



Milford City Hall Council Chambers 201 South Walnut Street Milford DE 19963

CITY COUNCIL AGENDA Monday, May 9, 2022

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops will be held in the Council Chambers at City Hall. Attendees are welcome to participate virtually as well. Public Comments are encouraged on the agenda items designated with a ®. Virtual attendees may alert the City Clerk that they wish to speak by submitting their name, address, and agenda item via the Zoom Q&A function or by using the Raise Your Hand function during the meeting. Those attending in person may comment when the floor is opened for that purpose.

All written public comments received prior to the meeting will be read into the record.

*This meeting is also available for viewing by the public by accessing the following link:
<https://zoom.us/j/99156131279>*

*Members of the public may also dial in by phone using the following number:
Call 301 715 8592 Webinar ID: 991 5613 1279*

6:00 P.M. COUNCIL MEETING

Call to Order – Mayor Arthur J. Campbell

Invocation

Pledge of Allegiance

Approval of Previous Minutes

Recognition

Introduction/New Employee/P&R Arborist/Joseph Balog

Proclamation 2202-09/Economic Development Week May 9-13, 2022

Proclamation 2022-10/National Public Works Week May 15-21, 2022 ¹

Staff Reports

IIMC Local Fellow Melody Barger/National Citizen Survey Report

Monthly Police Report

City Clerk Report

Monthly City Manager Report:

Public Works Department

Planning & Zoning Department

Parks & Recreation Department
 Human Resources
 Economic Development & Community Engagement
 IT Department
 Finance Department

Ward Reports & Communications
 Upcoming Budget Workshops
 May 16, May 18, May 19, 2022

Unfinished Business
 Review/Council Meeting Rules & Procedures Update

New Business
 Authorization/Moore & Rutt Proposal/Professional Services

Introduction/ORDINANCE 2022-20
 Application of 1018 Properties, LLC for a Conditional Use Permit
 1.084 +/- acres located along the east side of N. Walnut Street approximately 300 feet south of the N.
 Rehoboth Boulevard intersection
 Address: 909 N. Walnut Street, Milford, DE
 Comprehensive Plan Designation: Commercial
 Zoning District: C-3 (Highway Commercial District)
 Present Use: Former Florist Shop
 Proposed Use: Contractors' Establishment
 Tax Parcel: MD-16-174.18-02-02.00
 Comp Plan Amendments

Introduction/ORDINANCE 2022-21
 AMENDING AND ADOPTING BY ORDINANCE THE 2018 CITY OF MILFORD
 COMPREHENSIVE PLAN
 Amendment #10
 DEEP BRANCH & HERRING BRANCH GREENWAY
 3-30-11.00-002.00 3-30-11.00-039.00 3-30-11.13-001.00
 3-30-11.00-002.03 3-30-11.00-039.07 3-30-11.13-002.00
 3-30-11.00-002.05 3-30-11.00-039.09 3-30-11.13-003.00
 3-30-11.00-008.00 (portion) 3-30-11.00-039.11 3-30-11.13-004.00
 3-30-11.00-350.00 (portion) 3-30-11.13-004.01

Introduction/ORDINANCE 2022-22
 Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
 Amendment #11
 TRANSPORTATION CHAPTER TEXT AMENDMENT

Introduction/ORDINANCE 2022-23
 Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
 Amendment #12
 COUNTRY LIFE HOMES, INC.
 3-30-11.00-070.00

Introduction/ORDINANCE 2022-24
Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
Amendment #13
MR. WIGGLES, LLC
3-30-11.00-056.00

Introduction/ORDINANCE 2022-25/Chapter 84 Bicycles, Skateboards, and Other Conveyances/
Article II/Bicycle Registration

Adoption/Resolution 2022-04/Updating Citywide FOIA Policy ⑩

Appointment/Planning Commission Vacancy

Executive Session ¹

Motion to Recess into Executive Session

Pursuant to 29 Del. C. §10004(b)(6) Discussion of the content of documents, excluded from the definition of "public record" in § 10002 of this title where such discussion may disclose the contents of such documents

*Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property ²

*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 ²

Return to Open Session

Potential Vote/Authorization/Extension of Pay

*Potential Vote/Potential Property Purchase ²

*Potential Vote/Teamsters Negotiations ²

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.**

⑩ Designated Items only; Public Comment, up to three minutes per person will be accepted.

102021 123021 041822 042522 0427222 050222

¹ 050222 Late Addition by City Manager due to Expiration of Deadline & Designated Proclamation Week

² 050321 Late Addition by City Manager/Recent Teamsters Meeting/Decision Needed



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
COUNCIL MEETING MINUTES
March 28, 2022

The City Council of the City of Milford met in Regular Session on Monday, March 28, 2022.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilpersons Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta, Brian Baer, Nirmala Samaroo, Jason James Sr., and Katrina Wilson

STAFF: Police Chief Kenneth Brown and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council and participants met in a hybrid format.

CALL TO ORDER

Mayor Campbell called the meeting to order at 7:36 p.m.

INVOCATION AND PLEDGE

The invocation was given by Councilmember Wilson, followed by the Pledge of Allegiance.

RECOGNITION

Chief Kenneth Brown

Retired Chief John Horsman presented Chief Brown with the FBI LEEDA Trilogy Award. He provided the background on FBI LEEDA noting that the Trilogy award is for individuals who complete all three week-long sessions—Leadership, Command and the Survivor School. Recipients also receive a uniform ribbon and pin which are given by the instructor at the completion of the last class.

All officers from the rank of Sergeant and up have received this training.

Chief Brown added that all Delaware agencies receive these classes free as a result of Retired Chief Horsman's efforts in his home state.

PUBLIC HEARINGS

Ordinance 2022-11

Lands of Cypress Hall Residential – Phase III

91.69 +/- acres of land located on the west side of Route 113

approximately 3,100 feet south of the Shawnee Road intersection

Application Type: Revised Planned Unit Development &

Preliminary Major Subdivision

Comprehensive Plan Designation: Moderate Density Residential

Zoning District: R-3

Present Use: Vacant

Proposed Use: Planned Unit Development

Tax Parcel: 1-30-3.00-261.01, 1-30-3.00-562.00 thru 659.00

Planning Director Rob Pierce presented the application on behalf of the applicant. He read the staff report into record noting that Cypress Hall was originally approved in 2009. The applicant was back before City Council a couple of years ago in 2019 to make some revisions to that apartment site plan and brought it in as a planned unit development at that point and phases one and two were approved.

This is another revision within phase three of the development which involves the single family and duplex area. The 2019 version of the PUD had 546 units and the proposed unit breakdown in the revision would increase that by two units for a total of 548 units. The 96 townhouses and the 288 apartments will not change, but are requesting 118 single family detached units and 46 duplex units in as part of phase three.

The developer is also seeking a couple of deviations for phase three. The first from the subdivision ordinance is to increase the cul de sac length from 400 feet to 500 feet and remains under the Fire Marshal limitations. Also an increase in the maximum block length from 1,200 linear feet to 1,500 linear feet and reducing the block width from 275 feet to 240 feet.

The public notice was published in the Delaware State News on February 28, 2022 and the Milford Beacon on March 2, 2022. Planning Commission reviewed both the PUD revision and Phase Three Preliminary Major Subdivision at the March 15, 2022 meeting and recommended approval by a vote of 5 to zero. Notices were sent to property owners within 200 feet of the parcel.

Associate and Senior Landscape Architect Tim Metzner of Davis, Bowen and Friedel, Incorporated of 1 Park Avenue, Milford, represented the applicant. As stated, this is a two-part request, and both received favorable recommendations from the Planning Commission. The first one is for the revised PUD and relates to the single-family portion on the south, which is the phase three. Previously, it was all single family detached to the south.

Since this plan was originally approved during the 2019-time frame, the City's ordinance has changed. When they came back to proceed with the original phase three portion, it was updated and modified to meet the current code for streets and utilities. That was the purpose of the change and modifications were needed to add the 50-foot setback along the southern property line that's adjacent to the Solid Waste Authority. That shifted the site north and the townhouses and apartment areas remain the same and somewhat pressed everything together. To keep the configuration as originally approved for phases one and two, was the purpose behind the three waiver requests.

The cul-de-sac length meets the Fire Marshal code. The other two were simply made because of the way the original streets aligned with the new design and keeping the safety of the connection point to the intersection near Geyer and Lexus Drive.

Mr. Metzner then spoke about the site plan with stormwater still proposed in the original manner to be handled on site. Sussex Conservation District approval will be needed for phase three which ultimately ties into the overall development. Phase one and two have already been approved by the conservation district. DelDOT has already approved the entrances with no further requirements.

The single-family portions of phase three will still need to be approved by the City. Should favorable approval be granted for the revised PUD, they can proceed forward with the finalization of updating phases one and two and the construction plans.

The other request is for the preliminary major subdivision for phase three and the inclusion of another unit type, thus diversifying the total development, which is the main goal of a PUD.

Phase one will include townhouses, apartments for phase two and phase three will have single-family detached and single-family attached duplexes.

The main goal with the PUD is to provide ample open space in phase three. There is a large area for active recreation located on the southern side and will be utilized for sporting or any other type of recreation. Sidewalks are connected in different locations in the open space area. Fifty-foot setbacks will be provided on the transfer station side. The plan will come back for final approval from Council once all agency approvals have been acquired.

Mr. Metzner confirmed the preliminary major subdivision for phase three had not been submitted previously because they were working with City staff on updating the plans to meet the current code.

When asked about sound barriers from the commercial and highway areas, Mr. Metzner said they are preserving the existing wooded vegetation which will result in the 50-foot-wide forested area that is being preserved and will prevent any view of the transfer station. Where the existing vegetation ends, they will be planting a landscaped buffer.

When asked about the block length, Mr. Metzner said there will be two-way traffic throughout the development and the streets meet the City's required road width. Director Pierce explained the block width is the depth of the two lots back-to-back. If the residential lots are not very deep, it will lead to shorter lots which reduces the block width. The length is the linear length of the block. There is not a lot of interconnections and the goal is to minimize the block length for pedestrian circulation through the development and prevent someone from having to walk a half mile to get around the block. It will not impact the street layout with all code requirements met.

When determined that no sound studies were done, Solicitor Rutt added that the right of way in this area of US 113 is probably 200 feet wide. With a 50-foot buffer from the lot line, the house will be approximately 125 feet from the roadway itself. He knows that because his office is on the roadway and he believes the right-of-way starts in the Kings Highway area and extends almost to Lincoln.

Mayor Campbell opened the floor for public comment. No one responded and the floor was closed. Solicitor Rutt said two votes are needed; one is to amend the conditional use PUD and the second is the preliminary amended site plan for phase three.

Councilman Fulton moved to approve application number 21-043 for the conditional use, seconded by Councilman Culotta. Motion carried by unanimous roll call vote:

Marabello-votes yes as approved by the Planning Commission.

Boyle-votes yes as approved by the Planning Commission and it does meet the requirements for a conditional use.

Fulton-votes yes it meets the requirements of Chapter 230.

Culotta-votes yes based on the Planning Commission.

Baer-votes yes based on the Planning Commission.

Samaroo-votes yes based on the Planning Commission findings and the vote of 5-0.

James-votes yes it meets the conditions of Chapter 230 and with the unanimous vote of the Planning Commission.

Wilson-votes yes based on the Planning Commission.

Councilman Fulton made a second motion to approve the preliminary site plan for phase three of application 21-043, seconded by Councilwoman Wilson. Motion carried by the following unanimous roll call vote:

Marabello-votes yes as approved by the Planning Commission.

Boyle-votes yes as approved by the Planning Commission.

Fulton-votes yes it complies with Chapter 230.

Culotta-votes yes based on the Planning Commission.

Baer-votes yes based on the Planning Commission.

Samaroo-votes yes based on the Planning Commission.

James-votes yes it meets the conditions of Chapter 230 and the unanimous vote of the Planning Commission.

Wilson-votes yes based on the Planning Commission.

Ordinance 2022-13

Lands of Halpern Family Series, LLC – Teal Creek on behalf of Teal Creek Plaza

5.04 +/- acres of land located along the west side of N. Dupont Boulevard approximately 125 feet south of Rogers Drive

Application Type: Conditional Use

Comprehensive Plan Designation: Commercial

Zoning District: C-3 (Highway/Commercial District)

Present Use: Shopping Center & Vacant Land

Proposed Use: Shopping Center

Tax Parcel: MD-16-174.17-01-26.00 & 27.02, MD-16-183.05-01-01.00

Planning Director Pierce read portions of the Council packet into record, as described above. One of the three parcels of land currently contains the Teal Creek Plaza Shopping Center and the other two properties are currently unimproved and vacant.

The applicant is proposing to expand the existing shopping center by constructing an approximately 14,000 addition and associated parking as shown on the preliminary site plan, also included in the packet and on the northern side of the existing shopping center. Chapter 230-14C-11 states a shopping center that conditional use subject to city council review and approval.

The zoning map was also included in the packet, along with plan review comments.

The public notice was published in the Delaware State News on February 28, 2022 and the Milford Beacon on March 2, 2022 and owners of properties within 200 feet of the subject parcel were sent the public notice. The Planning Commission reviewed the conditional use application, along with the preliminary site plan at the March meeting and recommended approval of both by a vote of five to zero.

Davis, Bowen and Friedel's Chad Warren of 1 Park Avenue, Milford, was present on behalf of the applicant.

As was already stated, Mr. Warren said the applicant is proposing a 14,347 square feet addition to the existing site, bringing the total square footage of the site to 32,590+/- square feet. Associated is 142 parking spaces, eight of them being handicap accessible. Existing zoning will remain C-3 highway commercial district. All setbacks have been provided along the property borders.

City of Milford will provide all utilities though their private gas on the property. There are wetlands on the property and is within the FEMA flood map.

Construction Manager Mike Glick of Lighthouse Construction, Incorporated stated the eye clinic is a current tenant in the building, but there is no intent of them expanding into this space. They are simply looking to attract other businesses to that that shopping center. They have purchased the entire area and the adjoining parcels.

Director Pierce then added they are extending the sidewalk along the entire frontage of the property and are also providing a six-foot privacy fence on the north side of the property to screen the residential areas. That is shown within a 15-foot landscape buffer. There was at least one comment by a concerned resident at the Planning Commission who talked and met with the engineer to consider their concerns.

Any lighting designed for the site must meet illumination standards and cannot transfer onto adjacent properties.

Mayor Campbell then opened the floor to public comment.

Thomas Farrell of 11 Rogers Drive complained that he Public Notice. It was previously published on February 28th and March 2nd and the Planning Commission date was March 15th and City Council hearing date is March 28th.

The ordinance states the Planning Commission considered the application on March 15th and the City Council held a public hearing on March 28th and voted to approve the ordinance. It also states the City of Milford ordains a conditional use permit for the shopping center upon adoption.

He feels the ordinance was confusing because it said that decisions were already made at a time in the future that didn't take place. This written approach needs to be reviewed and changed to avoid public confusion. How many Councilmembers reside within 50 feet of a shopping center and he does not support this application to be approved since the proximity of the shopping Center to our private residences will devalue our resale opportunities for the neighborhood and he knows for a fact that one resident on the street didn't receive the notice at all.

Though the top of the notice indicated that the below ordinance was under review and when and if adopted, the ordinance would be approved.

Solicitor Rutt explained the ordinance language will read what Mr. Farrell read if Council adopts it. It gives notice that the Planning Commission and City Council, if adopted, reviewed and held public hearings. It then states that "upon

adoption” the conditional use would be granted. The notice states the ordinance is under review and if adopted, will be effective. The notice fulfills all the requirements of the State law and City Charter.

The City Clerk will make changes to the notice so that every lay person understands the difference in the review information and the ordinance if approved.

When asked if the applicant can address the proximity to the gentleman’s property and the devaluation of his property, Mr. Warren explained there is a 100-foot setback from the north property line to this building. From that building there are parking spaces that leaves approximately 50 feet of open space from the limit of disturbance to their property line. He also noted existing woodlands and trees in the area that could provide an additional buffer.

The proposed fence could also be brought in closer if the client agreed.

Since the application was submitted, they spoke with Kent Conservation District about the existing pond on the south side and they want that engulfed so the proposed pond could be brought down and decrease the limit of disturbance in that area adjacent to Mr. Farrell’s home. Any landscaping required by the agencies will be added.

It was confirmed a six-foot tall buffer is required by the City ordinance and whether that is a continuous growth of evergreens or a six-foot fence, though it does not require both according to Director Pierce. The limits of the addition are going to encroach beyond the limits of the existing wooded area. The area immediately adjacent to the residential areas has been cleared out with trees, except for the storm water pond. There would not be existing trees remaining north of the parking lot area and instead would just be the six-foot fence.

Mr. Warren said the plan shows a fence, as well as a 15-foot landscape buffer, along that property edge.

Councilwoman Wilson said this property has been zoned commercial forever and at least 15 years ago, Council was every excited because a Dunkin Donuts was going to be built there, but that never happened. Since then, she has not heard of any development on this parcel.

She pointed out it was going to be a commercial use because that is what it has been zoned and she worked in this area for 15 years.

Ms. Wilson concluded by stating she is thrilled the site will have sidewalks which will be an enhancement and used because a number of pedestrians use that area. She is also happy for the double buffer. The fencing will enhance the property because the existing fence has taken a beating over the years.

Mayor Campbell then closed the public hearing after Solicitor Rutt noted that the public comment period is still open.

Councilman James added that he wants the double buffering is a requirement in the approval.

Councilmember Fulton agreed the property has been zoned commercial the entire time, and referred to the property at the top of Seabury that was zoned commercial. It is a change to a residential area and if you don’t want it that way, there is a need to buy the land and get it rezoned if the residents do not want it zoned commercially.

Councilmember Marabello said that even though this property is zoned commercial, Council needs to understand these are the people’s homes. And there is a need to enhance what they see and Council wants to make it as nice as possible. These are human beings and Council has a responsibility to allow them to have a peaceful life for the rest of his life visually and aesthetically. He does not think it is too much to ask the building for these things in general. Councilman James concurs adding that a big part of their charge is not stymie development, especially when it is already zoned for a certain thing, but we do have an obligation and to minimize the impact on the residential units in the area.

Councilmember Wilson moved to approve the conditional use and that the double buffers be included consisting of a fence, along with the woodlands, around the entire property line, seconded by Councilmember Marabello.

Motion carried by the following unanimous roll call vote:

Marabello-votes yes with the condition as stated by Councilwoman Wilson stated regarding the buffer which is very important.

Boyle-votes yes with the condition stated in the motion for the double buffer.

Fulton-votes yes and does meet Chapter 230 and the double buffer will minimize what is seen out the back doors and will minimize the light as the trees mature and that in itself will create an island for the residential area behind the commercial.

Culotta-votes yes based on the adjustments just made. He believes we can always find a happy medium between commercial and residential though it may not always be perfect.

Baer-votes yes based on the double buffers and feels that is a great change.

Samaroo-votes yes with the additional double buffers.

James-votes yes based on the conditions as stated by Councilwoman Wilson in her motion and it does mitigate the impact on the residents.

Wilson-votes yes based on all the reasons stated above.

Ordinance 2022-14

Amending Chapter 197 Streets & Sidewalks

The Code of the City of Milford is hereby amended to repeal in its entirety, the current version of the Chapter 197, entitled Streets and Sidewalks. A new Chapter 197, entitled Streets, Sidewalks, Storm Sewers, and Other Public Places.

Director Pierce reviewed the ordinance that was discussed in its entirety in a workshop in 2021. The ordinance would repeal existing Chapter 197 which is primarily streets and sidewalk installation. It will be worded to be more full encompassing of the right of way and include any excavation or permanent occupancy or temporary occupancy of the right away. It will be regulating of what can occur within the public right of way.

Article One is general provision and mainly a carryover from the previous ordinance.

Article Two was added provides a procedure for City Council to change the naming of a street. A procedure was added for abandonment, vacation, auction or sale of streets and right of way.

Article three regulates curb cuts trying and procedures to require entrance permits on city streets, similar what the State does for state-maintain roads and provide a level of control by the City.

The ordinance also includes an article for sidewalks, an article for storm water, storm sewers, an article for excavations, and an article for wireless facilities which will play into the next ordinance, and a section for public utilities regarding the location of public utilities in right of ways.

The only modification changed from the revision was adding the right of way vacation language which Solicitor Rutt helped prepare.

The ordinance was published in the Delaware State News on February 28th and Milford Beacon on March 2nd.

The ordinance was reviewed by the Planning Commission at their March 15th as a courtesy review for which they did recommend approval by a vote of 5-0. This was done because of the overlap with the zoning code.

When questioned about Council approval of roadways, Mr. Pierce explained it is primarily for unimproved right-of-ways such as paper alleys that have never been improved and it is only grass.

A conversation occurred about improved alleys versus unimproved alleys. Any improvement of the alley is typically handled by the abutting property owners. The City has the right to improved it at their cost or a shared cost according to City Manager Whitfield.

He said the general rule of thumb is use by twenty years. If an alley is closed off and not used for more than twenty years, it an implied vacation of the alley and the municipality may no longer have claim to it In more cases, there are alleys that were never improved nor opened. In that situation, it was nothing more than a paper street. The rule of thumb is the property owners own to the center of the right of way and an extension of their lots. Everyone abutting that paper alleys is responsible and if there is a tree that falls or a tree that needs to be taken down and is in what had been the alley right-of-way really owns to the property owner that abuts that.

Council would have to take action to formally vacate the alley in order for the property to claim title to that center line. A property owner can ask for that action or Council can take action on their own, which is what the City Manager wants done. The vacated alleys throughout Milford need to be cleaned up because it can become a bone of contention with residents and there is a very big understanding of its responsibilities.

Solicitor Rutt said a private person cannot have adverse possession against a municipality, the state or the federal government. Council has the right to take action, but the private citizen can come to Council and request it.

Councilman Culotta spoke about the alley behind his home that contains existing structures and is connected to City Hall's parking lot, and believed it was a thru way to the alleys behind his home. By definition, he said no one can claim adverse possession, if the City decided to open that up.

City Manager Whitfield said he would need to review how it transpired and how it became an alley before it was just opened up. In many locations, people add alleys to a plan and when that plan is adopted by City Council, there is an intent there that the City is going to own or maintain those right of ways if improved. A lot of times the alleys were never improved. He agreed it is a complicated process and the reason he would like to get these cleaned up so that it is clear what the City owns and is responsible for.

He shared this ordinance will prevent the City from having to follow the State statute for abandonment or vacation of rights of way.

Solicitor Rutt said the existing procedure would require the City to file in Superior Court for abandonment. That was done several years ago with a street that goes across Seawatch's property and at the end of West Clark. The City went through the abandonment and the adjoining landowners paid the City expenses and now own to the center of that street.

Mayor Campbell opened the floor for any public comments. No one responded and the floor was closed.

Councilmember Boyle moved to adopt Ordinance 2022-14 Chapter 197, seconded by Councilmember Culotta. Motion carried with no one opposed.

Ordinance 2022-15

Amending Chapter 230-Zoning Code

An Ordinance to amend Article III - Use and Area Regulations of Chapter 230 – Zoning Code of the City of Milford. Chapter 230 is hereby amended by adding a new subsection § 230-19.10 entitled Wireless Communication Facilities.

Director Pierce presented the application for the change to Chapter 230 to add a provision for wireless facilities within the zoning code. He recalled the review of the changes in a workshop of the Planning Commission in October 2021 and a City Council workshop held in December of 2021.

The packet includes proposed language for the ordinance which creates a new section regulating wireless communication facilities. Currently there is no provisions in the code for the allowance of wireless communications within the city on private property or in the public right of way.

The new language would regulate tower based wireless communication facilities, non-tower wireless communication facilities such as antennas and other equipment mounted on water towers or other strategically tall buildings. It would also regulate small wireless communication facilities which are generally located in the public right of way.

It also adopts an amendment to the City's fee schedule by adding a lease charge for the annual use of City right of ways.

The Ordinance was reviewed by the Planning Commission on March 15th and recommended approval by a vote of 5 to zero. The notice was published in both the Delaware State News and Milford Beacon.

When asked about hot spots, Mr. Pierce said the small wireless facilities located in a right of way will help expand data coverage, though unsure if it called a hotspot, and is hardwired into the fiber optic network and provides additional bandwidth.

Mayor Campbell opened the floor to public comment. No one responded and the floor was closed.

Councilmember Fulton moved to adopt Ordinance 2022-15 amending Chapter 230 by adding a Wireless Communication Facilities, seconded by Councilmember Boyle. Motion carried with no one opposed.

COMMUNICATION & CORRESPONDENCE

Grant Approval

The Delaware Economic Development Authority met today and approved the Site Readiness Grant for \$100,000 for the new industrial park.

Street Maintenance

Councilmember Culotta said he talked to the City Manager already, but added that some of the water lines that are being repaired are on streets that have been cut up and not put back. People are complaining and he asked the City Manager to explain.

City Engineer James Puddicombe explained they are using GABC (crusher run) temporarily and are rolling it after a rain event. The road is still going to be a little bit rough and is considered a construction zone. However, they are trying to avoid potholes and similar problems. In the next month or so, weather dependent, they will go through and completely mill out those roads. That will cause its own inconvenience, with no parking, but at that point will be fully paved and returned to normal use.

He also noted there are a few drainage improvements occurring, as well as smaller areas of standing water, which is less than an inch or so. Repaving will somewhat drain those, as well as the ADA ramps where water sits and most of them are being redone, as well as some catch basins. That should improve it though it will not make it completely go away.

The City Engineer reminded Council of the Fourth Street Flood Study they are working with the school district for land use, etc. for some expansion of storm water drainage, and things. Hopefully some of this will be alleviated as they move forward.

Councilmember Fulton confirmed the areas were from South Walnut to North Walnut Street. A portion of that are is in that study according to City Engineer Puddicombe and he asked him to review the areas with him after the meeting.

MONTHLY FINANCE REPORT

Finance Director Lou Vitola reviewed the basics of the year-to-date February financials. He met with Councilman James to discuss the draft and has incorporated their comments.

Page two is the citywide cash is relatively stable with net cash outflows totaling almost \$600,000 but \$429,000 of that was capital spending, including police facility design, ARPA cash spending and other projects. Operating cash is only down about \$179,000 consistent with this time of year expectations.

The last four or five months of the year, typically have operating cash outflows. The general fund collections are first half skewed positive with property tax receipts and then second half skewed negative as level operations in the general fund.

The electric, water, and sewer cash flow is usually positive but is a lot smaller in the shoulder months with mild temperatures and with a lot of rainfall when people generally don't use as much water which also drives the sewer billings.

Page four is the enterprise funds, income statement and all those funds still look great. The electric, solid waste, and water funds all improved over January. Sewer is down primarily related to the reclassification of I&I spending that was charged to capital and belonged in the operating budget where Council approved it this year for the first time.

Page five is the general fund income statement by the major functions. The last few months were strong against the budget in total, but not as strong as the first eight months of FY21, driven primarily by the austerity measures that were taken during that first year of Covid.

Page six summarizes the ARPA funding. Most of the February activities related to community support, in the form of ARPA grants for Carlisle Fire Company, Milford Library and the Food Bank.

Pages seven to eleven cover the legacy reporting.

It was confirmed that Carlisle Fire Company received \$50,000 from the ARPA Community Support Grant and the City's contribution of \$140,000 will be added for FY22.

The one-time ARPA request was for new specialized fire suits.

A discussion followed about the misuse of ARPA funds by private industries took place and the request to return those funds.

Finance Director Vitola continued referring to page seven shows the consolidated revenue. Line 11 is a new line and broken out of line 14 miscellaneous revenue. Budgeted was almost \$400,000 that consists of things like cable and gas franchise fees, water tower least revenue, pole attachment revenue, etc. that is backed by long term contracts. That was broken out to keep the one-time revenue small and show it clearly.

The next few changes involve the cash and reserve reports which are now pages two and three. A new page one is a net cash and funding availability summary.

There are two P&L pages, or an executive summary, that take all five of the legacy revenue and expense reports in the inner service, add better comparability and more lines in those two pages.

The goal of this report is to further reduce your review and time by combining the most critical, higher level summary information from pages two and three to one page. Another goal is to improve transparency by adding previously unreported cash balances on that report which is the lodging tax receipts and the Parks and Recreation facility receipts.

Director Vitola believes the most important is to improve Council's decision making by directly aligning all these sources of funding, with the uses of funding in one spot. Also, by assigning the component parts of the minimum cash reserve (MCR) balances to the proper cash balances.

In the implementation of the fund balances, other than solid waste, which now shows an operating piece of a reserve to increase the MCR citywide, there was no increase or decrease in MCR and are still implementing the policy as it was at the start of FY22.

He believes the report is self-explanatory, though he provided a more detailed description for Council.

As a member of Council charged with oversight, he would focus on pages one, four and five.

Councilman James suggested looking at the legacy pages, and then the changes, definitely the one page and the P&L type pages for the enterprise funds and the general funds, will give you a picture of where we have been and where we are going. The new page can provide decision-making assistance of how much cash we have or project.

Councilmember James moved to accept the February 2022 Council report as presented, seconded by Councilmember Fulton. Motion carried.

UNFINISHED BUSINESS

Authorization/Preliminary Extension #2/Request/Milford Marina Enterprises LLC/Knight's Crossing

The second extension for the Knight's Crossing Planned Unit Development (PUD) which is the community proposed on the east side of Beaver Dam Road directly across the street from Windward on the River apartments that are being built. It includes the conditional use and preliminary major subdivision approvals for phases 2A and 2B originally approved by City Council on February 24, 2020. The first extension was granted on February 22, 2021 and a copy of the extension letter request and plans were included in the Council packet.

Originally, the proposal was for 131 units, which was denied to provide a smaller separation between the units. That plan was modified to provide the 16-foot separation. It is a mixture of 87 single family homes and 30 townhouses. Final approval of phase one was granted last June and are working toward phase two approvals.

According to Director Pierce, the Planning Commission reviewed this at their March meeting and recommended approval for one year extension by a vote of five to zero.

It was confirmed that the outstanding debts were paid prior to the Planning Commission meeting.

When asked if Beaver Dam Road will be widened, Director Pierce said there may be an alignment revision, when they begin to develop the commercial portion that will front SR Route 36.

Director Pierce then added he thinks there was just a right of way improvement along the frontage of the development and no widening of the roadway. Because it is a state-maintained roadway, DelDOT will determine the level of improvements needed for their road.

Stephen J Gorski, P.E., Senior Project Manager of Verdantas Associates (formerly Duffield Associates) of 5400 Limestone Road, Wilmington, was present to represent the client Milford Marina Enterprises who is asking for another year extension. He explained shoulders will be added to our road frontage on Beaver Dam Road as well as a 10-foot-wide asphalt trail on the same side.

They are getting through their approvals, with DelDOT granted entrance plan approval for phase 1, phase 2-A and 2-B. They also have storm management approval Sussex Conservation District and are working through Milford getting approvals for phases 2-A and 2-B.

Currently there are 122 homes of which 87 are single family homes and about 35 townhomes.

The R-3 zoning would allow up to 12 units per acre for townhouses and 16 units per acre for apartments. Density is just below five per acre.

Councilman Fulton moved to authorize the second extension for the application 19-021, seconded by Councilmember Boyle. Motion carried with no one opposed.

NEW BUSINESS

Request/Alcohol Waiver/Chamber of Commerce/Riverwalk Freedom Festival

Riverwalk Freedom Festival Chairperson Angela Dorey submitted the following request:

We are writing to you regarding the CCGM's request for the City of Milford grant funds for the 2022 Riverwalk Freedom Festival. We are currently in need of funding for the 2022 festival.

Without the city's financial support, we will have to make less expensive choices for entertainment, staging and equipment that need reservation immediately. With all the COVID restrictions being lifted at this point, most of the bands and any/all rental equipment businesses have told us that they are busier and getting more requests than they've ever had. Due to the booking, reservation & rental deadlines in the areas of entertainment and kids' comer, and not wanting to miss these opportunities to other festivals and events, would it be possible for the city to provide the Chamber with the 2022 festival grant money by the end of April 2022?

Appreciate your consideration.

Councilman Boyle moved to approve the alcohol waiver for the 2022 Riverfest Freedom Festival, seconded by Councilmember Baer. Motion carried with no one opposed.

Appointment/City of Milford Election Board

City Clerk Hudson asked that Council consider the appointment of Karen Boone, Carlene Wilson and Donna Merchant to the 2022 Board of Elections.

Councilmember Boyle moved to appoint those residents as recommended, seconded by Councilmember Fulton. Motion carried.

Authorization/Aid-in-Construction Fee/Shawnee Acres Pump Station

The Shawnee Acres Pump Station has been upgraded and expanded to encompass more capacity from a sewer wastewater standpoint. The City would like to recoup the costs that were expended through the adoption of an Aid in Construction Fee that would be an additional tapping charge, Any new developments that would utilize the pump station would pay to recoup those costs provided to the developers.

The packet included the following memo:

Enclosed in the packet is a proposed revision to the Sewer Fee Schedule adding an Aid-in-Construction Fee for the Shawnee Acres Regional Pump Station Upgrade project that was completed in 2020. The City of Milford incurred expenses upgrading the existing pump station to accommodate future growth in the Shawnee Acres Sewer Drainage Basin (see Exhibit A) and these expenses should be reimbursed on a per unit basis to the City in the form of an Aid-in-Construction Fee.

The pump station upgrade was designed to accommodate 2,450 Equivalent Dwelling Units (EDUs), of which 1,390 EDUs contributed to the original pump station construction from the early 2000's or are already connected and are not subject to the additional AIC fee (see below Table A). The City has reserved capacity for the remaining properties within Shawnee Acres and Matlinds Estates (see below Table B in packet). These properties will be subject to the proposed AIC fee.

The remaining capacity of 888 EDUs would be available for purchase by future developments in the sewer collection basin. Any developments proposing EDUs in excess of the remaining capacity would be financially responsible for additional upgrades.

The Shawnee Acres Pump Station Upgrade Project totaled \$1,635,443, for which 50% was funded with USDA grants. Staff recommends requesting repayment of the 50% loan portion of the project in the form of an AIC Fee, which would equate to \$771 per EDU. The proposed AIC fee would increase at the same percentage rate as the sewer impact fees and as shown in the revised Sewer Fee Schedule.

Adoption/Resolution 2022-03/Consolidated City Fees

The new fees added were referenced that now include a wireless facility fees, right of way license, and all open park areas at a rental fee of \$50. Also added was the Aid-in-Construction Fee for the Shawnee Acres Pump Station.

Councilman Fulton questioned the \$50 fee to rent any size park and asked if that should be revisited; P&R Director Dennehy agreed to follow-up and review those costs.

Mayor Campbell opened the floor to public comment. No one responded. The floor was closed.

Councilmember Fulton moved to adopt Resolution 2022-03 to establish an Aid-in-Construction Fee for the Shawnee Acres Pump Station, seconded by Councilmember Culotta:

City Fee Schedule

WHEREAS, the new fee schedule consolidates all of the fee resolutions that have been created by various departments over the past few years; and

WHEREAS, the intent is to have all fees removed from the Codified Ordinances and placed into a resolution to allow a much quicker and easier process when updating; and

WHEREAS, the City Charter states that in addition to other acts required by State law or by specific provision of this Charter to be done by ordinance, those acts of the City Council which shall be by ordinance are as follows:

- (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 VII 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 or as 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; and

WHEREAS, the City Charter further states that acts other than those referred to in the preceding may be done either by ordinance or by resolution; and

WHEREAS, though there may be some individual fees remaining in the ordinances, nothing should be duplicated and all fees are properly referenced in the appropriate Chapter of the Code of the City of Milford.

NOW, THEREFORE, Be it Resolved by the City of Milford:

Resolution 2022-03 replaces Resolution 2016-12 (Parks & Recreation), Resolution 2020-04 (Solid Waste), Resolution 2020-23 (Public Works Department), Resolution 2020-24 (Planning), Resolution 2020-43 (Sewer), and Resolution 2020-44 (Water) in their entirety.

See packet for multi-page resolution and additions to the fee schedule.

Motion carried.

CITY FEE SCHEDULE

Support/Mispillion Bridge Repair Project

The following memo to DelDOT's Secretary was prepared stating the City's position on repairs and keeping the bridge operational for access to the downtown area of the river:

Dear Secretary Majeski:

City Council was recently made aware of the accident on the Mispillion drawbridge that has compromised the opening of the drawbridge. It is our understanding that DELDOT is consider leaving the bridge in the closed position, thereby cutting off downtown Milford to boat traffic navigating the Mispillion River from Slaughter Beach and the Delaware Bay.

In 2016, Milford branded itself as "ART TOWN, RIVER TOWN, HOMETOWN". The Mispillion

River has historically been part of the town's heritage. Once known as a ship building town, access to the Delaware Bay has always been critical to the economic vitality of the City. Milford and Slaughter Beach continue work on providing ecotourism opportunities on the Mispillion River, through a number of initiatives.

Closing the Mispillion to boat traffic will have an overall adverse effect on Milford. Through Council action taken on March 28, 2022, the City of Milford requests that DELDOT repair the historic drawbridge structure carrying Rehoboth Avenue over the Mispillion River, to its original operating status.

It is the City Manager's understanding the DelDOT Secretary will yield to the desires of City Council.

When asked about a potential lawsuit, Solicitor Rutt said he filed suit on behalf of Sudler Lofland. He stated there are three crab boats that were being repaired that have no way to access the river due to the damaged bridge. They have asked for mandatory injunction and expedited consideration. There will be a court teleconference with the attorneys on Wednesday afternoon. At that point, he will ask DelDOT to open the bridge for these boats to be able to gain access to the waterways.

Solicitor Rutt said he has had several conversations with DelDOT who claim there have been three inspections and all three inspectors said if the bridge is opened, it may not be able to be closed again. There is also the possibility the bridge could fall in the river. If the bridge is opened, it will be 12-18 months for repairs. This will require a traffic detour and Solicitor Rutt provided the route though the attorney was from Wilmington and had no concept of the location.

He also shared that Sudler Lofland also has three wooden yachts that he has restored in addition to a couple of pleasure boats.

Solicitor Rutt reviewed the letter from the City and is making a couple of suggestions. He recommends it be copied to Representative Charles Postles and also suggests copying Governor Carney.

Solicitor Rutt will also ask the court if he can represent the City in the position they want the bridge reopened and repaired. By State law, they cannot leave the roadway open and it must be repaired.

Councilmember Culotta pointed out that regardless of the Lofland situation, there is a greater benefit to the City of Milford and our residents.

City Manager Whitfield pointed out that the City simply wants the bridge repaired and he would prefer the City not become involved in any legal proceedings. Council agreed.

Councilmember Fulton moved to support the position that the drawbridge over the Mispillion River be repaired, seconded by Councilmember Culotta. Motion carried.

Executive Session

Councilmember Wilson moved to go into Executive Session reference the below statutes, seconded by Councilmember Boyle:

Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on-site Acquisitions for any Publicly Funded Capital Improvements, or Sales or Leases of real property

Motion carried.

Mayor Campbell recessed the Council Meeting at 9:55 p.m. for the purpose as is permitted by the Delaware Freedom of Information Act.

Return to Open Session

Councilmember Boyle moved to return to open session, seconded by Councilmember Baer. Motion carried.

Council returned to Open Session at 10:41 p.m.

Property Acquisition

Councilmember Fulton made a motion to allow the city manager to take action as discussed in Executive Session, seconded by Councilmember James. Motion carried.

ADJOURNMENT

There being no further business, the Council Meeting adjourned at 10:44 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

CITY OF MILFORD
COUNCIL MEETING MINUTES
April 11, 2022

The City Council of the City of Milford met in Regular Session on Monday, April 11, 2022.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilpersons Daniel Marabello, Mike Boyle, Andrew Fulton, Andrew Fulton, Todd Culotta, Brian Baer, Nirmala Samaroo, Jason James Sr., and Katrina Wilson

STAFF: City Manager Mark Whitfield, Deputy Chief Edward Huey, and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops held in the Council Chambers at City Hall. Attendees participated virtually as well.

CALL TO ORDER

Mayor Campbell called the meeting to order at 7:02 p.m.

INVOCATION AND PLEDGE

The invocation was given by Councilmember Wilson, followed by the Pledge of Allegiance.

APPROVAL OF PREVIOUS MINUTES

Included in the packet were minutes from the February 14, 2022, February 28, and March 14, 2022, Council Meetings and March 23, 2022, and March 28, 2022 Council Workshops. A motion to approve was made by Councilmember Boyle, seconded by Councilmember Fulton. Motion carried.

RECOGNITION

Proclamation 2022-07/National Public Safety Telecommunicators Week

Mayor Campbell proclaimed the week of April 10 to 16, 2022 as National Public Safety Telecommunicators Week in the City:

PROCLAMATION 2022-07
National Public Safety Telecommunicators Week
April 10-16, 2022

Whereas, emergencies can occur at any time 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 Department Emergency Communications Center and Sussex County and Kent County 911 Centers; and

Whereas, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

Whereas, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,

Whereas, Public Safety Telecommunicators of the Milford Police Department, and the Kent and Sussex 911 Centers have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

Whereas, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job 24 hours per day and seven days per week.

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, Delaware, do hereby proclaim week of April 10 through 16, 2022, to be National Public Safety Telecommunicators Week in the City of Milford, in honor of the men and women of the Milford Police Department Emergency Communications Center, Sussex County 911 Center and Kent County 911 Center, whose diligence and professionalism keep our city, county and citizens safe.

Proclamation 2022-08/Lineman Appreciation Day

The Mayor also proclaimed April 18, 2022 as Lineman Appreciation Day and asked our citizens to acknowledge our electric workers that day:

PROCLAMATION 2022-08
LINEMAN APPRECIATION DAY

Whereas, on January 3, 2017, the 115th United States Congress adopted House Resolution 10 recognizing the profession of Electric Linemen, the contributions these brave men and women make to protect public safety, and to express support for the designation of April 18th as National Lineman Appreciation Day; and

Whereas, Linemen work with thousands of volts of electricity high atop power lines, sometimes 24 hours a day, 365 days a year, putting their lives on the line with little recognition from the community regarding the danger of their work; and

Whereas, Linemen are often the first responders during storms working to repair broken and damaged electrical lines under hazardous conditions to make the area safe for other public safety officials; and

Whereas, Milford's Linemen have been temporarily mobilized to assist other communities in emergency situations where mass numbers of people were left without electricity; and

Whereas, on this day, it is only appropriate we recognize the many contributions of these brave men who work tirelessly to provide dependable electricity not only within the City, but also to the Greater Milford area; and

Whereas, linemen play a vital role in our citizens' everyday lives by maintaining and growing our electrical infrastructure and simply 'keeping our lights on', which is often taken for granted by so many customers.

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, hereby proclaim April 18, 2022 as

Lineman Appreciation Day in the City of Milford

and urge all citizens to take a moment and recognize the professionals that work tirelessly each day to ensure electricity continues to flow to our homes, schools, hospitals, and businesses throughout our community.

STAFF REPORTS

Monthly Police Report

Included in packet, Councilman Boyle provided comparison statistics on the activity within the police department. He also reported on the many meetings that Chief Brown has to attend each month, in addition to Facebook and other social media numbers.

He then included some K-9, school resource and Mental Health Unit statistics emphasizing there have been 24 arrests diverted with the intervention of the new Behavior Health Specialist.

Councilmember Marabello moved to accept the Police Report, seconded by Councilmember Culotta. Motion carried.

City Clerk Report

City Clerk Hudson referenced her report included in the packet noting that her office continues to be very busy with the upcoming City election and continues to work with the State Department of Election, as well as Sussex County Election Office. She reminded everyone that absentee ballots are still available and at this point, voters should come to City Hall and take care of it. Normally, this involves a two-step mailing process but if the voter calls ahead, they will have the paperwork prepared in advance and the completed within ten minutes or so.

She reported they are receiving a lot of phone calls from people who live either outside of the City, but because they have a Milford mailing address believe they are eligible. In addition, in particular, first-time voters are calling to confirm their ward numbers and unfortunately are not in ward one.

Deputy Clerk White continues to take Advanced Academy Classes through the University of Delaware and other higher education institutes throughout the country as she works toward her next certification designation by IIMC.

She also recently attended the first Delaware Women Leading Government training conference.

They continue to be extremely busy transcribing minutes, creating and amending agendas and public notices for the various elected bodies, boards, commissions, and committees within the City.

Councilmember Fulton moved to accept the March City Clerk report, seconded by Councilmember Wilson. Motion carried.

Monthly City Manager Report

Complete reports for each department were included in the packet.

City Manager Whitfield reported our Site Readiness application was approved by the Delaware Division of Small Business. Kudos to his staff for putting that together. The application was put together so well, there were no questions.

He met with DeIDOT to discuss the Northeast Front Street Tap Project that was slated to be later this fall. But they keep moving the date back and with the assistance of Representative Bryan Shupe and City Engineer James Puddicombe putting some pressure to keep that project moving along and get it out to bid as quickly as possible.

Also recognized was the IT Department who addressed numerous issues with our phone system this past month. There were many nights and weekends they spent tracking down the issues until they were finally able to resolve the issue.

Public Works Department

Public Works Director Mike Svaby added that as the City Manager mentioned, with regard to the lead service line and the tap projects along Front Street, several meetings were held with all team members, including DBF, DeIDOT and McCormick Taylor Engineering firm on the hurdles to wrapping up the lead service line project and getting everything needed so the construction can be bid as soon as possible.

His staff also met with the school district to discuss installation of a sidewalk along Tenth Street as well as repaving and some other crossover projects that could be done between the two entities.

Construction oversight continues on the 2020 Streets Program that include the installation of curb and sidewalk, ADA ramps and again lead service line replacements when they fall on the corridors of streets that are being rehabbed.

Various signs, including a three-way stop sign at Seabury and Pine and Seabury and Elm Streets, along with the proper crosswalks and line paintings and at Walnut and Jefferson Streets. Just outside the building here at SE Second and Washington will be installed a few days from now. The hanging signal and cable will be removed and changed to a four way stop intersection of the flashing red light on top of the stop sign.

Planning and Code Department

Director Rob Pierce stated that through the first three months of the calendar year, there have been 16 new residential construction permits. Residential permits are down slightly from last year and total construction investment year to date for the calendar years is just over \$6.9 million.

He will be presenting five land use applications to the Planning Commission this month and another four variance applications for the Board of Adjustment.

The rental inspection program is restarting this year and is picking up with ward three. Notices went out to all ward three landlords the beginning of March followed by scheduling notices. He continues to work on rental registration late notices

It was verified nothing has been received from Milford School District on their Middle School construction project.

Parks and Recreation

P&R Director Brad Dennehy stated that March is a transition month for his department, coming out of winter into the spring, with the return of the seasonal workers coming back who have been busy with maintenance issues.

He thanked everyone that came out to help with the Community Cleanup Day this past Saturday. He believes they had a record turnout and believes 125 people participated.

An arborist was also hired last week who will be instrumental with the vegetation management plan and are excited to have him on board. He will be proceeding with that program with additional help being hired as is desperately needed.

When asked about status of the new raining along the river, Mr. Dennehy stated that the landscape architect is working on the final plans and should be putting that out to be very shortly.

A comment was made on the outstanding work that was done by RJ Skinner and his crew, not just during the Community Cleanup Day, but throughout the year.

Human Resources

HR Administrator Jamesha Williams stated the month of March was focused on recruitment to fill some of the vacancies. Some hires will begin prior to June.

She also recognized Steve Wingo who is the first retiree in 2022 which will be effective May 1st after 28 years of dedicated service as a Public Works Equipment Operator. She thanked Steve for his contributions to the City though she expects a few more retirements this year.

Economic Development and Community Engagement

Coordinator Sara Bluhm reiterated the \$100,000 from Site Readiness and the success of the Community Cleanup Day. She confirmed today there were 218 volunteers that participated and plans to put together a related video.

She added she is meeting weekly with the NE Front Street partners to release an update on social media and the City website to keep the community informed.

IT Department

IT Director Dale Mathews pointed out positive results as a result of the cyber security training and testing. As of today, 100% of those tested passed and while there are other security gaps that need to be closed, there is a dramatic improvement in staff response to security issues.

Finance Department

Finance Director Lou Vitola referenced the report that begins on 92. Utility and past due accounts are normal in the context of the look back period but are high compared to last March. The most items this month include the ERP implementation, CIP and budget meetings.

Also noted is the new chart on page two showing the penetration of auto pay customers. That is typically known to be a low number, but has tripled in the last two years since March 2020. They continue to encourage more and more customers to enroll. And the better technology that will come with the ERP implementation is only going to make that better.

Councilmember Fulton moved to accept the City Manager's report, seconded by Councilmember Boyle. Motion carried

WARD REPORTS & COMMUNICATIONS

Councilman Fulton received an email regarding the Parks and Recreation fees that he forwarded to the Mayor and City Manager. He was able to report that was being looked into.

He pointed out that since the speeding issue on Seabury Avenue has been addressed, South Walnut is becoming the next prime time for speeders. He has received numerous emails and believes that may be discussed later this evening.

Councilmember Fulton also has received a number of phone calls from many of his constituents with concerns about the speeding problem on South Walnut Street that he wishes to discuss further as well.

Councilman James has also received some calls from residents about the Rogers Drive and what is considered a tent city to the rear of that area. He said the tents are visible through the woods, hear associated noises including raises voices and there is a constant smell of smoke. (Inaudible conversation and then a few minutes of silence).

The conversation resumed with a question of whether the City owns the land and if they can be pushed further back from the existing homes there.

Mr. Whitfield stated the City does not own the land and is under the ownership of the solar company out of Colorado and there have been other issues with that parcel that have been addressed by the City staff. The Advocacy for the Homeless are on the next workshop agenda and this problem can be discussed then.

A conversation followed regarding natural gas being extended to various parts of the city. Mr. Whitfield talked about the Public Service Commission requires a minimum number of homeowners to sign on for the service. Since the pandemic, not a lot has occurred though an email was sent to Chesapeake to provide a status update.

The new police station will have natural gas and it is also being extended behind the old Rite Aid building. The overall goal is to have a loop on Rehoboth Boulevard to Northwest Front Street at Parson Thorne Apartments which is served by natural gas.

The only problem was the online registration which had some kinks. He recommends having it multiple times a year and at least once a quarter.

UNFINISHED BUSINESS

Authorization/Funding/Chamber of Commerce/Riverwalk Freedom Festival

The packet includes a request from the Chamber of Commerce to fund \$30,000 for the Riverwalk Freedom Festival. This money was included in the 2022 budget under community festivals. During their presentation last week, City Manager Whitfield said they requested \$35,000 though he explained that until July 1, 2022, there is only \$30,000. The additional \$5,000 will be available in the new fiscal year.

Councilmember Boyle moved to approve \$30,000 to assist funding the Freedom Festival for the Chamber of Commerce, seconded by Councilmember James. Motion carried with no one opposed.

Authorization/Funding/Downtown Milford Inc./Ladybug Festival

A request from DMI was received in the amount of \$30,000 toward the Ladybug Festival which will be held later this year. This money was budgeted in the FY22 budget and is available according to City Manager Whitfield.

Councilmember Fulton moved to approve \$30,000 be provided for the Ladybug Festival, seconded by Councilmember Wilson. Motion carried with no one opposed.

NEW BUSINESS

Presentation/Capital Improvement Plan

City Manager referred to the proposed 2023 through 2027 Capital Improvement Plan included in the packet.

He wanted to remind Council this is only a plan, and not a budget. There is no permanent money attached to this and that will come at the time of the operating budget. A brief presentation of the projects will be provided tonight and is also scheduled at the April 20th work session.

Finance Director Vitola and Accountant Sandra Peck put the document together after which each individual department will have input.

Director Vitola emphasized it is a working draft and work continues and there remains a lot of moving parts and there will be multiple iterations based on Council's feedback on April 20th and other factors.

Public Works Director Mike Svaby will provide a high-level review of public works, though he will not address every line item.

Starting with equipment, public works is requesting a total of \$1,007,000 in equipment and vehicles throughout the divisions of electric, public works, engineering, and public works administration. Sewer and solid waste account for about for \$867,000 and that that is the largest piece of the recommended procurement.

Another large piece is about \$120,000 representing a sanitary sewer video inspection system. Also, another large portion is a solid waste collection vehicle and the peripheral equipment that goes with it for about \$550,000.

Each of the divisions' plans are included in the section of the CIP.

Diving into non-equipment and vehicle items, electric in FY23 is requesting \$265,000 for the first part of the build out of electrical capacity at the Fry farm, as well as the first years needs for an active utility pole and replacement and relocation program.

Tech services does fall under electric organizationally, is requesting \$80,000 to begin designing the scope for an upgrade of the SCADA system which is the guidance system for all the City's utilities. It is an acronym that stands for supervisory control and data acquisition. It is time to consider the design of an upgrade for that critical tool.

The water section of the public services division is requesting just under \$2.6 million. The largest components include \$405,000 in projects to be accomplished in conjunction with ongoing street rehab, \$250,000 in lead service line removal, \$250,000 in citywide valve and hydrant replacement improvements, and another \$250,000 toward water infrastructure at the Fry farm, as well as continuing improvement and upgrades at the City's water treatment plants.

The sanitary sewer section of the public services division has requested \$1.25 million in capital planning activities. The largest of these are dependent upon some of the expected commercial and residential developments in the near future. The plan includes \$225,000 for the SE Second Street pump station replacement design, \$500,000 for the southeast regional pump station and forced main design, as well as \$330,000 for sewer infrastructure planning and design at the newly acquired Fry farm.

The public works department is requesting \$850,000 for new paving and stormwater upgrades at the public works facility that will allow for future plans at that facility, in addition to replacing paving in the stormwater system that is in very poor condition.

The streets division is requesting just over \$4.8 million in street and parking lot capital activities. The largest of which include NE Front Street and Park Avenue/Denny Row streetscape projects, as well as the first year of sidewalk connectivity in the early phases of design and construction for street infrastructure at the Fry farm.

Director Svaby said that concludes the summary of the public works capital improvement plan.

When asked the cost of the Fry Farm, Director Pierce said that \$10 million was anticipated for the entire site but is unfamiliar with year one. Mr. Svaby confirmed it is \$1.85 million across the disciplines for the Fry Farm.

When asked about the public bathroom in the amount of \$300,000, Director Svaby said he believes that is in the Parks and Recreation plan and Director Dennehy confirmed that is for the downtown area. Currently there is a plan being created for Memorial Park that includes new pickleball courts, the existing basketball court and the new playground. Tentatively the public bathroom will be in the area between Washington Street heading toward the pedestrian bridge from Bicentennial Park into Memorial Park. That also seems the best location considering the existing pump station site by tying in water, sewer, and electric utilities.

City Engineer James Puddicombe agreed that for the location of the utilities and available open spaces, getting closer to the area between Washington and Walnut includes the mini amphitheater, trees and several other items which would conflict with the placement of a bathroom. Going to the east side of Washington was the most convenient and financially practical site. Moving it to another site would require destroying some of the existing park area. It makes much more sense to put it in a more open area as a result.

It was also noted that Milford Public Library opens their downstairs bathrooms during the Farmer's Market as well.

The City Engineer discussed parking, noting that two of the three is the Park Avenue and North Walnut Street areas. Those are in the works hopefully to be started before the end of this fiscal year. The SW Front Street lot enhancements have been funded in FY24 to align with the bridge replacement in the streetscape project, both on SW Front Street.

He noted there is a line item from this year currently for the City Hall parking lot which will be restriped and an additional entrance to make more of a one-way loop.

Mr. Whitfield is recommending that the front of City Hall and the possibility of creating a public plaza area. Some of the vegetation is somewhat overgrown and there is a question of the need for the circular driveway and whether or not it may be a better use of space to actually put in public space to be used as a public gathering space or similar open space. Other city halls have a really nice front entrance and it may behoove us to look at what might be done in the front of this building.

IT Director Matthews stated that we on track to complete our network design within budget. In addition to redesigning the network, we identified the need to replace outdated or worn cabling in our building. That is the reason for cabling upgrades referenced.

As mentioned earlier, there are still several security and disaster recovery items that need addressing. Additionally, we are a member of the multi-state information sharing and analysis center that works to improve cyber security for state and local government and completed the cybersecurity self-assessment where significant opportunities for improvement were identified. The plan is to apply the remaining funds toward closing all the gaps and ensuring that our infrastructure is reliable, safe, and as impenetrable as possible.

Also for FY23, PC and hardware replacement has been combined. In FY24, the plan is to set aside reserves to replace all PCs. Going forward, IT would manage centrally the replacement of the PCs for everyone.

Planning Director Pierce reported the only item in planning is a potential GIS server replacement that will be used by the IT department and the city engineer and will host the GIS data and mapping applications.

Director Vitola stated that in the finance area, one of the items that might come off is the \$20,000 item for the server closet. This time last year, we anticipated that being a greater need than it really is. He believes the soonest that could be worked on is FY24 and the reason for the revised approval in FY24 to 25.

The \$65,000 air filtration system is a carryover project from FY22.

City Manager reported that under police, the obvious replacement vehicles are on an annual basis, and the big project is the police facility which bids should be awarded at the April 20th special meeting.

When asked about the police fleet vehicles, Councilmember Fulton said his employer is experiencing major delays in fleet purchase and asked how our police are looking at that. Mr. Whitfield explained that same applies to the additional vehicles that Council authorized for the take home vehicle program. They were ordered right after Council made the award and expect them in by July.

Councilman Fulton asked for confirmation the prices was locked in because police vehicles have increased by 15% at a minimum in fleet vehicles.

Director Dennehy stated that in terms of the P&R CIP, there is very little in terms of equipment this year, meaning little in the way of vehicles as well. In terms of building, the armory maintenance shop needs continued improvements and everything from door access to replacement of doors in order to make it a really good working livable building for the crews.

The majority of capital projects is in terms of advancing parkland. He has existing items that need to be maintained and everything from pavers to some irrigation wells at Tony Silicato Park. With the purchase of the Sharp property, it is important to hold onto these visions and continue to do something with what is being purchased with the whole Deep Herring Branch Greenway to the south of town.

He hopes the public bathroom will be funded and completed this year.

It was confirmed the front building does not fall under the Parks and Recreation responsibilities. Only the back building which is their maintenance shop and where their lawn mowers, mulch, trailers, etc. are stored.

Mr. Dennehy confirmed the fence has been rerouted so the drive can be used completely around the front building. In the springtime, he is hoping to make some paving improvements to create additional parking.

When asked if the \$500,000 for park acquisition is anticipated to be beyond FY27, Mr. Dennehy said yes that is for land acquisition and hopes to continue moving forward noting the need for more open areas for recreational uses.

Mr. Whitfield reiterated this is only a plan and the next phase will address funding sources noting multiple grant sources, land trusts, Sussex County and some State opportunities.

The City Manager also responded to questions about the roof issues at the main Armory building. ARPA funds have been requested which is currently under review.

There were lease and maintenance issues presented by Councilmember Fulton. City Manager Whitfield said there are some lease issues being handled by our solicitor. Councilmember Fulton expressed a number of liability concerns despite what how the lease reads.

Solicitor Rutt stated that under this type of situation, the tenant is responsible, under the lease. But if the tenant is not doing something, then the landlord does have the obligation to mitigate. And the landlord should do whatever is necessary to try to lessen any type of damages, whether it be damage to the building or potential liability to the public.

Though he understands there is always that out clause, so to speak, that the insurance carrier will raise, and because you didn't do something to protect this and we're going to do some type of a limit of liability. If there is a real problem that is known with that building and the potential of the damage to that building, the City should consider doing something to the roof. Then go back to the tenant and inform them that though we fixed it, it is your responsibility and you need to pay the City for stepping in here.

Councilmember Fulton thanked Mr. Whitfield for looking into it.

Mr. Whitfield said this is a very aggressive plan and he went back to staff numerous times and asked that the plan be thinned out a little and stretch some projects out. The first iteration had about \$17 million worth of projects in the first year.

The main thing he needs from Council on April 20th is any additional projects that need to be added or removed and if the timing is suitable. It is a plan built on every year and though staff creates it, it is a plan of the entire community.

Councilman Baer asked Mr. Dennehy if there is a possibility of adding a second entrance to Goat Island added. He had talked to him previously.

Mr. Dennehy said he has been waiting for a proposal from a fence contractor. What they want to do is basically remove that and put in a rehab and then put in a pedestrian walkway and also have a gate for vehicle traffic as well. He thinks that can be done out of the operating budget this year because it will not involve a large expense.

Request/Recommendation/Walnut Street Calming Device

City Engineer James Puddicombe stated this is a request for a speed study along South Walnut Street. There have been a number of complaints regarding speeding and there have been some notable improvements on Seabury with the all-way stop controls.

One major difference between the streets is that Seabury is a minor collector street and Walnut is a major collector street. So stop signs may not be the best option. We would want DelDOT to evaluate that. He is asking Council to provide permission to go to DelDOT and have them do a speed study, similar to what was done with Kings Highway and consider what DelDOT comes up with for options. That does not always take stop control off the table, but it will give some additional options.

Councilman James stated that he wants all the streets in Milford to be safe, whether it is a city-owned or state-owned. His concern is we need to be careful and referenced other towns that have stop signs everywhere. The prevents traffic from flowing. It might make someone think it will slow people down and make them stop speeding. But if we have vehicles stopping all the time, we are going to potentially end up in a worse situation. But he agrees we need to put this in DelDOT's hands to figure out what is needed.

At the end of the day, DelDOT is going to tell us to do what we want and the decision will be left in our laps. He will be watching this and wants to be very careful.

Councilman Culotta said he has had plenty of request and feedback from his neighbors that live on South Walnut. Walnut Street is a major artery, but it is also a street with houses close to the street. With the new developments on the southern end of town—Milford Ponds and Simpson Crossing, will cause a lot more traffic. He wants a walkable City which is a priority. In order to do that, there needs to be a safe way to cross the street.

He said a traffic study was done previously and found most people don't speed and most people are within the ten miles over. But there are some people that speed excessively and it only takes one to cause an accident. He understands we don't need to stop every ten feet, but to allow time for people to cross the street, stop signs may be necessary. And maybe something in the McCoy Street area coming into town and then something else closer to the railroad track area such as Kings Highway.

Councilman James said he did not make an assertion either way, and said he thinks we need to be careful on how to address it.

Councilmember Culotta said he was not in favor of the stop signs on Seabury because he did not feel enough people complained. But they were installed and it has slowed down traffic and the same principal can apply to the southern end of town.

Councilmember Fulton said the only people he has seen going through the stop signs without stopping now are bicyclists and he worries about them. He applauds Milford PD for enforcing the new stop signs to people understand that full stops are required.

He has seen cars go down Walnut Street at 40 miles an hour. Councilman James said there is not one street in Milford where speeding does not occur.

Councilman Fulton agrees that engineering changes need to be put in place and full time 100% enforcement of one area of a street will mean the loss of one police officer patrolling the City preventing the almost 400 felony arrests that are currently being made by these officers. Engineering is his first answer.

Several options were then discussed including a signal button, lit crosswalk, or barriers that impact traffic.

Councilmember Fulton move to request DelDOT to do a traffic calming study on South Walnut Street, seconded by Councilmember Culotta. Motion carried with Councilmember Marabello abstaining because he was not in attendance during the conversation.

Mr. Pierce reviewed the following three introductions, which will be reviewed by the Planning Commission at their April 19, 2022 meeting:

Introduction/ORDINANCE 2022-16

Application of Ribera Development LLC on behalf of Legal Owner Michelle E. Gardner/Trustee of Stephen G. Draper; Westwood Subdivision for the Planned Unit Development and Preliminary Major Subdivision of 130.50+/- acres of land, in an R-2 Residential Zoning District; Property is located on the north side of Williamsville Road approximately 2,3000 west of the ST 14 and US Rt 113 Intersection in Milford, Delaware; Present Use: Vacant; Proposed Use: Planned Unit Development; Tax Map: MD-16-182.00-01-11.00 thru 21.00

Introduction/ORDINANCE 2022-17

Application of Food Bank of Delaware to amend the previously approved Conditional Use permit of 11.50+/- acres of land in an OC-1 (Office Complex) Zoning District; Property is located on located along the west side of Delaware Veterans Boulevard within the Independence Commons Business Park; Address is 102 Delaware Veterans Boulevard, Milford, Delaware; Present Use: Vacant; Proposed Use: Charitable and Philanthropic Organization; Tax Map: MD-16-173.00-01-02.08-000

Introduction/ORDINANCE 2022-18

Application of Vincent Olsen for a Conditional Use Permit

0.163 +/- acres located along the east side of S. Walnut Street between SE Second Street and Barker Street; Address is 213 S Walnut Street, Milford, Delaware; Comprehensive Plan Designation: Low Density Residential ; Zoning District: R-2 (Residential District); Present Use: Single-Family Detached Dwelling; Proposed Use: Same with Accessory Dwelling Unit; Tax Parcel: 3-30-6.20-053

ADJOURNMENT

There being no further business, Councilmember Marabello moved to adjourn, seconded by Councilmember Boyle. Motion carried.

The Council Meeting adjourned at 8:24 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

CITY OF MILFORD
COUNCIL WORKSHOP MINUTES
April 20, 2022

The City Council of the City of Milford convened in a Workshop Session on Wednesday, April 20, 2022, beginning at 6:52 p.m.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilpersons Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta, Brian Baer, Nirmala Samaroo, and Jason James Sr.

STAFF: City Manager Mark Whitfield, Police Chief Kenneth Brown and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

ABSENT: Councilperson Katrina Wilson

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops held in the Council Chambers at City Hall. Attendees participated virtually as well.

Homeless Report/Update

City Manager Whitfield recalled that Council had asked what is being done in Milford with regard to the homeless population. In addition, there was also a report put together by IACP Locla Fellow Melody Barger that outline some possibilities that may want to be considered.

He then introduced Martha Gery of 13 Mill Street, Milford, was present on behalf of Milford Advocacy for the Homeless, which is a grassroots organization formed in Milford last January. She reported the following:

The goal is for two things. One is to serve as an advocacy, meaning whatever services are out there, pull them all together, have them work together, and not create something new if something is already exists. A board member was also in attendance.

There are about 550 in the community that work with them in different capacities. One of their other goals is working with other cities so that it is not more desirable to be in Milford, but that every one of the locating communities is doing the same thing. .

She presented the mission and vision statement that supports serving the community of the homeless people and making sure that they are given a comfort level. They don't want them to become dependent on them but do want them to live in some sort of a human comfort. That is what they work toward not existing.

They try and do everything in a way that treats them as a common citizen. Someone that is valued and someone that get services, just like any other citizen.

Ms. Gery and her husband moved into Milford officially four years ago her job disappeared and decided to work from home. She works for Cisco Technologies who supports this program and do what they call Time to Give by giving her time off for these presentations, in addition to money.

She looked for the homeless in Milford and could not find them. She wanted to see where they were and what could be done for them. After almost a year of looking, she went to see Jim Martin, another board member, and ask him how to find the people. He referred her back to Brandywine Counseling. Thanksgiving 2020 they partnered with them to deliver meals, because Brandywine gets funding for the building and the people and rely on donations of all kinds. That November and December, they had a couple hundred meals at the most. By January 2021, they were doing 400 meals and in January 2022 did 900 meals. It was expanded beyond the bag lunch for breakfast and lunch, and every day they make sure that Brandywine has food for the homeless or anyone else who is in need. That is defined as either food insecurity or housing insecurity and are supplied to feed about 25 or 30 people every day.

Last January, after going through Covid, and deciding they really wanted to do more and to make sure those in need in the community were supported. They became a nonprofit and started supplying small two-person tents with a sleeping bag and a backpack and clothing in July.

They also gave them bikes because if they had transportation, it would give them an opportunity to get a job, and it also helps they are not corralling in one single place.

In November, they received a large donation and were able to give them all new 10-foot high tents and new sleeping bags and clothes and food.

In February of this year, they started with larger tents because many people could not stand up in the tents, considering they are in them all day long when it's bad weather or in the winter. That has been done twice this year. They are now at the place where they have food security every day and some sort of covering.

Some of the goals for 2022 are expanding the Saturday and Sunday hot dinners which has been done. They are hosting fun events for the homeless, just like anybody else that wants to go to the movies or do something other than think about all the things that are going wrong.

They are working on a business plan for a 24/7 shelter. Ms. Gery is not for a flophouse shelter and is talking about someplace there would be a community and they would learn how to be active members of society, how to do a budget, how to get a job, being drug free and resolve any mental issues.

They also looking for a small transportation bus. The hospital often calls them to transport people that are being released from the hospital over to code purple and getting people to code purple by picking them up. They would like to make the bus some obnoxious color and drive it around all of Milford so anyone having or any kind of need for clothing would see the bus in order to be serviced.

The business plan for a warming room is also in progress. Thinking ahead, Brandywine is open from 8am to 3 pm. From 3pm to 8am, there is a gap and they have nowhere to go when it is freezing outside. Having a large warming or cooling room where they could come, watch television and play games until we could transport them over.

It would also be nice to have some kind of storage, kitchen, showers, and bathroom. They do not have a place and the public bathrooms, which she urges the City to consider, for the community. On the weekends, there is no place to get showers and no place to go to the bathroom.

People ask why they don't get a job and why are they panhandling. A lot of these people have lost their documentation and to have a legitimate job, some kind of photo ID is needed, in addition to another form which is typically a social security card. To get a social security card, an ID is needed and to get an ID, an address is needed.

They are trying to partner with Brandywine and Nan has started to help by going out and work with the people, like case working. Find out who needs that documentation. Brandywine has partnered with Catholic Charities to get the money for them and Brandywine will take them to Dover to get their IDs and social security card.

They are also partnering with people in the community who have jobs available.

Housing is a huge issue and the cost of apartments in our or smaller homes is exorbitant. There is nothing less than \$1,000 and \$1,200 is more the average for a very small home and is unaffordable. Looking into the future, group homes are being considered, where they could share the costs. Three or four people sharing a place. That is only around \$500 and anybody working a job in this area could afford \$500.

Ms. Gery then presented a list of the projects are basic needs. People having clothing and always in need of jeans and sneakers. A pair of jeans is \$15 and they have thirty people they are serving constantly which is \$30 x \$15.

One of the things that happens is when they get a job. Before they were getting all the food from Brandywine and were able to wash their clothes and get a shower. When they get a job, they have to pay for all their own food. Brandywine is closed and it costs \$20 to \$25 to do one load of clothes.

Their life has completely changed and their idea is to help them. Some of the programs are what they want to do to help them. They are going to be speaking at the Milford Public Library the second week in May on a Friday to talk to the community about homelessness, what it is, how people can help and get some awareness of why they are panhandling or why they don't get jobs.

The week after that, they are sending out invitations to another event at the library because a coalition has been created of different businesses, both in this community and adjoining communities to try and make sure we have services for these people. That list can then be provided to them.

They are making an impact and are creating the advocacy and are helping those in need. That has been accomplished without grants and any kind of funding. There have been a number of people that have helped and the Elks did a fundraiser last year that raised just under \$5,000. The community gave everything to them for free---their time, the food that was sold and the Elks gave them the building at a no cost.

They have also received some private donations that were fairly large and recently the Milford Rotary has been very supportive as well. They do not have a lot of places to get money and are now looking to get grants. They have applied for the \$50,000 city grant to meet some of these projects that are outlined.

She referenced the organization links that include an Amazon smile, a Facebook business page and most of the information is on their working group page that are all public. They also have a website that includes a donation link.

Council had a few questions, one about their safety and security and medical needs. Ms. Gery said they do their best to encourage them not to be violent. They also encourage to live in community versus by themselves which is a safer situation. She also noted that Nan is a nurse and they just began some street medicine, to ensure their overall wellness. They are also looking for a doctor that could help and prescribe where needed. She also frequently transports them to the hospital.

Ms. Gery said they have not experienced any criminal behavior and she tells them she is on their side and is working with them. Anything criminal should not be seen though some are high when she goes back there. They do call the police if there is violence. She has been out with Captain Huey and his team twice this past week to visit the local encampments. She shares with the homeless the police are here to help and if there is a complaint, they are asked to move from the location.

Ms. Gery very recently started working with the Behavioral Health Specialist who has done some Narcan events for them.

When asked what is being done to help moving this process forward, because the police have had complaints about criminal behavior and mainly from neighbors who have people walking through their yards. Councilman Culotta is constantly getting complaints from business owners about the homeless panhandling at the McDonalds intersection and are causing some safety problems and harassment issues.

He prefers not enabling them; Ms. Gery explained she had a family member who was homeless for 15 years and she kicked him out of her house. There were illegal things going on, but they have the leg up and they want to do the work. They try to do the minimum to keep them safe and alive. They have only been around for a little over a year and only have so many members. If she is able to get the volunteers, they will create programs to help them to get the mental health connections as soon as they need it. They just got someone who is a mediator who will be working with them. They want a job program because if they have security of food, of home and a job, they are more likely to be successful by getting out of homelessness. That usually takes two to three attempts because it is a hard transition because they are not socialized. Because of that, they lose a lot of their common courtesies and knowledge. They have to rework back into that.

They want to get them into a program to get them to be a productive person within the community.

Ms. Gery shared a number of ideas they have to find a location to be able to put them. If there is already a building there, that is even better. But find a location that will be acceptable to the community, because no one wants anybody in their backyard. But getting a piece of property where they can get the services they need so it is not too far out. Getting a place is number one.

There is a place in Reading that is a 225-bed facility and this is exactly what they do and have had great success. They have to sign that agreement that requires them to do certain things. If not, they will not have a place there. Once they have a place where they can be served and monitored, more progress will be made.

She confirmed that on a daily basis, they serve meals to just under 30 people. Last summer, it was 50 and that only includes the people that are consistently there and living in tents or out on the street in the weather. They also have a population 10 that live in their cars. They also have transitional people who are sleeping on couches and have been taken in by family member and are in and out of homelessness.

They are also aware of a number of people who are on the brink of homelessness because they have been renting and often the landlord has sold the home and now they do not have a contract for their lower rent, or they don't accept coupons. Then all of a sudden, they don't have a place to go. Currently here are a handful of people that are in the encampment right now that have jobs and can afford about \$600 but cannot find a place. None are children at this time though many have children that are with family, friends or social services.

Ms. Gery also reported there are about 150 children in our school system that are homeless. They are just not back in that encampment.

When asked if the organization has had any successes of moving someone from homeless to having a home and a job; Ms. Gery said just this week, a couple went from living in a tent for years and were able to get an apartment for under \$100 a week. They just moved in and they will help them.

Last month a gentleman who lived in his car, now has a place. The quicker they can help and get them out of that mindset of homelessness, the better.

Mayor and Council thanked Ms. Gery for the information.

Ms. Barger then referred to the following memo focused more on the homeless on a state and national level and in other communities in Delaware:

Homelessness is a salient issue in almost every single community in the United States. As winter closes in, concerns about sheltering the local homeless population get closer to the forefront of city minds. This memo addresses potential solutions to the homeless problem in Milford, utilizing data gathered from both cities in Delaware and from solutions that are employed in the more national context. Solutions are addressed by type, rather than city, with examples and resource links can be found in the memo in the Council packet.

National Programs

Housing First

Rather than being simply a solution, Housing First is a model that has proven to be successful when utilized. The idea is simple: housing must come before other necessities, such as having a job, receiving substance abuse treatment or other important factors in maintaining a self-sustained lifestyle. Too often, housing provided to the homeless is predicated on various barriers, such as being drug-free, having a job, only staying a few nights, not having children etc. A Housing First approach eliminates those barriers and suggests that, when housed, individuals can more effectively address other solutions like substance abuse treatment and income. Known for its success when utilizing the Housing First approach, Columbus, Ohio has reduced its unhoused population to 1800 people (out of 800,000) in 2018. Similarly, the state of Utah has reduced its unhoused population to fewer than 200 as of 2015 utilizing the

Housing First model. Studies examining the Housing First model have found that when homeless individuals are rapidly rehoused, between 75% - 91% of them stay housed. Often, once an individual is housed, they are offered other supportive services such as job assistance and treatment programs. It has also been found that Housing First costs less than a homeless shelter program by the year. Thus, this model has been shown over the years to offer better results at a lower cost than other models.

Sequim, WA Service Unification

The town of Sequim, WA found its services were redundant and that the funds they allocated to fight homelessness were not being used effectively. In order to better address their use of funding, Sequim created a program known as the Sequim Health and Housing Collaborative that unified their service delivery and allowed their funds to stretch much farther than before. Sequim's unified service delivery functions much like a microcosm of the Continuum of Care – providing services that are broad in range and do not overlap.

Permanent Supportive Housing

Supportive Housing is a program model that has been nationally studied and has proven to be successful in providing permanent housing for homeless individuals. Often those that are homeless cannot maintain housing due to treatable issues such as substance abuse and mental health issues. Thus, simply providing housing is not a realistic solution to their needs. However, supportive housing combines the provision of housing with wrap-around services that provide treatment, job assistance, and other support services on a voluntary basis. However, it should be noted that participation in those supportive housing programs should not be a condition of living in the housing. Subsidies and rent-setting can be used to ensure affordability. An example can be Harrisonburg VA, which provides permanent supportive housing in the form of their apartment development called Commerce Village. Rents are set at a specific rate to ensure affordability, and residents have access to a property manager and to a Peer Specialist to connect them with supportive services.

Community First Manhattan

This program was developed in Manhattan by the Community Navigator group. The focus of this program is to meet unhoused people where they are, provide direct support (such as clothing, blankets etc.) and form relationships before connecting them with more permanent support services like treatment, housing, health care etc. An on-the-street program, Community First fills the gap between support services that are available and people who can take advantage of the support services. It also lessens the contact of homeless people with the criminal justice system and serves to redirect them away from jail time and court mandates.

Rapid Re-Housing

This model utilizes three core principles to provide housing quickly for those experiencing homelessness. The purpose is to prevent homeless individuals from experiencing long periods of homelessness and to help them obtain services necessary to stay in housing for a long period of time. The three principles are as follows: housing identification, rent and move-in assistance, and case management. Housing identification consists of finding housing for those experiencing homelessness to move into, recruiting landlords to serve the population, and designating housing specifically for homelessness people. Rent and move-in assistance helps to cover the costs associated with getting into housing, which are often prohibitive for homeless people. Lastly, case management consists of providing stabilizing services to help people navigate the necessary steps to maintaining their housing. Once the threat of homelessness is over, their case can be closed and rapid re-housing can end (although case management can continue where appropriate).

Shipping Container Apartment Complexes

A few localities have been using shipping containers to provide low-cost housing to homeless and low-income individuals. Salt Lake City, Utah has been creating apartment complexes built from unused shipping containers. Because they're ready-made, it makes the cost of building lower and thus allows the housing to be lower-price. It

also saves building materials during a period of time when building materials are particularly costly. Similarly, Lost Angeles and Washington, D.C. have also utilized this innovation to create low-cost housing for the homeless.

3D-Printed Houses

Some places have taken up 3D-printing tiny homes for the homeless as an effort to overcome the shortage of building materials and provide low-cost but high-quality shelter. This idea has been utilized in other countries more broadly than in the United States, but it is gaining some traction in the U.S. as well. Houses can be built utilizing a printer from ICON and is made utilizing concrete as the main material.

Delaware Local Programs

New Castle County Hope Center

This is a program offered by Friendship House (a Wilmington, DE nonprofit) that converted a dis-used Sheraton hotel into a homeless shelter. This shelter offers temporary housing to up to 400 individuals with the intent of moving residents to more permanent housing. The shelter also offers mental health services on-site and allows animals to stay in the shelter as well. The program was developed utilizing \$19.5 million in CARES Act money, and their first guest to reach permanent housing did so in early April 2021.

Springboard Collaborative Pallet and Tiny Home Shelter

Springboard Collaborative (TSC) is providing small, safe, warm and dry housing opportunities by partnering with Pallet Inc. to provide shed-like houses for homeless individuals. These “villages” will also be connected to wrap around services such as health, substance abuse treatment, job training, mental health assistance and more. There is also additional on-site infrastructure developed that will provide showers and restrooms for the village. However, the Pallet Shelter Village is only step 1 of a 3 step plan.

Step 2 involves a more sophisticated village with broader infrastructure, self-sufficient tiny cottages (both individual and family sized), recreational and treatment spaces, and community and individual gardens. The goal is to provide an even more effective network of wrap-around services in the tiny home village than in the pallet shelter village. The final step looks more broadly at the Delaware environment as a whole and seeks to provide access to affordable housing, personal and mental wellness opportunities, needed support services, education and employment as needed. This program is being developed in Georgetown, DE but has also been tried in Tallahassee, Florida as well as several communities in California. It should also be noted that Salisbury, Maryland is also utilizing Pallet Shelters to construct a tiny home village, so there is a growing contingent of Pallet Shelter communities on the East Coast.

Statewide Programs in Delaware

The Delaware Continuum of Care

The Delaware CoC is a collaborative program of homelessness stakeholders that provides services to the homeless in Delaware. Once an individual is enrolled in the CoC, they have access to a wide variety of services that cannot be offered by a single service provider. The lead agency for the Delaware CoC is Housing Alliance Delaware, a nonprofit that offers a several housing assistance and emergency shelter programs. It is important to be involved in the Delaware Continuum of Care in order to provide centralized care for unhoused individuals (rather than trying to provide services that may be offered by another organization at the same time).

In terms of what is feasible for Milford, there are some barriers to care. Models such as Housing First, Rapid Re-Housing and Permanent Supportive Housing are cost-prohibitive for small localities and general function better on a federal or state level (or a large locality). If there are not millions of dollars available to be allocated toward homelessness and a large enough housing base, it is not possible to provide services that require a lot of money and manpower.

An approach like Sequim's unification of services is a promising idea at first, however, this system functions much like a microcosm of a Continuum of Care. This may be helpful in a large state with a large population, but it seems unnecessary in a small state like Delaware, which has a small enough land mass and population that a single state Continuum of Care can provide the necessary services needed. A suggestion may be for Milford to become more closely linked with the Delaware Continuum of Care and provide more direct services in the area.

Another suggestion is to model Georgetown's efforts to provide housing specifically to their homeless population. Springboard's three-step plan may have some copiable solutions that may function for a small locality. Pallet shelters are an inexpensive way to obtain short-term housing and can be utilized no matter the funding of a locality (if you can only afford four pallet shelters, that's four more than before).

She suggests that Milford examine some of the innovations such as pallet shelters and shipping container complexes, or possibly even a 3D Printer, and consider what may be feasible to provide in terms of low-cost homelessness solutions.

A discussion followed about bathrooms accessibility within the units though most communities have communal bathrooms.

Ms. Gery said she has been in contact with Pellet Inc. who provides a person who designs and creates the facilities to meet the needs based on their size and population.

Various forms of housing was then discussed and it was agreed that a community with rules is a much better situation than the squatting that is occurring and growing throughout the City.

City Manager Whitfield agrees that from a city standpoint, we need to be part of the solution and assist where we can to be consider some solutions. A city government is not good at doing housing projects but making them happen is something that the city can support. But where we put them, how we do it and the regulations needed are something that needs to be worked through with planning and zoning to see how to make it happen.

Council Liaisons

The City Manger referred to the following memo written by City Solicitor Rutt that outlines some of the questions that Council had with regard to having Council liaisons and Council committees.

You asked me to research FOIA opinions to help provide some clarity to the Milford City Council regarding how "committee" is defined and under what circumstances meetings will be subject to FOIA's notice requirements.

WHAT CONSTITUTES A COMMITTEE UNDER FOIA?

The purpose of the Delaware Freedom of Information Act is to ensure, "that our citizens shall have the opportunity to observe the performance of public officials and to monitor the decisions that are made by such officials in formulating and executing public policy...." 29 Del. C. §100001. "Public body" is broadly defined in 29 Del. C. §100001(k) in order to foster the open nature of performing public business.

In Del. Op. Att'y Gen. 19-IB09 (February 22, 2019), the Attorney General's Office set forth the two-part test used to determine whether a committee is a public body and, therefore, subject to FOIA.

First, we must determine whether the entity is a "regulatory, administrative, advisory, executive, appointive or legislative body of the State, or of any political subdivision of the State," which includes a "[board, bureau, commission, department, agency, committee, ad hoc committee, special committee, temporary committee, advisory board and committee, subcommittee, legislative committee, association,] group, panel, council, or any other entity or body established by an act of the General Assembly of the State, or established by any body established by the General Assembly of the State, or appointed by any body or public official of the State or otherwise empowered by any state governmental entity." If the first part is met, we then must determine whether the entity is supported in whole or in part by any public funds, expends or disburses any public funds, or "is impliedly or specifically charged by any other public official, body, or agency to advise or to make reports, investigations, or recommendations." Both parts of this test must be satisfied in order for an entity to be considered a "public body" under FOIA. (citations omitted).

Based on the foregoing definition, the appointment of 3 Council members to investigate and fact gather on certain issues of interest to the City and report back to the Council constitutes the creation of committees. The Council has appointed each committee “to advise or to make reports, investigations, or recommendations” to the Council. As public bodies, all committee meetings must comply with the FOIA public notice requirements by publicly posting notice of the date, time, location of and agenda for the meeting and prepare minutes of each meeting. 29 Del. C. § 10004(e) and (f).

In Del. Op. Att’y Gen. 02-IB33 (December 23, 2002), the Attorney General’s Office found that the Town of Camden violated FOIA when a Council member met with the Mayor to discuss a land use application. The Town argued that no meeting occurred because only two of the five Council members were present and, therefore, a quorum did not exist. The Attorney General disagreed. It determined that the Town Council created a Review Planning Committee consisting of three members, and that a quorum of the committee was present when the Council member met with the Mayor, thereby triggering compliance with FOIA.

As stated in the Town of Camden opinion, “[i]f the public body has five members, and appoints a committee of three members, then a meeting of a quorum (two) members of the committee will be subject to FOIA.” Id. This applies to Milford’s Town Council as well. If the committee includes two Council Members and a department head, and the two Council members, or one Council member and the department head, meet (whether formally or informally) and discuss the issue at hand, a meeting has taken place because a quorum of the committee was present. No action has to be taken for that meeting to be subject to FOIA. “The application of the open meeting law does not turn on whether the Council took any ‘official action’”. Del. Op. Att’y Gen. 02-IB07 (Mar. 22, 2002). “The open meeting law applies to ‘fact gathering, deliberations and discussions, all of which surely influence the public entity’s final decision.’” Id. (quoting Levy v. Board of Education of Cape Henlopen School District, Del. Ch., C.A. No. 1447 (Sept. 11, 1989) (Chandler, V.C.)).

In Del. Op. Att’y Gen. 17-IB12 at 2 (June 19, 2017), the President of the Wilmington City Council appointed a Council Leadership Team consisting of the President, five City Council Members and select members of their staffs for the “purpose to ‘meet regularly with the [City’s] Administration to discuss high-level City-related issues’ and provide a summary of each meeting to the full Council.” The Attorney General’s Office determined that the Team was a public body subject to FOIA, but qualified its holding by stating:

However, we make this finding on the very narrow basis that the Team is a formally appointed body of the Wilmington City Council. Members of legislative and executive branches of municipal governments should not be discouraged from having informal meetings to discuss matters of public interest, so long as those meetings do not involve sufficient members of the legislative branch to constitute a quorum and are not attempts to evade FOIA’s public meeting provisions. Id. at 7. See also Del. Op. Att’y Gen. 17-IB54 (October 10, 2017), which held that a Commission established by a Resolution of the City Council is a public body.

You also expressed concern that, under the right circumstances, the three Council members on any given committee could constitute a quorum in terms of a Council vote on their committee issue if only five Council members are present at the meeting. While the chance of this situation occurring is rare, it is a possibility. To avoid this, it would be prudent for the Council to adopt a policy limiting the number of Council members on any given committee to two. Of course, that committee will be subject to FOIA notice requirements and must maintain minutes of each meeting. In any event, it is important to stress to Council members that consensus votes are prohibited under FOIA and that actions taken in this manner are voidable, because all Council votes must be taken in open session.

SOCIAL GATHERINGS, WORKSHOPS AND OTHER MEETINGS

The Delaware FOIA statute defines a “meeting” as “the formal and informal gathering of a quorum of the members of any public body for the purpose of discussing or taking action on public business.” Id. § 10002(b). Whether a gathering is subject to the FOIA notice requirements will depend on the type of meeting and what is or is not expected to be discussed or acted upon.

Social Gatherings, Civic or Service Clubs, Etc.

As a general rule, Council members may attend social gatherings as long as City business is not discussed or acted upon. The Attorney General’s Office held that, “[m]eetings between one or more council members and citizens for

purposes of local civic or service club meetings, election campaigns, debates, etc. (provided the public official(s) did not constitute a quorum of the Council or any committee thereof) would probably not fall within FOIA. On the other hand, two or more council members meeting with a specific interest group to discuss public business could very well fall within the Act, especially if the persons happen to be members of the same sub-committee or designated to investigate a particular issue.” Del. Op. Att’y Gen. 96-IB02A (October 17, 1996).

Workshops

Workshops are also subject to FOIA. In Del. Op. Att’y Gen. 02-IB07 (Mar. 22, 2002), the Chancery Court held that FOIA applies, not only to gatherings where a public body takes formal action, but also to a “workshop” held at a local restaurant. Otherwise, “there would be no remedy to deter Board members from privately meeting for discussion, investigation or deliberation about public business so long as the Board reached no formal decision at that private meeting.” (quoting Levy v. Board of Education of Cape Henlopen School District, Del. Ch., C.A. No. 1447 (Sept. 11, 1989) (Chandler, V.C.)). The Council must always keep in mind that, “the open meetings law applies to ‘fact gathering, deliberations and discussions, all of which surely influence the public entity’s final decision.’” Id.

National Conferences

In Del. Op. Att’y Gen. 07-IB13 (May 10, 2007), the Attorney General’s Office held that the Board of Trustees of Delaware State University’s attendance at a national conference was not subject to FOIA’s notice requirements, because there was no evidence that a quorum of the members discussed any specific matters of public business. It went on further to explain:

A national educational or training conference – attended by representatives of public bodies from around the country – serves a different purpose. Such conferences are designed to provide training or background information about common issues rather than to address and take action on matters of public business pending or likely to come before any one public body. We do not believe that the legislature intended FOIA to apply when members of a public body attend a national, regional, or state conference or convention to hear speakers on subjects of general interest. If the purpose of the conference is for general education and social interaction, then we do not believe that attendance at such a conference by a quorum of a public body amounts to meeting for purposes of FOIA. The open meeting law should not be construed to deter public officials from attending conferences and training sessions to improve their management and leadership skills and to learn from their counterparts in other states. That is not part of the policy-making process which FOIA entitles citizens to monitor and observe. If a conference concerns a topics of general interest, even one that might affect how a public body might view a future policy issue, the educational session itself would not involve the conduct of public business because the session would be too remote from any actual decision making. Id. at 3 (Emphasis added).

Retreats

Retreats may or may not be subject to FOIA depending on the facts. In Del. Op. Att’y Gen. 04-IB18 (Oct. 18, 2004), the Attorney General’s Office stated that, “[a] retreat is usually intended to bring members of a public body together in a more relaxed, social environment to focus on policy issues and not to take action on specific matters of public business. The purpose of the open meeting law, however, is to open to the public the entire deliberative process of public bodies. When a retreat is used by a public body to discuss issues within the body’s policy-making authority, the public may have a right to attend and receive the same advance notice, including an agenda, which is required for more traditional meetings.” Del. Op. Att’y Gen. 04-IB18 (Oct. 18, 2004) (citing Levy v. Board of Education of Cape Henlopen School District, C.A. No. 1447, 1990 WL 154147, at p.6 (Del. Ch., Oct. 1, 1990) (Chandler, V.C.)

Joint Meetings

Certain matters may give rise to joint meetings of two or more public bodies. In Del. Op. Att’y Gen. 97-IB13, this occurred when the Mayor and three Lewes City Council members attended a meeting with the Chamber of Commerce to discuss “matters of public concern”. The meeting was not publicly noticed. In its analysis, the Attorney General’s Office explained:

The issue turns on whether members of a public body attending such a joint meeting are there simply to listen and learn, or whether they actively participate in the discussion or resolution of any issues of public concern. Even though the members may not vote on anything at the joint meeting, the same issues may be raised at a later meeting of the single public body. That creates at least the appearance that decisions affecting the public are being crystallized out

of the public view, and the public vote is only a “ceremonial acceptance.” Levy v. Board of Education of Cape Henlopen School District, Del. Ch., 1990 WL 154147, at p.7 (Oct. 1, 1990) (Chandler, V.C.). “[R]arely could there be any purpose to a nonpublic pre-meeting conference except to conduct some part of the decisional process behind closed doors, ... [A] sunshine statute, being for the benefit of the public, should be construed so as to frustrate all such evasive devices.” Id.

Id. at 4. In this particular instance, no FOIA violation was found because the Chamber of Commerce is not a public body and because no public business was discussed. However, the Attorney General’s Office offered some sage advice for future meetings.

The City is cautioned, however, that attendance by members of the Council at meetings like the one with the Chamber of Commerce may trigger the requirements of FOIA. To make certain that their attendance is merely to listen and learn, it behooves Council members to take notes or otherwise memorialize the proceedings, in case there is a question raised in the future about the applicability of FOIA. When in doubt, all that the Council need do is to give notice of the attendance by members at a meeting sponsored by another body, the date, place and time of that meeting, and the subjects to be discussed. Such notice requires only a modicum of time and effort, and will help save the City from any FOIA scrutiny. Id. at 5.

Policy Considerations

The City should consider adopting a strict policy prohibiting the discussion of public business at a Chamber of Commerce, SCAT, conference or other social setting that is meant to be informational only. Once public business is raised, the Council steps into FOIA territory which will not only require prior public notice, but it will also require maintaining minutes of the meeting.

Council members also need to be mindful that socializing in public, carpooling and the like can raise questions as to whether they are discussing public business outside the open meeting setting. There may be an appearance of impropriety even though none exists. See Del. Op. Att’y Gen. 96-IB26 (July 25, 1996) (“We caution the Council to keep in mind that non-public activities of Council members, such as the tour in question, will always be viewed with suspicion by the public and the courts. Such activities foster distrust which undermines the Council’s ability to govern effectively and leads to complaints such as this one.”) If challenged, the person who makes the allegation, “must make at least a prima facie showing that a meeting occurred.” Del. Op. Att’y Gen. 05-IB10 (Apr. 11, 2005) (citing Gavin v. City of Cascade, 500 N.W.2d 729, 732 (Iowa App. 1993), for the proposition that “[a] plaintiff must show substantive proof of a secret meeting rather than mere speculation in order to shift the burden of going forward.”). However, “the Council will always have the burden of proving that the activity in question did not involve a non-public meeting of the Council in violation of FOIA, and any doubt about the issue will be resolved in favor of the public, rather than the Council.” Del. Op. Att’y Gen. 96-IB26 (July 25, 1996).

CONCLUSION

Although two or more Council members meeting and working on a specific issue with a department head constitutes a committee subject to FOIA notice requirements, it is our opinion that one Council member meeting with a department head, the City Manager or both together should be permissible. To the best of our knowledge, the Attorney General’s Office has not yet determined that such a meeting will constitute a committee meeting subject to FOIA notice requirements.

Because the purpose of FOIA is the permit the public to view the actions of the government, when in doubt, it is always best to notice the meeting by posting the agenda on the door of the public body’s office, if there is one, or the meeting place at least 7 days in advance of the meeting. While it is not required under the FOIA statute, posting all meeting agenda on the City’s website on the Public Calendar conveniently provides valuable information to the public and demonstrates the City’s intention to conduct business transparently. The bottom line is, err on the side of giving notice rather than assuming a meeting does not require notice be given.

this really grew out of the question that came out of your retreat, where three people were assigned to a particular issue, and that was a committee that that was a committee at ad hoc committee of Council so.

Solicitor Rutt stated that bottom line is, any committee requires a notice of the meeting time, date, place, and you have to keep minutes.

In light of that, the question of a liaison that was floated would consist of Councilmembers meeting with department heads would in fact be considered an ad hoc committee. However, one councilmember can meet with the City Manager or Police Chief and discuss matters without it falling under FOIA.

When asked for questions, Councilmembers questioned the educational intent and tied that into several scenarios that involved a quorum of council. Councilmember Culotta said all of council are equal and no one is more or less important than the other. He thinks it came out of getting rid of committees.

He said he is interested in economic development and Jason is interested in finance. He doesn't under the big deal of still having the committees if everyone is still on them; Mr. Whitfield said that based on what Solicitor Rutt is saying. The problem was for the four years he was involved, the committees met very sporadically and last year, finance was one of the few that met on a regular basis.

Councilmember Culotta suggest all eight members be on every committee and is the solution. He asked if someone can be the chair of the committee or does it have to be the mayor; Mayor Campbell said that when we have committee meetings, then it comes back to Council and have the same discussion twice. That seemed like double the work and time consuming. It simply prolonged any decision being made.

Councilmember Culotta said if we return to committee meetings, whatever is discussed should not be discussed and voted on again at the Council meeting the same night. The committee meeting is similar to a workshop and a discussion should occur and the matter be postponed until a later date or vote to move to an agenda item on the Council agenda.

It was agreed that with committees, a select group of Councilmembers is receiving more information than Council as a whole. In his opinion, all Council is equal and Mr. Whitfield does not like providing information to one person and not everyone else. Whether that is in a committee meeting, his office or in a memo.

Councilmember Fulton agreed that the committee members have most likely agreed to what was discussed at that committee meeting. There is already a quorum in favor of the vote before the balance of Council is made aware of a situation. He agrees with the City Manager that three people should be in charge of one thing and the other three in charge of another. That is the reason it was changed to workshops where all of Council were in attendance and could participate.

Councilman Culotta remembered that when he first got on Council, everybody was showing up for all the committee meetings. And then it was changed, and only the committee members could participate.

Solicitor Rutt said anyone can show up, but cannot sit at the dais and participate.

Councilman Culotta prefers all eight members be on the committee. Solicitor Rutt confirmed that the vote still has to be taken to a Council meeting with the same eight people.

Mayor Campbell asked if everyone is on the committee, but they will have to bring it to a Council meeting to vote. Solicitor Rutt said that can be done without any discussion.

Councilman Marabello asked if everyone is on every committee, a quorum of five is needed. Without that, no recommendation can be made. It was agreed that if there is no quorum, there should be no meeting.

A long discussion followed regarding quorums.

Councilmember Boyle asked if a committee of the whole is being considered, in which topics are discussed before a Council meeting. The committee of whole then recommends it be taken to Council and it is then added to the Council agenda and voted on the same night. He sees a problem of what Council will talk about and possibly interests they want the staff to discuss. Then take it forward. That would require a committee of the whole, listening to topics, make a recommendation and take it to Council. Those same items should be on the agenda at the Council meeting.

The item must be on both agendas and ready for a vote of Council. No action can be taken until it is added to the Council meeting.

Councilmember Culotta presented his opinion on economic development. He can talk to the Mayor who might listen to him or not, he can talk to the City Manager and maybe he listens, but maybe he doesn't. But there has been no discussion in an open legal meeting with other Councilmembers. He could talk to Councilman Boyle, he could talk to Councilman James, but if he talks to too many people it could be a FOIA violation.

Solicitor Rutt noted the City Clerk suggested the consent agendas. Jumping ahead at the order of business, item five is approval of consent agenda. There could be a committee meeting on economic development. The committee recommends to Council approval of a \$5,000 grant. Then it goes on the consent agenda and needs no discussion. The consent agenda is then approved which includes that item.

Councilman Fulton agrees it appears they are being repetitive and repeating the same information with the same discussions. Sometimes it generates new questions, but the outcome is almost always the same. It just takes a lot longer to get there.

Councilmember James agreed it the redundancy that gets to you It is grueling in his opinion.

Councilmember Culotta said he is going to reiterate the need for committees to iron out police, economic development or a finance item. It makes sense that if it discussed in the committee, it should not be seen on another agenda for discussion.

City Manager Whitfield suggests going back and looking at the workshops since beginning in January, one of the items was sidewalks. That would have fallen under a public works committee, though it was a committee of the whole because it was discussed by eight members at a workshop. The building code was discussed and sprinklers. That could have been discussed at a committee, but again, it was discussed by council as a whole acting as a workshop. In his opinion, the committee is already meeting as a whole in a workshop session.

Councilmember James agreed and suggests changing the workshop to a committee meeting without adding a third meeting. Council is already discussing these items, but under a different name. Councilmember Culotta said that there can be no vote in a workshop. Councilmember James said that is why he said make it a committee meeting instead of a workshop.

Councilmember Culotta disagrees asking how four different topics can be discussed at a workshop. He said the committee meetings are related to the structure of the City government—public works, police and economic development. Councilmember James said the same discussion is going to occur at a workshop.

Councilmember Culotta said that Council has always had workshops, committee meetings and council meetings. The Mayor decided that this has become redundant and it is pointless. So he decided to assign a councilmember to be a liaison in charge of a department. Then the Solicitor said that cannot be done and it opened up another can or worms. He said Council needs to either go back to the committees or don't have committees but he does not think how you get across certain items.

Councilmember Fulton said as was discussed and sometimes a committee meeting could be held. But for the most part, the only two meetings a month would be a committee meeting and a Council meeting. Nothing more.

City Clerk Hudson explained that what happened when the last City Manager was hired, he began to schedule the committee meetings every month or every other month. These committees, including the economic development committee, did not really have topics to discuss at each scheduled meeting. So they were discussing the same topics over and over. It became more than redundant.

Prior to that, the police committee maybe had two meetings a year, when it was needed. However, finance is a little different because that changes daily. All other committee meetings were only scheduled when a topic needed to be discussed.

When asked how many were really active, Ms. Hudson said only the finance committee was really active on a regular basis. Councilman Culotta said if the committee chair works with the Mayor to schedule the meeting, three times a year is about right. The number of meetings should be established by the chair because that is his priority agenda.

Mayor Campbell also pointed out that we have guest speakers at workshops on a regular basis.

Mr. Whitfield pointed out we have budget hearings coming up. That could be changed to a Finance Committee meeting.

Solicitor Rutt said from what he is hearing, perhaps an outline of what the meetings would look like. If one meeting was structured as a committee meeting/workshop, like tonight. Then a second meeting in the month when all that is voted on through a consent agenda.

Councilmember Fulton said if that were to occur, we could schedule a time for the public to have a voice during the Council meeting. Right now, there are many people very upset they don't have a voice to City Council. Even though their emails are read and their concerns are brought before Council. However, there needs to be a strict time limit.

Mayor Campbell pointed out that Georgetown and Seaford are presently experiencing very volatile residents speaking at a Council meeting. They are yelling and cursing and when the gavel came down, they do not stop.

City Clerk said it also needs to be determined whether the comments would only apply to agenda items. It was not a time for a free for all. There was 15-minutes designated at the beginning of the meeting.

Solicitor Rutt said the requirement at Sussex County is to sign up in advance and provide your name, address and the agenda item they want to comment on.

City Manager Whitfield expressed concern about residents who want an answer to a question, which should not be allowed. It should not turn into a debate and instead, an opportunity for give their opinion on a matter.

There was a recommendation that the monthly reports also be included in the consent agenda because the information is provided in advance.

Council Rules of Procedure

A discussion followed about public input and Council agreed that anyone that spoke could only address agenda items. They also agreed to designate a 15-meeting time frame with a three-minute limit per speaker. Solicitor Rutt suggested any sign up in advance of the meeting on a clipboard, with their name, address and topic. The city clerk would then announce each speaker.

City Manager Whitfield said he has also seen it where the public comment period can be held at workshops, committee meetings or any meeting of Council and it was confirmed that it should only occur at a formal Council meeting.

Under FOIA, public comment is not required. However, it is allowed, it must be open to anyone but perimeters can be set. Maximum time and comments restricted to agenda items.

Solicitor Rutt had some other comments. Under the executive session, 1) calls it to order in open session. 2) motion to enter executive session and that should also say in open meeting.

Under new business, it says presentation, city council discussion, questions. Then it says deliberations and he recommends eliminating deliberations.

He would also eliminate adjournment because that occurs when Council is back in open session and is already listed as an agenda item.

Under public hearings, most jurisdictions including Georgetown, Seaford, Milton and Sussex County Council do this, when the public hearings are called to order, the Mayor would announce the public hearing and then turns it over to the solicitor who runs the public hearing portion. At the end of the public hearing after public comments are taken, he would turn it back to the Mayor for deliberations and a vote.

When asked if council takes comments prior to the public hearing, or after, Solicitor Rutt said it would be after. During the course of the public hearing on zoning applications where public comments are required, if a councilmember has a question of the applicant, that Councilperson asks to comment and then asks the question and keeps the question on what is there in front of them.

Solicitor Rutt emphasized that any comments by Council need to be on the application and not about riding by a property and observing that. It is also improper to comment about they really like what the developer is doing, for example.

Councilman James said rules of procedures are great and there is a need to embrace it to allow Council to be much more productive during their meetings.

Solicitor Rutt said he recommends turning the public hearings over to the solicitor to run that part. Then it is turned over for a vote.

Solicitor Rutt said that at last night's Planning Commission meeting, there was 25 people or more that sat here for more than an hour while they addressed technical issues. One of the problems was two members were participating virtually. One member was on vacation, one member never shows and two members were virtual. Three were in the Council chambers but nothing could occur. The virtual meetings are for public accommodation and not as much for the member accommodation. Under the virtual meeting statute in Title 29, 1006(a) titled open meetings, virtual meetings, reasonable accommodation for members with a disability. It states that a member attending a meeting through the use of an electronic means of communication, as a reasonable accommodation, is considered present for all purposes as if the member is physically attending.

Solicitor Rutt said if available, Councilmembers should attend. It is a bad look for the public if you are not. If it is an Emergency, on vacation, at work or for some reason you have to stay home with a sick child, that is a reasonable accommodation.

Councilmember Culotta agrees that everyone lives in town and there should be an effort to be here. However, we are in a new age and the technology is here. Just because something didn't work does not mean we change our policy. He said we paid a lot of money for this technology. If that means and Dale and his staff need to be here for every Council meeting because it is a live event, then so be it. But where we are with technology today, he should be able to attend the meeting from anywhere.

Solicitor Rutt said his point is that if everyone had been here. With a quorum, that agenda could have been amended and some things, like a vote on a final site plan that had no public input, could have been done. It was a very bad look in his opinion and many people grumbling.

Because a council meeting is an event, Councilmember Culotta feels the necessary support staff should be instantly available should there be a problem.

City Manager Whitfield noted there is proposed legislation that will require a quorum of members at the site of the meeting before it could be called to order.

Solicitor Rutt also added that under the parliamentary or additional procedures and some of the things here, one of the things he has noticed is a lot of unnecessary discussion. First, Mayor Campbell runs the meeting and he has the ability to cease or limit discussion that is unrelated.

At the last meeting, there was a lot of discussion about a stop sign on South Walnut Street. There was no motion and what happened is Mr. Puddicombe made a suggestion or recommendation to authorize DelDOT do a traffic study.

That is what should have been voted on. Councilmember Fulton said he made the motion and it passed. Solicitor Rutt said eventually, but there was a long discussion of fifteen minutes on everything but the recommendation.

Councilman Culotta said there was a lot of people that showed up and he receives calls all day long from people on South Walnut Street that say speeding and safety is an issue. He said it is his job to present those concerns during the meeting.

Solicitor Rutt said now that is going to DelDOT and it will come back with something and that discussion will occur again. Everything that was said in that fifteen minutes that none of us will ever get back, is gone and will be said again. He is only suggesting to think about that because at the end of these meetings, when Councilmember are complaining they have been here four hours. He suggests that Council think about what is before them, what has been requested and in that instance by staff, or is there a motion and what is the discussion. Just kind of reel it in to prevent these long conversations where information is repeated again and again.

Councilman Culotta said the Mayor is in control and he has the gavel whether someone speaks too long or a Councilmember rambles on too long.

Councilmember complained that a Councilmember could go on and on, then another Councilmember could speak after every other Councilperson speaks and asked if there is some rule or procedure that needs to be considered with regard to how often or how much a Councilperson speak.

Solicitor Rutt said under Robert's Rules, there are two opportunities for discussion. Nothing more. Councilmember said he would like to see the rules enforced uniformly.

City Clerk Hudson also pointed out that in parliamentary procedure, one member talks and is unable to talk again until every other member has had an opportunity to speak, should they choose to talk. Council agreed to try and abide by that.

Councilman Culotta said as a politician he needs to say things, or make things clear in a Council meeting. Then if it is controversial or that popular it can then be relayed in the news. But it is the Mayor's job to say we are done with this discussion. Councilman James does not feel it is fair to Mayor Campbell to require him to hit the gavel constantly throughout a meeting, and some professional courtesy is needed.

CIP Review

City Manager Whitfield referred to the updated CIP list and asked if there are any other items that are needed or that should be removed.

Councilman Marabello asked if the public bathrooms are listed. He asked if they are planned for the park area and would like something downtown so they can be used during the many events that occur there. Mr. Whitfield explained that P&R Director Dennehy suggested placing it next to the pump station on Washington Street, though that does not mean that is the best location. It is still open for debate, but there is a money for one included in the current CIP.

P&R Director confirmed the bathrooms at Tony Silicato Park are open during daylight, and typically 6:00 am to 9:00 pm. They are set up on a timing system with control panels and locks and opens on its own. The City's cleaning crew handles the maintenance and based on the time of the year, is cleaned anywhere from three to five times a week.

It was suggested that if a standalone bathroom is placed in the park, an ATM should be added in the area as well.

Councilmember Fulton said that during the break, they talked about having internet open for people to use and he does not see it. City Manager Whitfield said he will add that. He explained that if we want to provide free broadband city wide or certain areas, there are issues that need to be addressed first, including the Public Services Commission. Councilmember Culotta said if he can get it at his house, why would he pay Comcast.

Mr. Whitfield said we can determine what is legal for the City to do and what it could cost and how to implement it.

The CIP is on the April 25, 2022 agenda for adoption.

There being no additional items on the agenda, the Workshop concluded at 7:36 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

CITY OF MILFORD
COUNCIL MEETING MINUTES
April 20, 2022

The City Council of the City of Milford met in a Special Council Meeting on Wednesday, April 20, 2022.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilpersons Daniel Marabello, Mike Boyle, Andrew Fulton, Andrew Fulton, Todd Culotta, Brian Baer, Nirmala Samaroo, Jason James Sr., and Katrina Wilson

STAFF: City Manager Mark Whitfield, Deputy Chief Edward Huey, and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops held in the Council Chambers at City Hall. Attendees participated virtually as well.

CALL TO ORDER

Mayor Campbell called the meeting to order at 7:02 p.m. for the purpose of awarding the bids for the new Police Facility.

Bid Review & Award/MPD Facility

City Manager Whitfield opened by stating this is a culmination of the last few years of work of coming to the point of awarding bids for the police station. And thanks to the job that Becker Morgan, Richard Y Johnson, Public Work Director Mike Svaby and Finance Director Lou Vitola have done, he is happy to report all the bids came in just as Richard Y Johnson and Becker Morgan stated they would. As a result, there are very few surprises.

Public Works Director Mike Svaby then introduced Architectural Designer Bryan Cusick from Becker Morgan and Dean Johnson from RY Johnson.

He referenced the following information:

In January of 2022, Council gave permission for the City's Construction Management Firm Richard Y Johnson (RYJ) to advertise seventeen trade/bid packs for construction of the new Police Headquarters Building.

Design was finalized and during the week of February 14th, RYJ advertised these requirements on the open market. On March 22, 2022, bids were received, opened, and read aloud in a hybrid format – both publicly in person and by Microsoft Teams video conference beginning at 1:00 at City Hall.

Bids were then tabulated, and scopes verified by RYJ. Public Works, Finance, Richard Y Johnson, Becker Morgan Group and PD conferred about the various elements of the bid submissions, including the bid alternates, financing, and programmatic need.

As a result of the turgid economic environment, staff requested a Special Session of Council today, April 20, to share the result of the bids and engage in a dialog that would lead to Council's concurrence with award no later than April 21st, 2022, thereby insuring the bids' 30-day price validity. The project's needs are especially vulnerable to the steel commodity, specifically in the area of construction raw materials and the mechanical systems in the building's design.

The way the bid was structured into seventeen different bid packs, and a couple by trade.

The base bid consisted of the site work in the building and five alternates. The first alternate was the rehab of NE Fourth Street was an important one. They did not want a new facility and the associated street in a deteriorating condition.

The size of the parking lot, in an expanded fashion, was considered. Sod was considered in the front area. A storage building for the site was considered. Alternate five was a high-density filing system which allows storage of hard files.

Mr. Johnson then presented the bid tabulation sheet, showing all bids. Those highlighted green are the low bidder and recommended and if they have a role in any of the five alternates, there will be a number in there.

He stated that after the bids were accepted, they had scope reviews with all the contractors to make sure they were comfortable with their numbers and their scopes will work. That is documented and signed by the contractor verifying the specifications are correct.

Mr. Johnson stated that Zack Excavating is recommended for contract one/site work, with alternate one and two in the amount of \$1,939,124.

The second bid pack was contract was concrete and the recommended bidder is Gullwing. There is a substantial spread between them and the next bidder, but this is a firm they have worked with in the past and actually worked on Delaware State Police Troop 7.

The third bid pack was masonry, and the low bidder was L. Wilson Masonry whom they use on a regular basis.

The fourth bid pack is for steel work and the low bidder is RC Fabricators; the fifth bid pack is carpentry and general work, and the low bidder is Conventional Builders.

Mr. Johnson also noted that many of these contractors, such as Wilson Masonry, Gullwing and Conventional Builders are all local and out of Harrington and Houston.

Quality Exteriors (Harrington) is the low bidder for roofing and are out of Harrington; Precision Door (Dover) is recommended for the hollow metal doors and is the old Advantech.

Bid pack 8 is for aluminum, storefront/glass, and glazing. Low bidder is Walker Laberge. Contract nine is for metal stud drywall and the low bidder is Peninsula Acoustical.

Contract 10 is acoustical work with Master Interiors the recommended award. Contract 11 is for floors and Tri-State Carpet is the recommended bidder. Though they were the only bidder, the bid came in under was what estimated. They also have a storefront in Milford.

Contract 12 is for painting and the low bidder is M&S Painting. Contract 13 is casework and Modular Concepts was also the only bidder. That bid came in a little higher than the estimated budget, but they are a very reputable company who is used by RYJ on a regular basis.

Contract 14 is for mechanical work with Sobieski is the apparent low bidder.

Contract 15 is for fire suppression/sprinkler work and Bear Industries is the low bidder.

Filec Services is the low bidder on Contract 16 which is the electrical work.

Bob Breeding was the only bidder on Contract 17 and they recommend rejecting that bid which would have been for the maintenance building which is alternate number four.

Councilman Culotta asked why the metal building was not being awarded. City Manager Whitfield pointed out that all the alternates, including HVAC, electrical, came in around the estimated price, but that building came in about twice as high as estimated.

The City Manager said this can be considered at a later date with money remaining in the bond issue and funded at that point.

Councilman Culotta pointed out a metal building was bid and not a pole building; Mr. Johnson said there has been discussion since about changing the structure type to a pole type building which would be much more economical.

Director Svaby noted that the scopes were verified with the bidder, especially for all low bids and in some cases two or three deep.

He said alternate three for sod is not being recommended and came out higher than expected. Instead, it will be seed and grade at least for the first season.

Alternate four (maintenance building) is also not recommended and the estimate was about 72% higher.

Director Svaby talked to Chief Brown earlier today who confirmed he did not need to proceed with alternates three and four.

Councilman Culotta asked if the sod can be done internally. Director Svaby said that sod is an expensive investment and came in at \$35,000 for the front yard only. He added that grass is only as good as taken care of. The sod would need an irrigation system and that idea needs to be rethought. He noted that most projects start with seeding and grading and are very successful.

Finance Director Vitola referenced the summary of project costs as bid and was presented in this manner so that Council could tie the last thing seen at the January 10, 2022, bid authorization. Page six of the packet is RYJ's bid authorization that restated some of the variable fees.

Then page seven is a summary of page six. The following page is a recap, of the bids, and the following page puts it on par with the summary of the January 10, 2022, bids for comparability.

Director Vitola stated that the bottom line of the comparability is line 120, which is the January 10th design estimate versus the bid, excluding all those value engineering possibilities. Excluding those value engineering items; the bid is \$1.1 million in the base bit lower than the design estimates. The numbers look good with the exception of the maintenance building which is not being recommended.

Starting with the very first design estimates in fall 2020 and fall of 2021, sound numbers were provided and when the costs were escalating last fall, the city was warned that something needs to be done to ensure the project comes in as budgeted. Those things were the breakout of these alternatives, and the value engineering items.

He agrees that Becker Morgan and RYJ provided great flexibility and after the bid, there is even more flexibility to manage the project as it proceeds. They actually coming a little better than the worst case expected seven months ago.

On page ten, the key to Director Vitola's comparison to January 10th, is the target \$12.9 million based building costs only. Once all the other ancillary costs of the project were added, the financing target was still hit. The bids ended up being \$100,000 below that target. Not only did the bids come in favorably compared to the January 10th estimate, but they also came in favorable to the internal target tied to the referendum.

The grand total, with all other costs added, less our cash financing, result in a financing requirement of \$102 a year or \$8.51 a month increase for the average residential property taxpayer (line 133 and 134).

Below that is the publication he created that described the process and the referendum and the potential for the debt financing to the community. What was presented is though there is a \$20 million limit, the hope was the building could come in as low as \$12.5 million, but no more than \$15 to 17.5 million range, which it ended up being.

The last thing he wanted to point out is line 145 which takes the base bid and all alternates, adds all the ancillary costs to each bid as a decision-making point and whether Council agrees with staff's recommendation to eliminate the maintenance building at a \$1.9 million that the design estimates were at \$900,000. If that were included, the full impact can be seen on line 145. As a result, the recommendation is based on needs versus wants and costs versus expectations.

Councilman James said he likes to acknowledge the hard work that people put in. He wants to acknowledge Mayor Campbell and when he saw the costs starting to escalate, and knowing the citizens put their trust to stay at a certain range and Mayor and Council gave them their word to vote on a referendum based on the numbers presented. He was determined

to stay within the boundaries to prevent deceiving the taxpayer. He thinks the Mayor deserves a lot of credit for standing firm on that.

In addition, Councilman James commended Public Works Director Mike Svaby, City Manager Whitfield and Finance Director Vitola, as well as the Citizens Advisory Committee for their part. And especially all the extra work Chief Brown has done overseeing the project while he learned a great deal about costs and bidding.

Councilman Culotta agreed noting that costs increase each year. He is very impressed with RYJ and Becker Morgan's work in keeping the bids within budget.

When talking about the tax increases, including the increased school tax approved by the referendum, Mayor Campbell pointed out that increase will not be as bad because it is fortunately shared by other communities including Lincoln, Ellendale, Houston, Slaughter Beach and of course Milford.

Councilman Fulton said he continued to bring up the various budget, tax increases and utility increases, is still something more out someone's fixed income pocket. Like or not, he pointed out we are a bedroom community that focuses on healthcare. Councilman James said that is another reason why it is important to acknowledge Mayor Campbell drawing a line in the sand that this project would not go above what was promised the taxpayers we would spend.

Public Works Director said if there are no additional questions, he would like to proceed with the bid awards.

Councilmember Marabello confirmed that between the builders and the city, there is a \$1.2 million contingency and that there will not be any unusual surprises with the project. Finance Director Vitola said his only caution is that the owner's contingency already has items already slated that will fall into that category. Some examples are basically anything that Becker Morgan was not contemplating or considering in the context of building the facility like financing costs when we ultimately closed on the land, which had costs. Plus, interest will be capitalized over the construction period and that will be a cost included in the owner's contingency. Also, the closing costs on the permanent financing, as well as an insurance policy for a builders risk premium over the construction period to protect the City from anything catastrophic happening. That is important because we cannot add facilities to our insurance coverage until they are complete.

Mayor Campbell then opened the floor for acceptance of each of the 17 bids.

Councilmember Boyle moved to award the contract for site work, bid package number one, for the Milford Police Facility, to Zack Excavating in the amount of \$1,939,124, to include the base bid and alternates one, two and five. Motion seconded by Councilmember Culotta. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for the concrete work, bid package number two, for the Milford Police Facility, to Gullwing Contracting in the amount of \$293,000 to include the base bid and alternates one, two and five. Seconded by Councilmember Fulton. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for masonry work, bid package number three, for the Milford Police Facility to L Wilson Masonry in the amount of \$790,000, to include the base bid and alternates one, two and five. Motion seconded by Councilmember Culotta.

Councilmember James recused himself from this item as he is currently involved in a personal contract with L Wilson. Motion carried with Councilmember James not voting. All others voted affirmatively.

Councilmember Culotta asked if it is necessary for Councilman James to recuse himself, though he can do what he wants, but because he hired one of the bidders for personal work. Solicitor Rutt said yes, he should recuse himself.

Councilmember Boyle moved to award the contract for steel work, bid package number four, for the Milford Police Facility to RC Fabricators in the amount of \$868,000, to include the base bid and alternates one, two and five. Seconded by Councilmember Fulton and carried with no one opposed.

Councilmember Boyle moved to award the contract for carpentry and general work, bid package number five, for the Milford Police Facility to Conventional Builders, in the amount of \$1,076,360, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember James. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for roofing work, bid package number six, for the Milford Police Facility to Quality Exteriors, in the amount of \$933,252, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Fulton. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for metal doors and hardware, bid package number seven, for the Milford Police Facility to Precision Doors and Hardware, in the amount of \$232,230.63, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember James. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for aluminum storefront/glass, bid package number eight, for the Milford Police Facility to Walker Laberge, in the amount of \$183,600, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Culotta. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for drywall and metal studs, bid package number nine, for the Milford Police Facility to Peninsula Acoustical, in the amount of \$1,317,000, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember James. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for acoustical work, bid package number ten, for the Milford Police Facility to Master Interiors, in the amount of \$259,080, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Culotta. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for floor coverings, bid package number eleven, for the Milford Police Facility to Tristate Carpet, in the amount of \$479,440, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Fulton. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for caulking and painting, bid package number twelve, for the Milford Police Facility to M&S Painting, in the amount of \$66,570, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Fulton. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for casework, bid package number thirteen, for the Milford Police Facility to Modular Concepts, in the amount of \$108,125, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Fulton. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for mechanical work, bid package number fourteen, for the Milford Police Facility to JF Sobieski Mechanical, in the amount of \$2,085,000, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember Marabello. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for the fire sprinkler system, bid package number fifteen, for the Milford Police Facility to Bear Industries, in the amount of \$98,780, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember James. Motion carried with no one opposed.

Councilmember Boyle moved to award the contract for electrical work, bid package number sixteen, for the Milford Police Facility to Filec Industries, in the amount of \$2,272,000, to include the base bid, and alternates one, two and five. Motion seconded by Councilmember James. Motion carried with no one opposed.

Councilmember Boyle moved to reject the contract for pre-engineered metal building, bid package number seventeen, for the Milford Police Facility from Bob Breeding General Contractors LLC, submitted in the amount of \$488,970. Motion seconded by Councilmember Fulton. Motion carried with no one opposed.

ADJOURNMENT

There being no further business, Councilmember Boyle moved to adjourn, seconded by Councilmember Culotta. Motion carried.

The Council Meeting adjourned at 6:47 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

MILFORD CITY COUNCIL
MINUTES OF MEETING
April 23, 2022

A Meeting of the City of Milford Board of Elections was held in the Conference Room of the Milford Public Works Facility at 180 Vickers Drive, Milford, Delaware on Saturday, April 23, 2022.

PRESIDING: Head Inspector Karen Boone

IN ATTENDANCE: Board Members Carlene Wilson & Donna Merchant

STAFF: City Clerk/Recorder Terri Hudson

Board Member/Inspector Karen Boone called the Election Certification Meeting to order at 6:18 p.m.

CERTIFICATION OF APRIL 23, 2022 ELECTION RESULTS

The members of the Board reviewed the machine tapes and absentee ballots to ensure that the numbers in the election report corresponded with the total number of votes reported by the election workers.

A motion was made by Ms. Wilson, seconded by Ms. Merchant to certify the results of the April 23, 2022 City Election as follows:

| | |
|--|-----|
| <u>Total Votes Cast for Ward One Council Seat:</u> | 119 |
| Michael J. Boyle | 99 |
| Linda M. Bretzer | 20 |

Motion passed unanimously by a vote of 3-0.

There being only one candidate for each Office of Mayor and Councilpersons in Ward Two, Ward Three and Ward Four, the Election Board of the City of Milford declared the following candidates elected for a two-year term also beginning May 2, 2022:

Arthur J. Campbell – Mayor
Andrew P. Fulton – Council/Ward Two
Brian C. Baer – Council/Ward Three
Katrina E. J. Wilson – Council/Ward Four

These candidates are entitled to assume office without a formal election pursuant to 15 Del. C. §7555(j).

Arthur J. Campbell will be sworn in as Mayor by Former Kent County Family Court Judge William J. Walls Jr. All four Council officials will be sworn in by the Honorable Noel Eason Primos, who was appointed to the Superior Court of the State of Delaware by Governor John C. Carney Jr. on June 1, 2017.

The Meeting was adjourned by Board Member/Inspector Boone at 6:28 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder

Milford City Council
MEETING MINUTES
May 2, 2022

The City Council of the City of Milford convened for their Annual Organizational Meeting on Monday, May 2, 2022.

PRESIDING: Vice Mayor Jason James Sr.

IN ATTENDANCE: Mayor Arthur Campbell,
Councilmembers Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta,
Brian Baer, Douglas Morrow, Jason James Sr., and Katrina White.

ALSO: City Manager Mark Whitfield and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

Per the Limited Public Health Emergency Declaration issued by Governor John Carney on March 1, 2022, and the virtual meeting provisions provided in Senate Bill 94, Milford City Council Meetings and Workshops are being held in the Council Chambers at City Hall, with attendees also participating virtually.

CALL TO ORDER

Mayor Campbell called the Annual Organizational Meeting to order at 7:01 p.m.

INVOCATION AND PLEDGE

The invocation was given by Councilmember Wilson, followed by the Pledge of Allegiance.

RESULTS OF ELECTION-READING OF REPORT

City Manager Mark Whitfield read the following report into record:

April 23, 2022 Election

The Board of Election, appointed by City Council as required by the Charter of the City of Milford, has convened to determine the results of the election in order to certify the names of the winning candidates in the 2022 City of Milford Annual Election.

An election for the First Ward Council seat was held at the City Public Works Facility at 180 Vickers Drive, Milford, on Saturday, April 23, 2022, from 10:00 am to 6:00 pm. A total of 119 votes were recorded with Michael J. Boyle receiving 99 votes and Linda M. Bretzer receiving 20 votes.

In the Contested Ward One Councilperson race, the Certification Letter verifies that Michael J. Boyle emerged as the winner over opponent Linda M. Bretzer.

As a result, Michael J. Boyle will be officially sworn into office this date, the 2nd day of May 2022.

Given Incumbents:

2nd Ward Councilperson Andrew P. Fulton

3rd Ward Councilperson Brian C. Baer
and
4th Ward Councilperson Katrina E. Wilson

each ran unopposed, an Election for those Offices was not required.

For additional information, please see the certification letter from Board of Election Members Inspector Karen Boone, Carlene Wilson and Donna Merchant causing the results to be official.

Submitted by: City Clerk Teresa K. Hudson

SWEARING IN OF RE-ELECTED COUNCILMEMBERS

Mayoral Oath of Office Administered by Former Kent County Family Court Judge William J. Walls Jr.

Former Judge William J. Walls Jr. administered the following Oath of Office:
Mayor Arthur J. Campbell

Mayor Campbell's stood aside him holding their family bible during the ceremony.

Oaths of Office Administered by The Honorable Noel Eason Primos of the Superior Court of Delaware as follows:

Councilmember Michael J. Boyle-First Ward
Councilmember Andrew P. Fulton-Second Ward
Councilmember Brian C. Baer-Third Ward
Councilmember Katrina E. Wilson-Fourth Ward

Family members stood aside each Councilmember as they were sworn in individually.

Each office is for a two-year term that begins this date and ends in May 2024.

ELECTION OF VICE MAYOR

Vice Mayor James opened the floor for nominations for Vice Mayor 2022/2023.

Councilmember Marabello moved to nominate Councilmember James to serve as Vice Mayor for 2022/2023, seconded by Councilmember Wilson.

There were no other nominations.

By unanimous vote, Councilmember James was appointed Vice Mayor effective this date.

Vice Mayor James thanked Council for their vote of confidence, noting he will do his best to fulfill this position.

REAPPOINTMENT OF CITY SOLICITOR

Councilmember Wilson made a motion to reappoint Solicitor Rutt as the City Solicitor for the City of Milford. Councilmember Fulton seconded the motion. Motion passed with all ayes.

Solicitor Rutt thanked Council.

Appreciation

City Clerk Hudson thanked Judge Primos for always volunteering his time to oversee this very important requirement for our Mayor and Councilmembers.

ADJOURNMENT

There being no further business, Vice Mayor James adjourned the Organizational Meeting at 7:34 pm.

Respectfully submitted,

Teresa K. Hudson, MMC
Recorder/City Clerk

Please welcome Joseph Balog to our team. Joseph comes to us from the Delaware Department of Transportation where he was an Equipment Operator III.

Joseph lives in Dover, DE. In his free time, he enjoys fishing and hunting.

Joseph's first day was Monday, April 4, 2022, with the Parks and Recreation Department as an Arborist/Urban Forestry Coordinator.

Please introduce yourself as you see him around.



City of Milford



PROCLAMATION 2022-09

ECONOMIC DEVELOPMENT WEEK MAY 9-13, 2022

WHEREAS, economic development is a process that is supported by the collaborations between economic development professionals and local government leadership to promote a shared vision for developing resilient communities; and

WHEREAS, economic developers work with industries, brokers, educators, and other key allies to foster an effective business climate and meet the increasingly critical need for a skilled and competitive workforce; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of the American economy; and

WHEREAS, the economic development entities throughout Delaware work to strengthen our state's economy by unifying organizations involved in economic development, fostering the exchange of ideas, insights, and best practices for economic developers; and

NOW, THEREFORE, I, Arthur J. Campbell, Mayor of the City of Milford, Delaware, do hereby proclaim May 9 to 13, 2022 as "National Economic Development Week" and recognize the contributions of our Economic Development and Community Engagement Coordinator and our affiliations, including Downtown Milford, Inc. and the Chamber of Commerce for Greater Milford, and remind community members and business persons of the importance of this community celebration that supports expanding career opportunities and improving the quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Milford to be affixed hereto this 9th day of May 2022.

Mayor Arthur J. Campbell

Attest:

City Clerk Teresa K. Hudson

City of Milford



PROCLAMATION 2022-10

National Public Works Week May 15–21, 2022

WHEREAS, Public Works professionals focus on infrastructure, facilities, emergency management, and services that are of vital importance to sustainable and resilient communities and the public health, high quality of life, and well-being of the people of the City of Milford, Delaware; and,

WHEREAS, these infrastructures, facilities, and services could not be provided without the dedicated efforts of Public Works professionals, who are federally mandated first responders, and the engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the City of Milford to gain knowledge and maintain ongoing interest and understanding of the importance of Public Works first responders and Public Works programs in their respective communities; and,

WHEREAS, the Year 2022 marks the 62nd annual National Public Works Week sponsored by the American Public Works Association.

THEREFORE, BE IT RESOLVED, that I, Arthur J. Campbell, Mayor of the City of Milford, do hereby designate the week May 15–21, 2022 as National Public Works Week; I further urge all citizens to join with representatives of the American Public Works Association and government agencies to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed hereto this 16th day of March 2022.

Mayor Arthur J. Campbell

Attest:

City Clerk Teresa K. Hudson



Local Government
Management Fellow
10 SE Second Street
Milford, DE 19963

PHONE 302.422.1111 Ext. 1215
www.cityofmilford.com

Date: May 9, 2022

To: Mayor Archie Campbell and Members of City Council

From: Melody Barger, Local Government Management Fellow

Re: The National Community Survey Report

Dear Mayor and Members of Council,

You find in your packet a copy of the National Community Survey Results Report, as put together by the City's project manager with Polco. This survey is done in Milford every few years and is used as a basis to create and update the City Strategic Plan. The Strategic Plan, in turn, is used by staff (in particular the City Manager) to steer projects and policies in the direction that residents would like to see the City move. The more detailed results can be examined on your own time; there are a few overall points that can be noted:

- Overall, most of our survey results are down from 2019. However, they are generally consistent with the national benchmark (which means that everyone is down from 2019).
- In terms of public safety, Milford is overall below the benchmark and down from 2019, but is still in the higher percentage rates.
- In terms of economic health and development, Milford is improving as a place to work and employment opportunities are improving significantly. However, variety of business establishments was considered to be lower than the benchmark.
- In terms of mobility and infrastructure, Milford's utility infrastructure is overall lower than the benchmark, but traffic flow is above the benchmark and up from 2019, and traffic, streets, snow and sidewalks are considered close to the benchmark.
- Overall neighborhood and community services are down a bit from 2019, but are considered generally close to the benchmark.
- Health and recreational activities in Milford are all below the benchmark, but residents did rate an increase in tourism opportunities and recreational opportunities as highly important.



Local Government
Management Fellow
10 SE Second Street
Milford, DE 19963

PHONE 302.422.1111 Ext. 1215
www.cityofmilford.com

- In terms of fiscal responsibility and public engagement, fewer people voted in the last election than the benchmark, but in general connection and community engagement was similar to the benchmark.
- There was strong support for various tourism and recreational opportunities in Milford, as well as an increase in the amount of public art.
- Milford residents are overwhelmingly supportive of a historic preservation ordinance.

Further details may be viewed in the packet at your convenience, and more details will be provide in my presentation. Please be aware that the survey was sent to 2,400 random households, and results are based on a 19% response rate (which is considered higher than average). Thank you for your time!

Sincerely,

Melody Barger

Local Government Management Fellow

Milford, DE

The National Community Survey

Report of Results

2022

Report by:



POWERED BY POLCO



Visit us online!
www.polco.us

About The NCS™

The National Community Survey™ (The NCS™) report is about the “livability” of Milford. A livable community is a place that is not simply habitable, but that is desirable. It is not only where people do live, but where they want to live. The survey was developed by the experts from National Research Center at Polco.

Great communities are partnerships of the government, private sector, community-based organizations and residents, all geographically connected. The NCS captures residents’ opinions considering ten central facets of a community:

- Economy
- Mobility
- Community Design
- Utilities
- Safety
- Natural Environment
- Parks and Recreation
- Health and Wellness
- Education, Arts, and Culture
- Inclusivity and Engagement

The report provides the opinions of a representative sample of 432 residents of the City of Milford collected from January 18th, 2022 to March 8th, 2022. The margin of error around any reported percentage is 5% for all respondents and the response rate for the 2022 survey was 19%. Survey results were weighted so that the demographic profile of respondents was representative of the demographic profile of adults in Milford.

How the results are reported

For the most part, the percentages presented in the following tabs represent the “percent positive.” Most commonly, the percent positive is the combination of the top two most positive response options (i.e., excellent/good, very safe/somewhat safe, etc.). On many of the questions in the survey respondents may answer “don’t know.” The proportion of respondents giving this reply is shown in the full set of responses included in the tab “Complete data.” However, these responses have been removed from the analyses presented in most of the tabs. In other words, the tables and graphs display the responses from respondents who had an opinion about a specific item.

Comparisons to benchmarks

NRC’s database of comparative resident opinion is comprised of resident perspectives gathered in surveys from over 600 communities whose residents evaluated the same kinds of topics on The National Community Survey. The comparison evaluations are from the most recent survey completed in each community in the last five years. NRC adds the latest results quickly upon survey completion, keeping the benchmark data fresh and relevant. The communities in the database represent a wide geographic and population range. In each tab, Milford’s results are noted as being “higher” than the benchmark, “lower” than the benchmark, or “similar” to the benchmark, meaning that the average rating given by Milford residents is statistically similar to or different (greater or lesser) than the benchmark. Being rated as “higher” or “lower” than the benchmark means that Milford’s average rating for a particular item was more than 10 points different than the benchmark. If a rating was “much higher” or “much lower,” then Milford’s average rating was more than 20 points different when compared to the benchmark.

The survey was administered during the COVID-19 pandemic, a time of challenge for many local governments. While we provide comparisons to national benchmarks, it is important to note that much of the benchmark data was collected prior to the pandemic. This may impact how your City’s 2022 ratings compare to other communities’ ratings from the past five years.



Trends over time

Trend data for Milford represent important comparison data and should be examined for improvements or declines*. Deviations from stable trends over time represent opportunities for understanding how local policies, programs, or public information may have affected residents' opinions. Changes between survey years have been noted with an arrow and the percent difference. If the difference is greater than seven percentage points between the 2019 and 2022 surveys, the change is statistically significant.

* In 2020, The NCS survey was updated to include new and refreshed items. Consequently, some of the trends may be impacted due to wording modifications that could have potentially altered the meaning of the item for the respondent.

Methods

Selecting survey recipients

All households within the City of Milford were eligible to participate in the survey. A list of all households within the zip codes serving Milford was purchased from Go-Dog Direct based on updated listings from the United States Postal Service. Since some of the zip codes that serve the City of Milford households may also serve addresses that lie outside of the community, the exact geographic location of each housing unit was compared to community boundaries using the most current municipal boundary file. Addresses located outside of the City of Milford boundaries were removed from the list of potential households to survey. Each address identified as being within city boundaries was further identified as being within one of the four wards. From that list, addresses were randomly selected as survey recipients, with multi-family housing units (defined as those with a unit number) sampled at a rate of 5:3 compared to single family housing units.

An individual within each household was selected using the birthday method. The birthday method selects a person within the household by asking the “person whose birthday has most recently passed” to complete the questionnaire. The underlying assumption in this method is that day of birth has no relationship to the way people respond to surveys. This instruction was contained in the introduction of the survey.

Conducting the survey

The 2,400 randomly selected households received mailings beginning on January 18th, 2022 and the survey remained open for 7 weeks. For 1,200 households, the first mailing was a postcard inviting the household to participate in the survey. The next mailing contained a cover letter with instructions, the survey questionnaire, and a postage-paid return envelope. The final mailing contained a reminder letter, another survey, and a postage-paid return envelope. For the remaining 1,200 households, the first mailing was a postcard inviting the household to participate, followed one week later by a reminder postcard. All mailings included a web link to give residents the opportunity to respond to the survey online. All follow-up mailings asked those who had not completed the survey to do so and those who had already done so to refrain from completing the survey again.

About 3% of the 2,400 mailed invitations or surveys were returned because the household address was vacant or the postal service was unable to deliver the survey as addressed. Of the remaining 2,322 households that received the invitations to participate, 432 completed the survey, providing an overall response rate of 19%. The response rate was calculated using AAPOR’s response rate #2* for mailed surveys of unnamed persons.

It is customary to describe the precision of estimates made from surveys by a “level of confidence” and accompanying “confidence interval” (or margin of error). A traditional level of confidence, and the one used here, is 95%. The 95% confidence interval can be any size and quantifies the sampling error or imprecision of the survey results because some residents’ opinions are relied on to estimate all residents’ opinions. The margin of error for the City of Milford survey is no greater than plus or minus five percentage points around any given percent reported for all respondents (432 completed surveys).

In addition to the randomly selected “probability sample” of households, a link to an online open participation survey was publicized by the City of Milford. The open participation survey was identical to the probability sample survey with two small updates; it included a map at the beginning asking where the respondent lives and a question about where they heard about the survey. The open participation survey was open to all city residents and became available on February 22nd, 2022. The survey remained open for two weeks. The data presented in the following tabs exclude the open participation survey data, but a tab at the end provides the complete frequency of responses to questions by the open participation respondents.

Analyzing the data

Responses from mailed surveys were entered into an electronic dataset using a “key and verify” method, where all responses are entered twice and compared to each other. Any discrepancies were resolved in comparison to the original survey form. Range checks as well as other forms of quality control were also performed. Responses from surveys completed on Polco were downloaded and merged with the mailed survey responses.

The demographics of the survey respondents were compared to those found in the 2010 Census and 2019 American Community Survey estimates for adults in the City of Milford. The primary objective of weighting survey data is to make the survey respondents reflective of the larger population of the community. The characteristics used for weighting were age, sex, race, Hispanic origin, housing type, housing tenure, and area. No adjustments were made for design effects. Weights were calculated using an iterative, multiplicative raking model known as the ANES Weighting Algorithm.* The results of the weighting scheme for the probability sample are presented in the following table.

NRC aligns demographic labels with those used by the U.S. Census for reporting purposes, when possible. Some categories (e.g., age, race/Hispanic origin, housing type, and length of residency) are combined into smaller subgroups.

| | | Unweighted | Weighted | Target* |
|------------------------|--------------------------------------|------------|----------|---------|
| Age | 18-34 | 5% | 24% | 26% |
| | 35-54 | 19% | 32% | 31% |
| | 55+ | 76% | 44% | 42% |
| Area | Ward 1 | 40% | 32% | 32% |
| | Ward 2 | 28% | 23% | 23% |
| | Ward 3 | 19% | 20% | 20% |
| | Ward 4 | 13% | 25% | 25% |
| Hispanic origin | No, not Spanish, Hispanic, or Latino | 95% | 84% | 84% |
| | Spanish, Hispanic, or Latino | 5% | 16% | 16% |
| Housing tenure | Own | 84% | 52% | 52% |
| | Rent | 16% | 48% | 48% |
| Housing type | Attached | 24% | 36% | 36% |
| | Detached | 76% | 64% | 64% |
| Race & Hispanic origin | Not white alone | 18% | 42% | 42% |
| | White alone, not Hispanic or Latino | 82% | 58% | 58% |
| Sex | Female | 60% | 55% | 53% |
| | Male | 40% | 45% | 47% |
| Sex/age | Female 18-34 | 3% | 15% | 14% |
| | Female 35-54 | 13% | 17% | 17% |
| | Female 55+ | 43% | 23% | 23% |
| | Male 18-34 | 2% | 9% | 12% |
| | Male 35-54 | 6% | 15% | 15% |
| | Male 55+ | 33% | 20% | 20% |

The survey datasets were analyzed using all or some of a combination of the Statistical Package for the Social Sciences (SPSS), R, Python and Tableau. For the most part, the percentages presented in the reports represent the “percent positive.” The percent positive is the combination of the top two most positive response options (i.e., excellent/good, very safe/somewhat safe, essential/very important, etc.), or, in the case of resident behaviors/participation, the percent positive represents the proportion of respondents indicating “yes” or participating in an activity at least once a month.

On many of the questions in the survey respondents may answer “don’t know.” The proportion of respondents giving this reply is shown in the full set of responses included in the tab “Complete data”. However, these responses have been removed from the analyses presented in the reports. In other words, the tables and graphs display the responses from respondents who had an opinion about a specific item.

Contact

The City of Milford funded this research. Please contact Melody Barger of the City of Milford at mbarger@milford-de.gov if you have any questions about the survey.

Survey Validity

See the Polco Knowledge Base article on survey validity at <https://info.polco.us/knowledge/statistical-vali>

* See AAPOR’s Standard Definitions for more information at

<https://www.aapor.org/Publications-Media/AAPOR-Journals/Standard-Definitions.aspx>

* Pasek, J. (2010). ANES Weighting Algorithm. Retrieved from

<https://web.stanford.edu/group/iriss/cgi-bin/anesrake/resources/RakingDescription.pdf>

* Targets come from the 2010 Census and 2019 American Community Survey

Highlights

Milford residents continue to experience a high quality of life.

While ratings for quality of life in Milford remained high, they also stayed consistent with previous years. About 8 in 10 gave high marks to Milford as a place to live, the overall quality of life, and were very or somewhat likely to remain in Milford for the next five years. About 7 in 10 had positive views toward the City as a place to both raise children and retire. The item which garnered the most support was how likely residents were to recommend living in Milford (86% very or somewhat likely), and the item with the least support was the overall image or reputation of Milford (57% excellent or good). Each of these ratings was on par with the national averages.

Safety is a priority for residents.

Residents identified the overall feeling of safety in Milford as an area of priority, with 95% deeming it essential or very important for the City to focus on in the next two years. A lower proportion gave positive marks to the overall feeling of safety in the city (63% excellent or good), which was on par with the 2019 iteration of The NCS but lower than the national average. Although the overall feeling of safety was below the benchmark, other items relating to safety in the city garnered mostly positive results. This was highlighted by how safe residents felt in their neighborhood during the day (89%), in Milford's downtown/commercial area during the day (84%), and from fire, flood, and other natural disasters (82%). Additionally, safety-related services were generally viewed favorably. Most residents approved of fire services (88%), ambulance/EMS (83%), and police/sheriff services (76%). About 7 in 10 also approved of fire prevention/education, emergency preparedness, and animal control. However, only about 6 in 10 residents gave positive reviews to crime prevention in Milford. A similar number reported feeling safe from property crime and violent crime, the latter of which was lower than in comparison communities across the nation.

Some aspects of the City's parks and recreation have declined since the previous survey, and residents approve of expanding recreation in Milford.

While the availability of paths and walking trails in Milford experienced a significant increase over the past few years (from 50% in 2019 to 60% in 2022), other items relating to parks and recreation experienced a decline or were lower than the national average. Fitness opportunities (50%) and recreational opportunities (39%) were both on par with 2019 ratings but were lower than the benchmarks. Additionally, numerous items in this facet received less support in 2022 than in previous years. Such items included City parks (14% decrease to 61% excellent or good), recreation programs or classes (8% decrease to 54%), and recreational centers of facilities (7% decrease to 53%). However, it is important to note that the COVID-19 pandemic may have impacted these ratings to some extent, and future monitoring is encouraged.

In addition to the standard questions in The NCS, Milford also asked residents to gauge their support for adding or expanding various recreation opportunities in the city. Areas of proposed addition or expansion that garnered the most support were parks and playgrounds (81% essential or very important), indoor recreation with sports, fitness, and youth programming (78%), and bike trails and pedestrian paths (74%). Around 6 in 10 supported hardcourt sports such as basketball, tennis, pickleball, etc., and a swimming pool/splash pad, whereas about 5 in 10 would approve of amenities for turf/softcourt sports or an amphitheater. The item that garnered the least support was a skate park (38%).

Economy is a priority for residents and poses an opportunity for the City's additional focus.

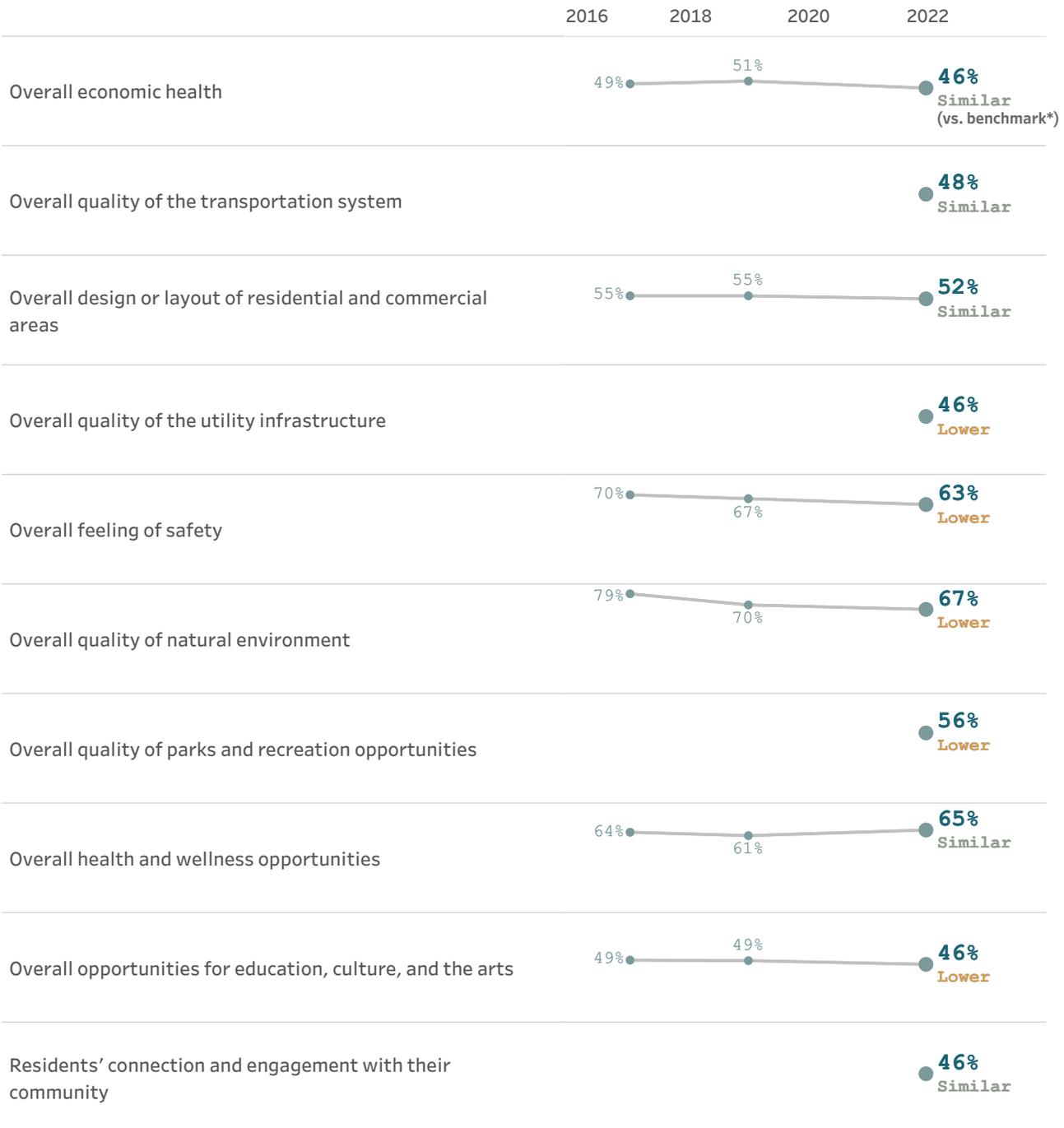
When asked about which general aspects of the community the City should focus on in the next two years, about 9 in 10 respondents identified overall economic health as an area of priority. In comparison, just under half of residents gave positive ratings to the quality of economic health in Milford (46% excellent or good), identifying it as a potential area of growth and focus for the coming years. At least half had positive views toward Milford as a place to work, the City as a place to visit, and the overall quality of business and service establishments. Residents offered more favorable ratings of employment opportunities this year (43% excellent or good), a 9% increase over 2019 results, while the cost of living scores dropped by 8% (46% excellent or good). Around 4 in 10 residents gave favorable marks to the variety of business and service establishments, which was lower than the national benchmark, and the vibrancy of the city's downtown/commercial area (similar to comparison communities). Only about a quarter of residents felt that the economy would have a positive impact on their family income in the next six months.

Facets of livability

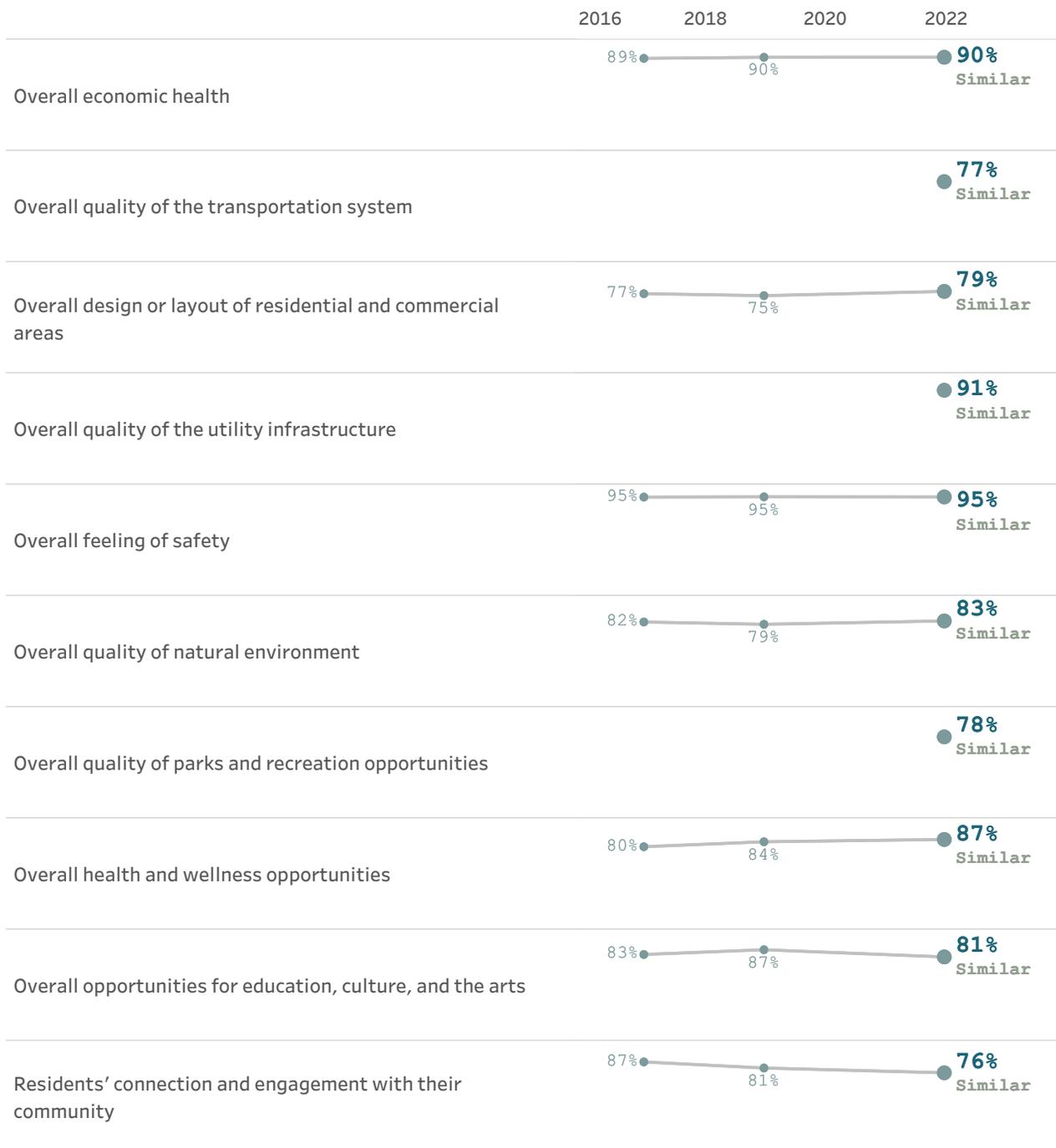
Resident perceptions of quality and importance for each of the facets of community livability provide an overview of community strengths and challenges that are useful for planning, budgeting and performance evaluation.

The charts below show the proportion of residents who rated the community facets positively for quality and the priority (importance) placed on each. Also displayed is whether local ratings were lower, similar, or higher than communities across the country (the national benchmark).

Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years.
 (% essential or very important)



* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

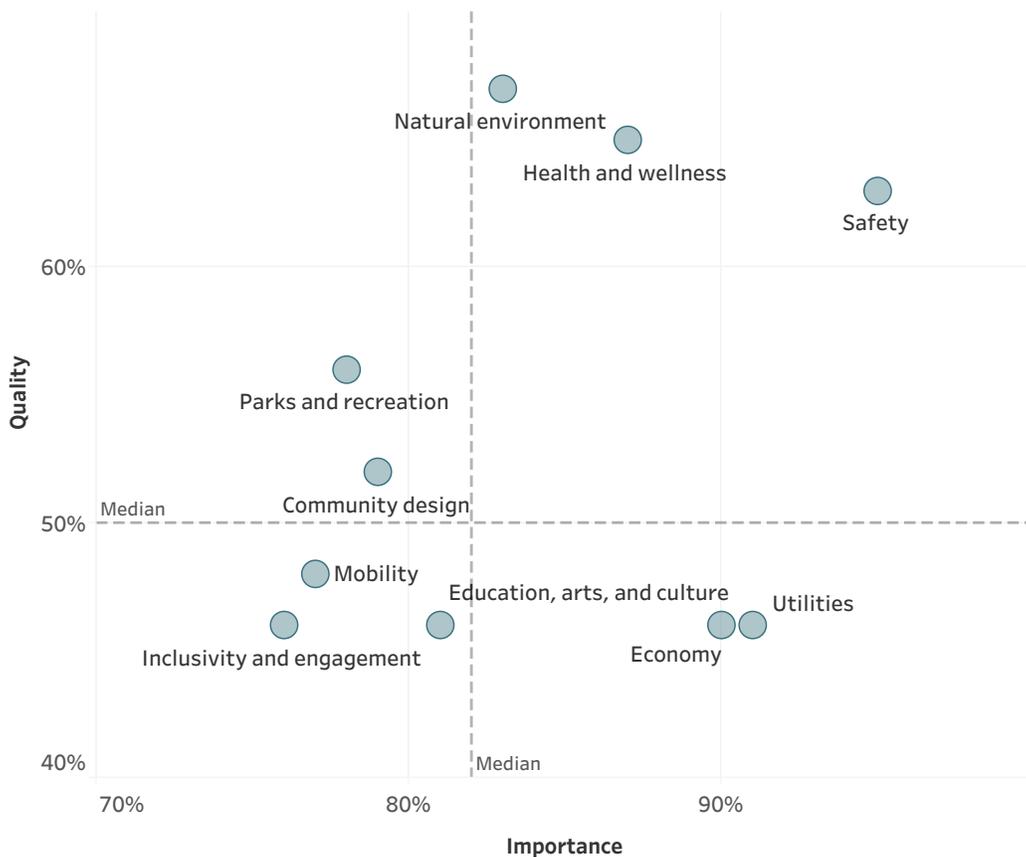
Balancing performance and importance

Every jurisdiction must balance limited resources while meeting resident needs and striving to optimize community livability. To this end, it is helpful to know what aspects of the community are most important to residents and which they perceive as being of higher or lower quality. It is especially helpful to know when a facet of livability is considered of high importance but rated as lower quality, as this should be a top priority to address.

To help guide City staff and officials with decisions on future resource allocation, resident ratings of the importance of services were compared to their ratings of the quality of these services. To identify the services perceived by residents to have relatively lower quality at the same time as relatively higher importance, all services were ranked from highest perceived quality to lowest perceived quality and from highest perceived importance to lowest perceived importance. Some services were in the top half of both lists (higher quality and higher importance); some were in the top half of one list but the bottom half of the other (higher quality and lower importance or lower quality and higher importance); and some services were in the bottom half of both lists.

Services receiving quality ratings of excellent or good by 50% or more of respondents were considered of “higher quality” and those with ratings lower than 50% were considered to be of “lower quality.” Services were classified as “more important” if they were rated as essential or very important by 82% or more of respondents. Services were rated as “less important” if they received a rating of less than 82%. This classification uses the median ratings for quality and importance to divide the services in half.

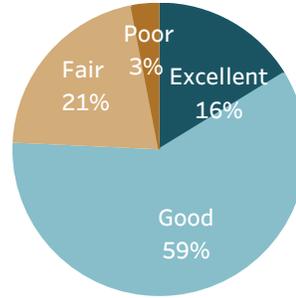
The quadrants in the figure below show which community facets were given higher or lower importance ratings (right-left) and which had higher or lower quality ratings (up-down). Facets of livability falling closer to a diagonal line from the lower left to the upper right are those where performance ratings are more commensurate with resident priorities. Facets scoring closest to the lower right hand corner of the matrix (higher in importance and lower in quality) are those that may warrant further investigation to see if changes to their delivery are necessary to improve their performance. This is the key part of this chart on which to focus. Facets falling in the top left hand corner of the chart (lower in importance but higher in quality) are areas where performance may outscore resident priorities, and may be a consideration for lower resource allocation.



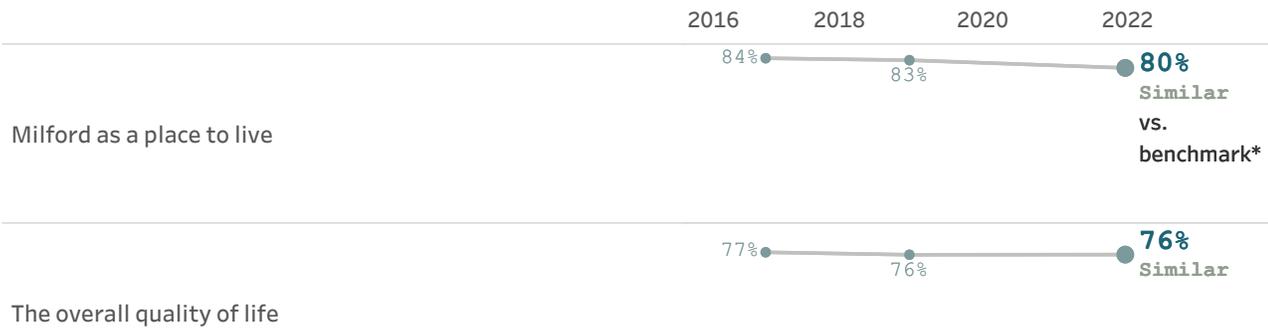
Quality of life

Measuring community livability starts with assessing the quality of life of those who live there, and ensuring that the community is attractive, accessible, and welcoming to all.

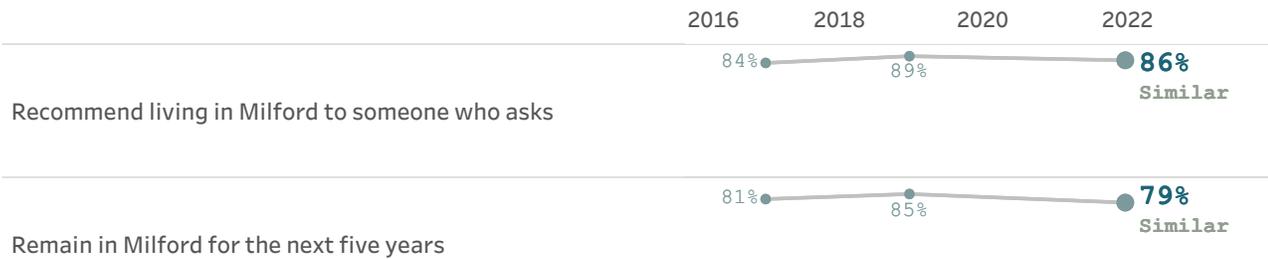
The overall quality of life in Milford, 2022



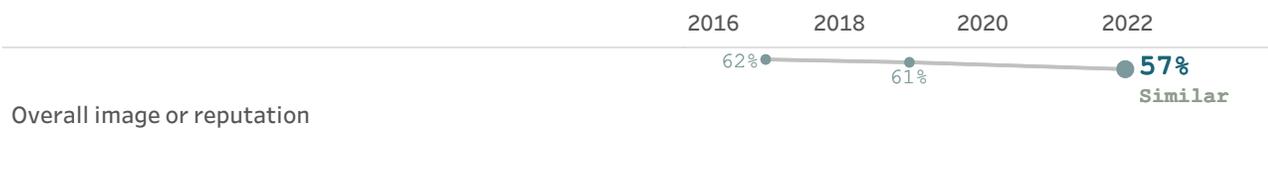
Please rate each of the following aspects of quality of life in Milford.
(% excellent or good)



Please indicate how likely or unlikely you are to do each of the following.
(% very or somewhat likely)



Please rate each of the following in the Milford community.
(% excellent or good)

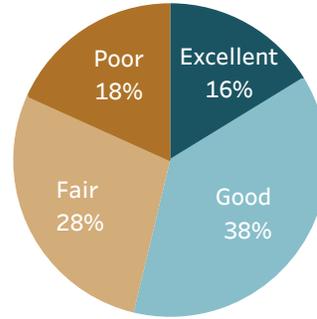


* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Governance

Strong local governments produce results that meet the needs of residents while making the best use of available resources, and are responsive to the present and future needs of the community as a whole.

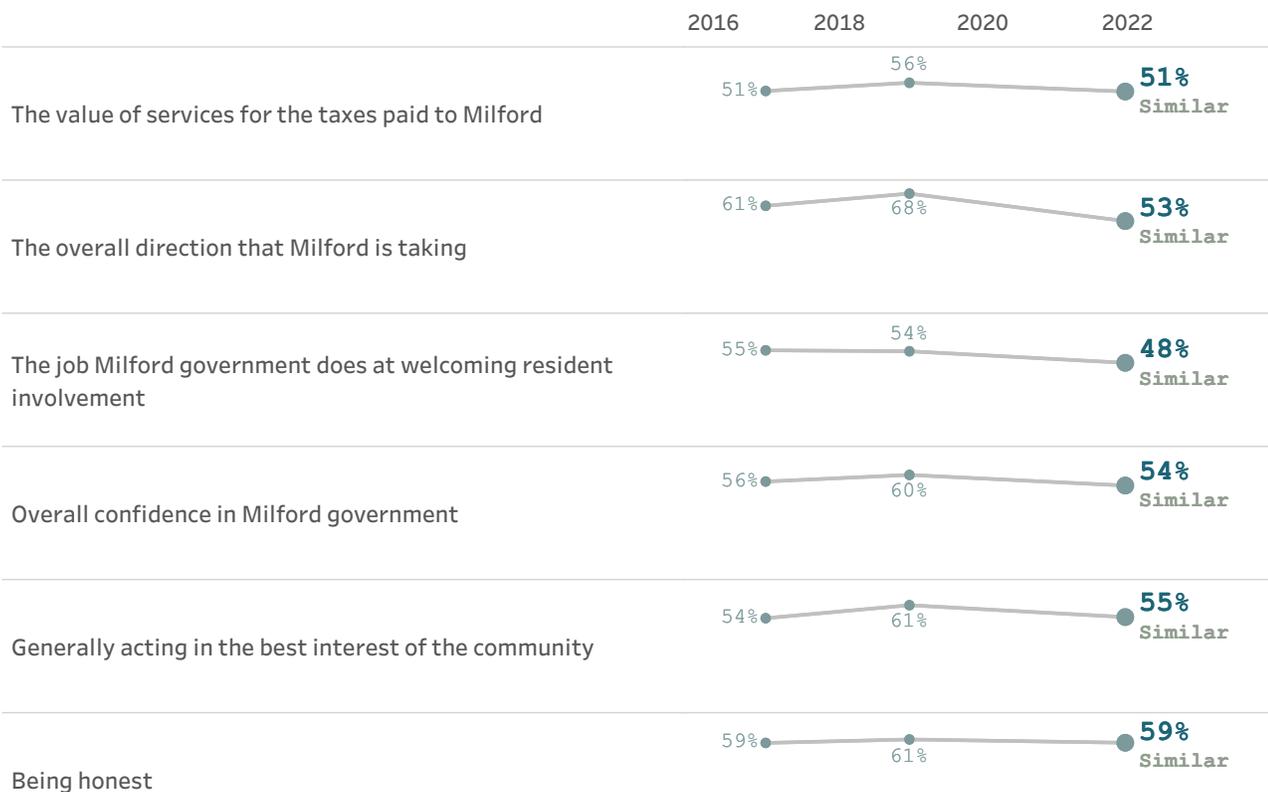
Overall confidence in Milford government, 2022

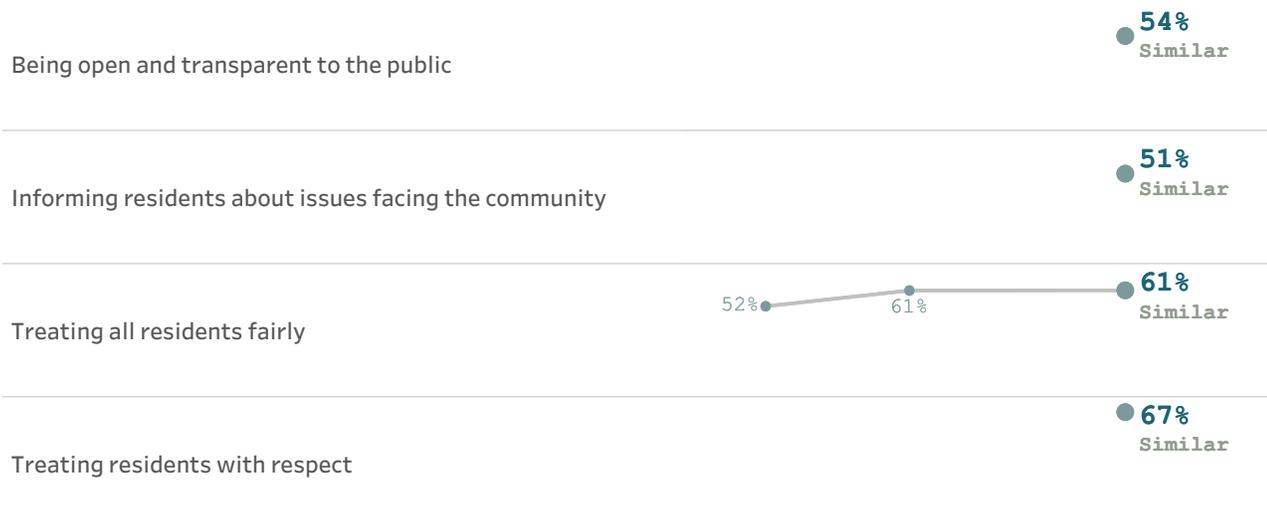


Please rate the quality of each of the following services in Milford. (% excellent or good)

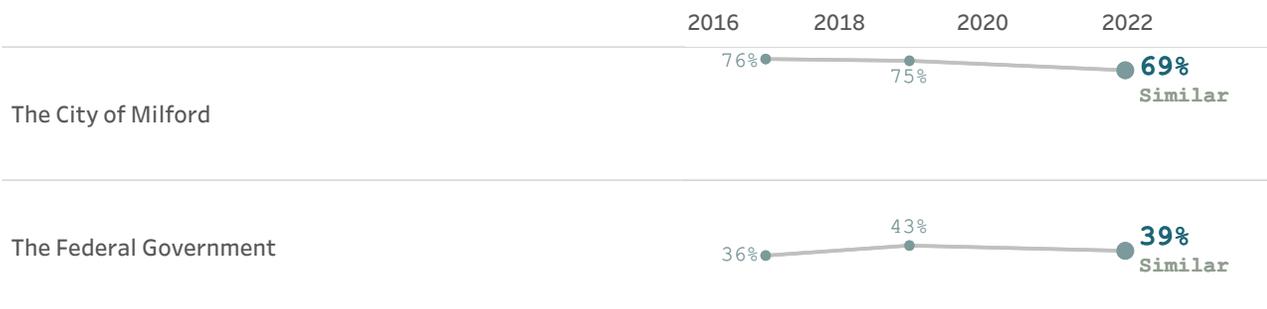


Please rate the following categories of Milford government performance. (% excellent or good)





**Overall, how would you rate the quality of the services provided by each of the following?
(% excellent or good)**



* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

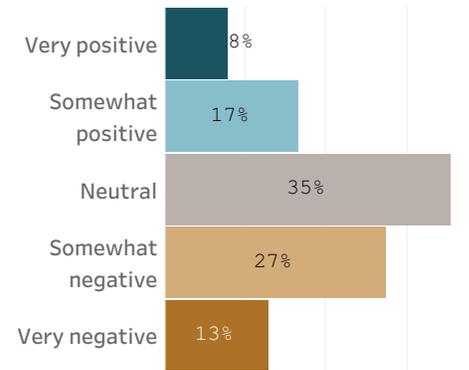
Economy

Local governments work together with private and nonprofit businesses, and with the community at large, to foster sustainable growth, create jobs, and promote a thriving local economy.

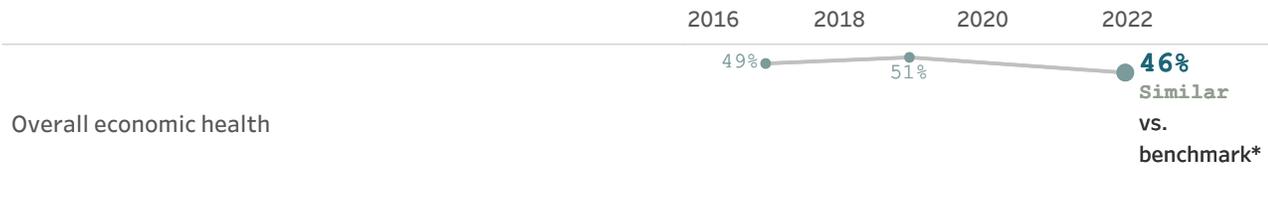
Overall economic health of Milford, 2022



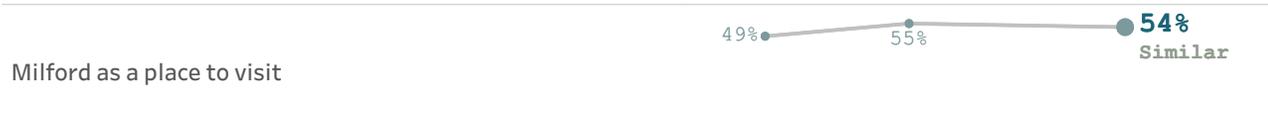
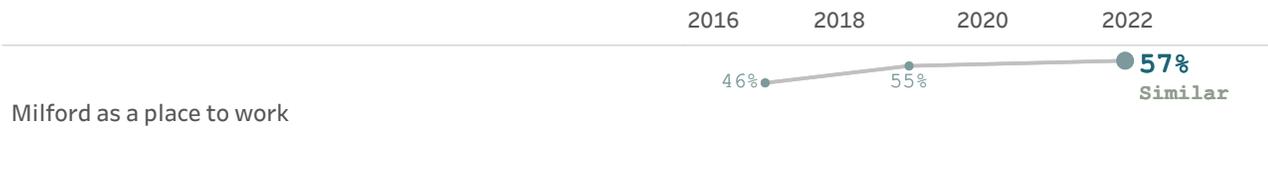
What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:



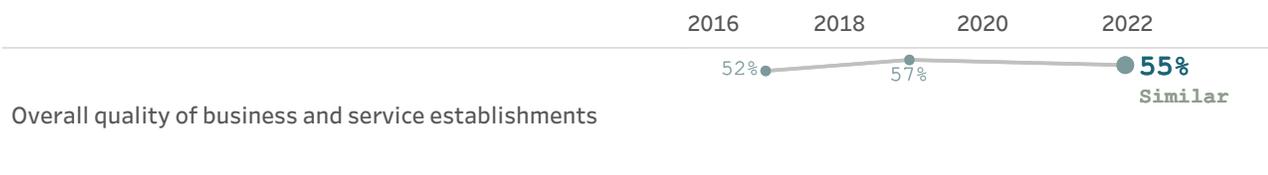
Please rate each of the following characteristics as they relate to Milford as a whole. (% excellent or good)

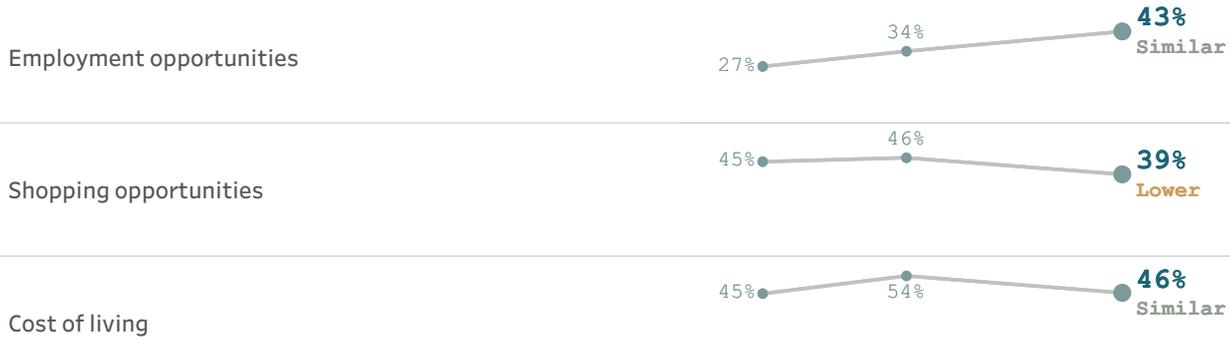


Please rate each of the following aspects of quality of life in Milford. (% excellent or good)

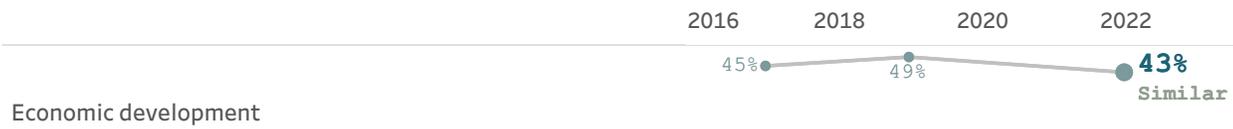


Please rate each of the following in the Milford community. (% excellent or good)

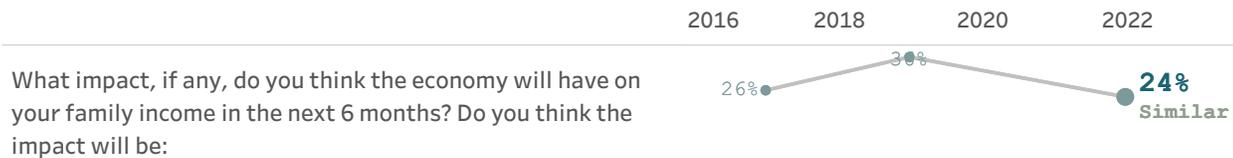




Please rate the quality of each of the following services in Milford.
 (% excellent or good)



What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be:
 (% very or somewhat positive)

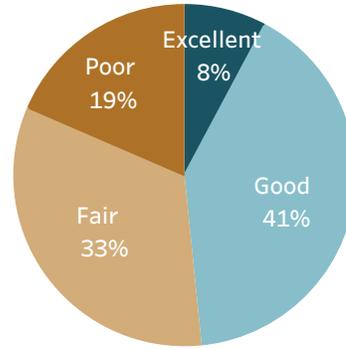


* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

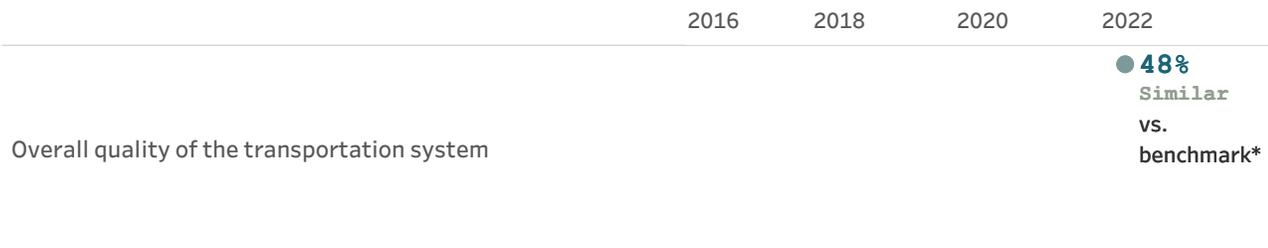
Mobility

The ease with which residents can move about their communities, whether for commuting, leisure, or recreation, plays a major role in the quality of life for all who live, work, and play in the community.

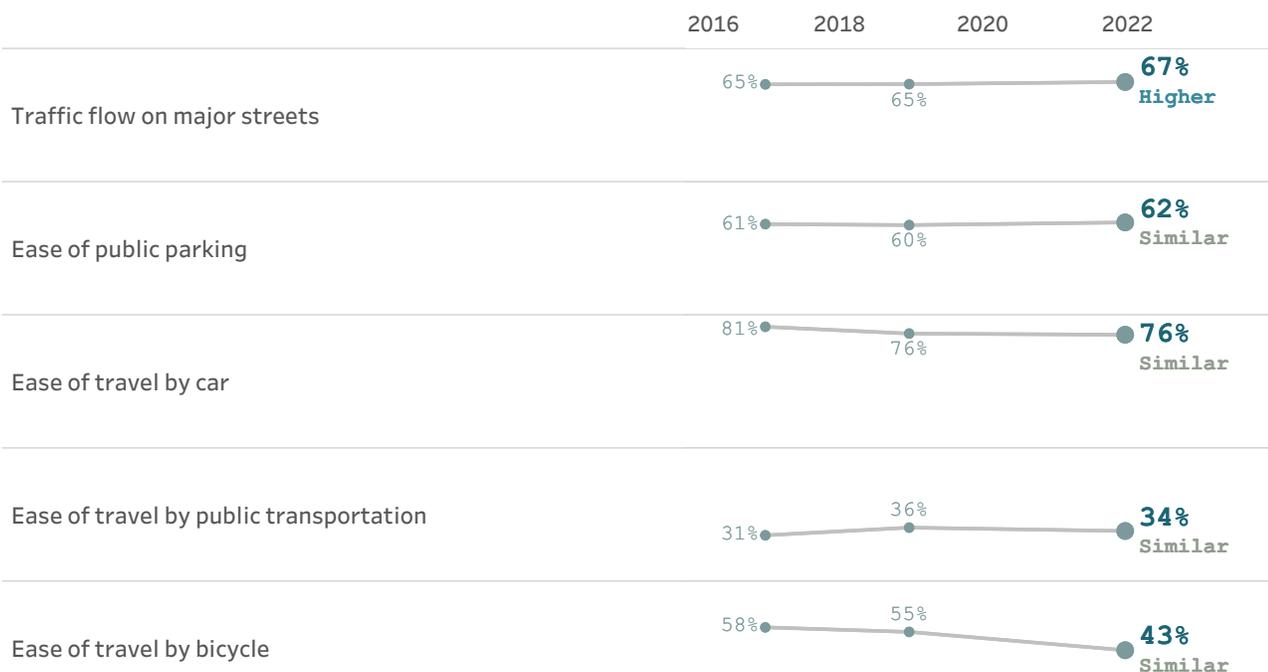
Overall quality of the transportation system in Milford, 2022



Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please also rate each of the following in the Milford community.
(% excellent or good)

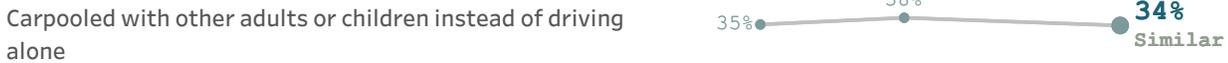




Please indicate whether or not you have done each of the following in the last 12 months.

(% yes)

2016 2018 2020 2022



Please rate the quality of each of the following services in Milford.

(% excellent or good)

2016 2018 2020 2022



Bus or transit services

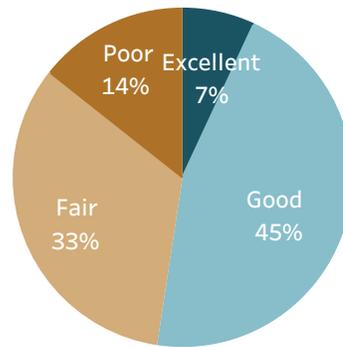


* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

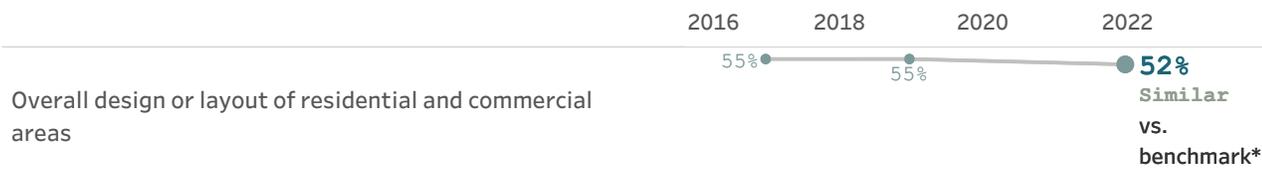
Overall design or layout of Milford's residential and commercial areas, 2022

Community design

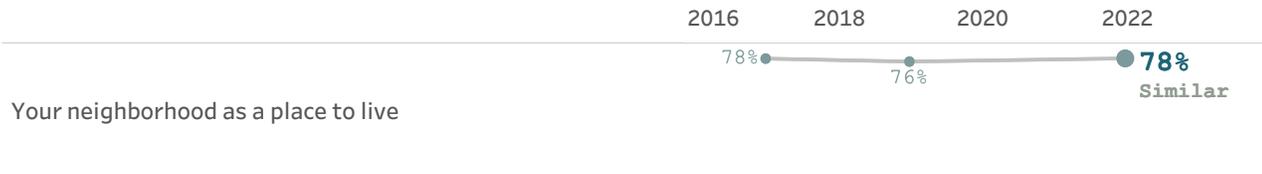
A well-designed community enhances the quality of life for its residents by encouraging smart land use and zoning, ensuring that affordable housing is accessible to all, and providing access to parks and other green spaces.



Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)

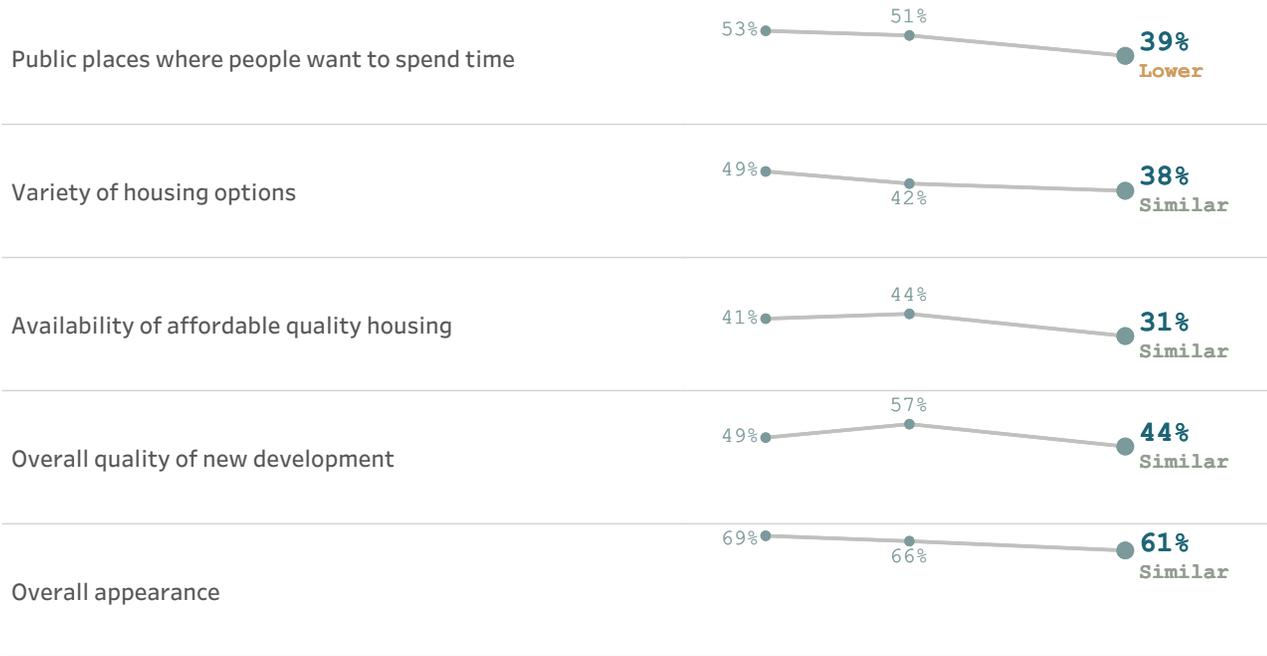


Please rate each of the following aspects of quality of life in Milford.
(% excellent or good)



Please also rate each of the following in the Milford community.
(% excellent or good)



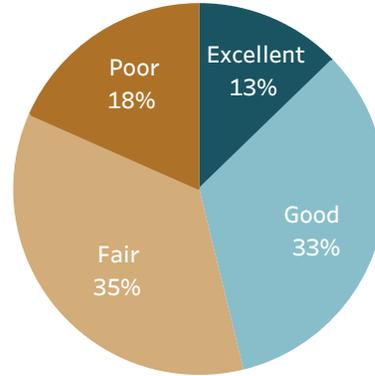


**Please rate the quality of each of the following services in Milford.
(% excellent or good)**



* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

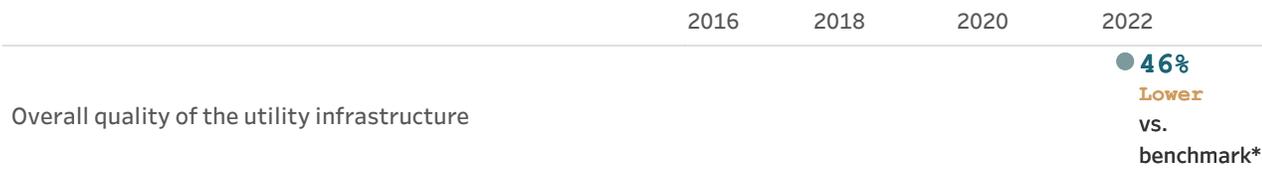
Overall quality of the utility infrastructure in Milford, 2022



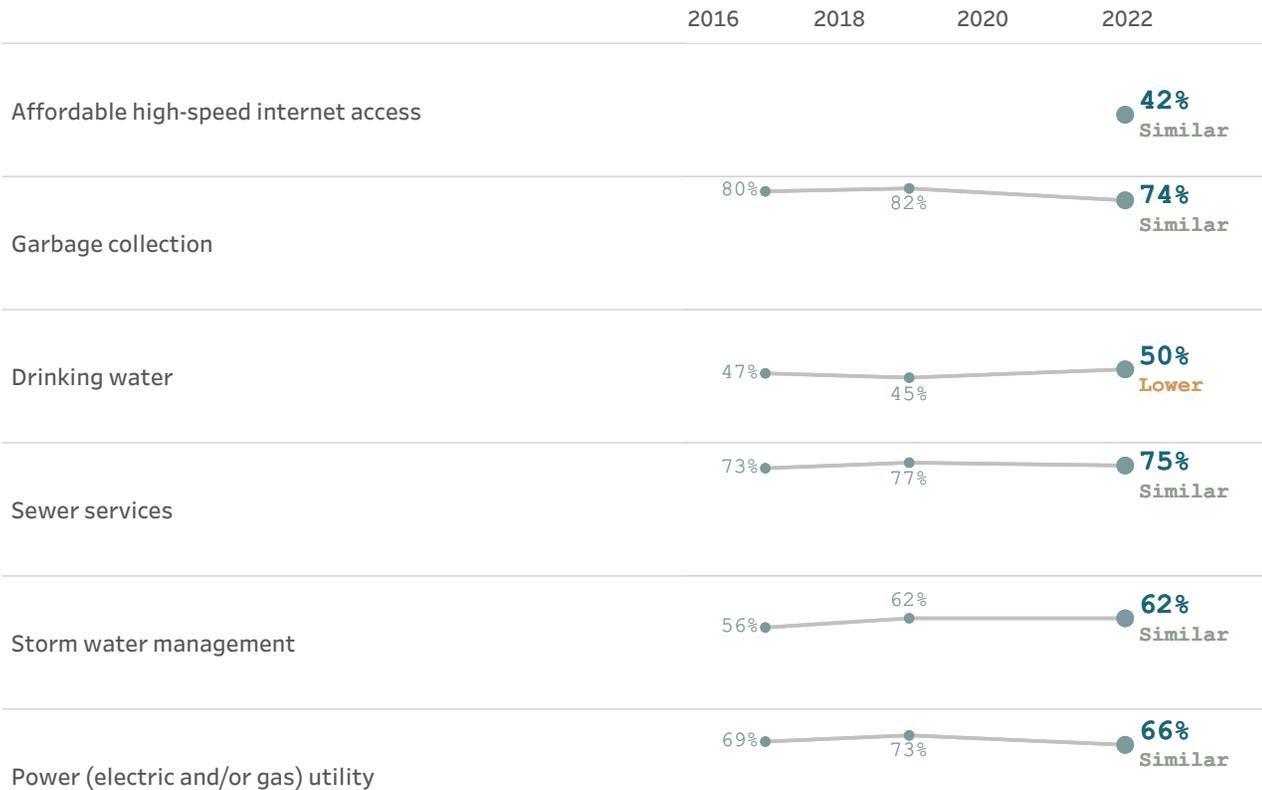
Utilities

Services such as water, gas, electricity, and internet access play a vital role in ensuring the physical and economic health and well-being of the communities they serve.

Please rate each of the following characteristics as they relate to Milford as a whole. (% excellent or good)



Please rate the quality of each of the following services in Milford. (% excellent or good)



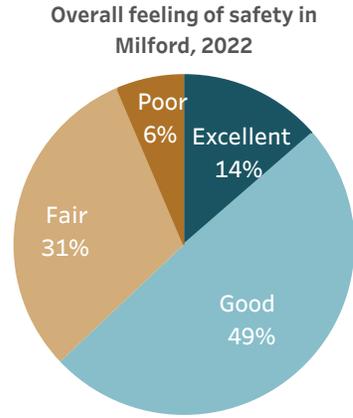
Utility billing



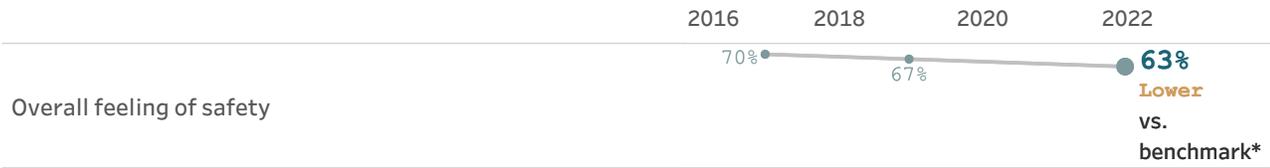
* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Safety

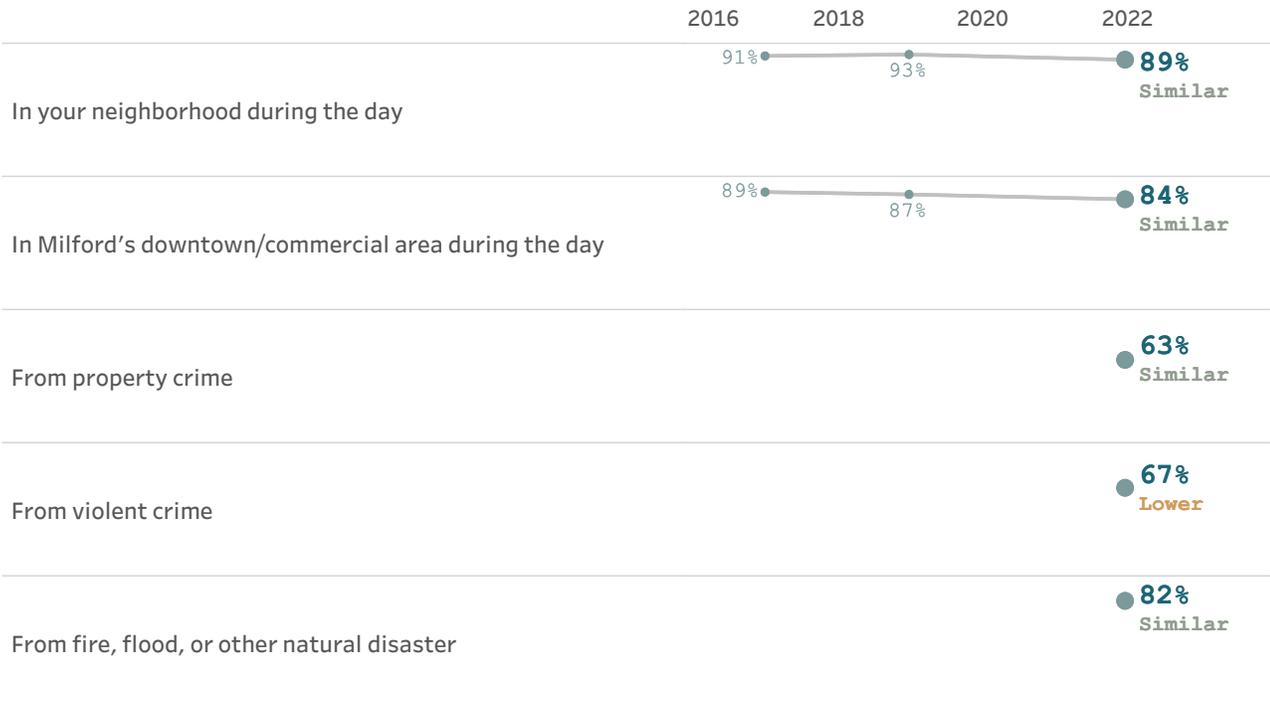
Public safety is often the most important task facing local governments. All residents should feel safe and secure in their neighborhoods and in the greater community, and providing robust safety-related services is essential to residents' quality of life.



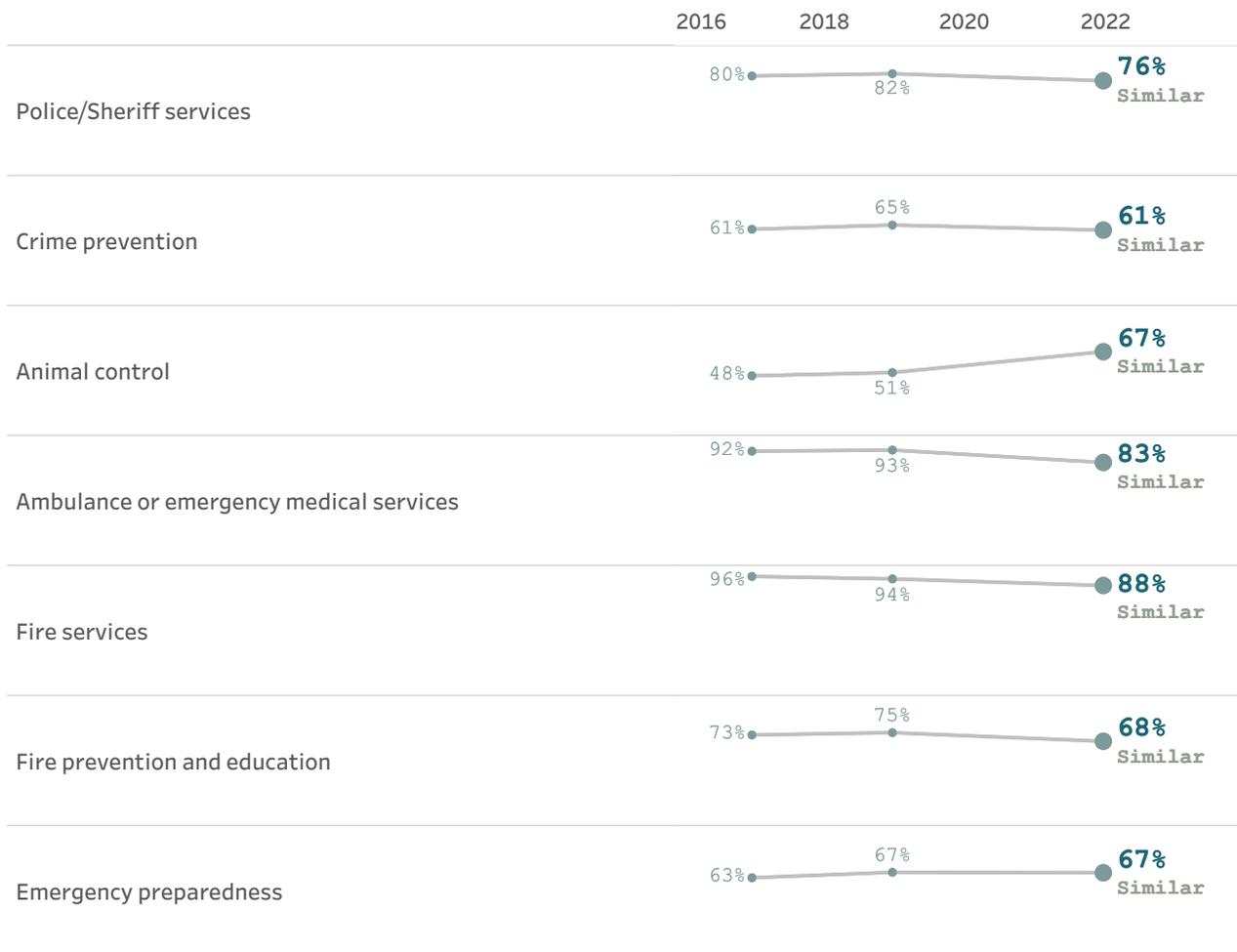
Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please rate how safe or unsafe you feel:
(% very or somewhat safe)

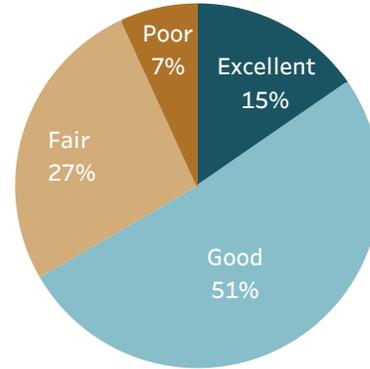


Please rate the quality of each of the following services in Milford.
 (% excellent or good)



* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Overall quality of natural environment in Milford, 2022



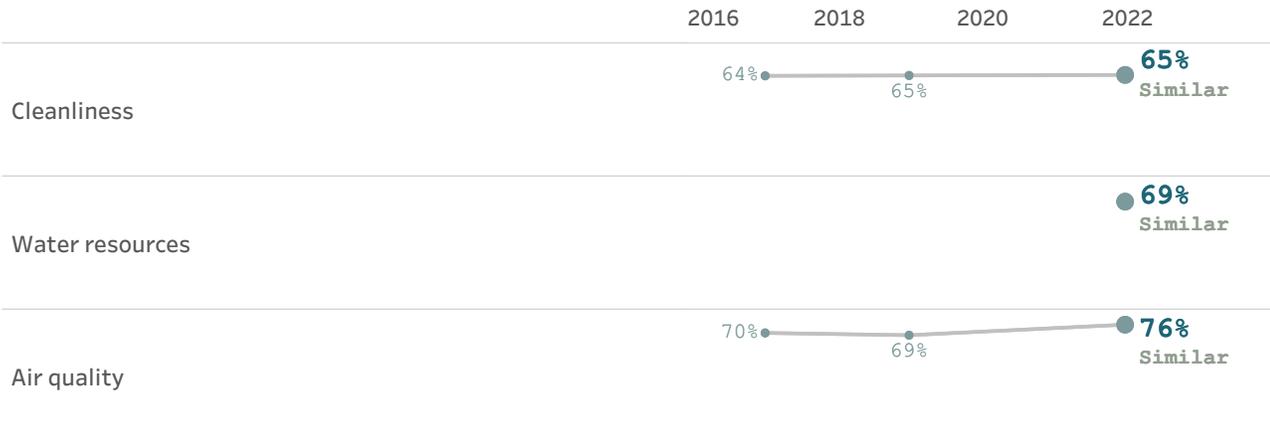
Natural environment

The natural environment plays a vital role in the health and well-being of residents. The natural spaces in which residents live and experience their communities has a direct and profound effect on quality of life.

Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please also rate each of the following in the Milford community.
(% excellent or good)



Please rate the quality of each of the following services in Milford.
(% excellent or good)





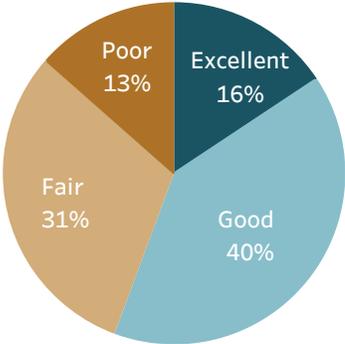
* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Overall quality of parks and recreation opportunities, 2022

Parks and recreation

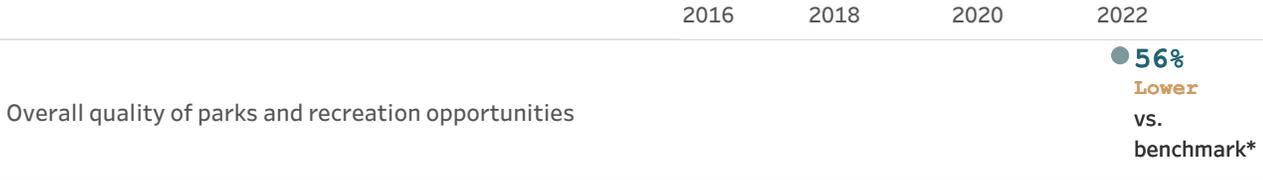
“There are no communities that pride themselves on their quality of life, promote themselves as a desirable location for businesses to relocate, or maintain that they are environmental stewards of their natural resources, without such communities having a robust, active system of parks and recreation programs for public use and enjoyment.”

- National Recreation and Park Association



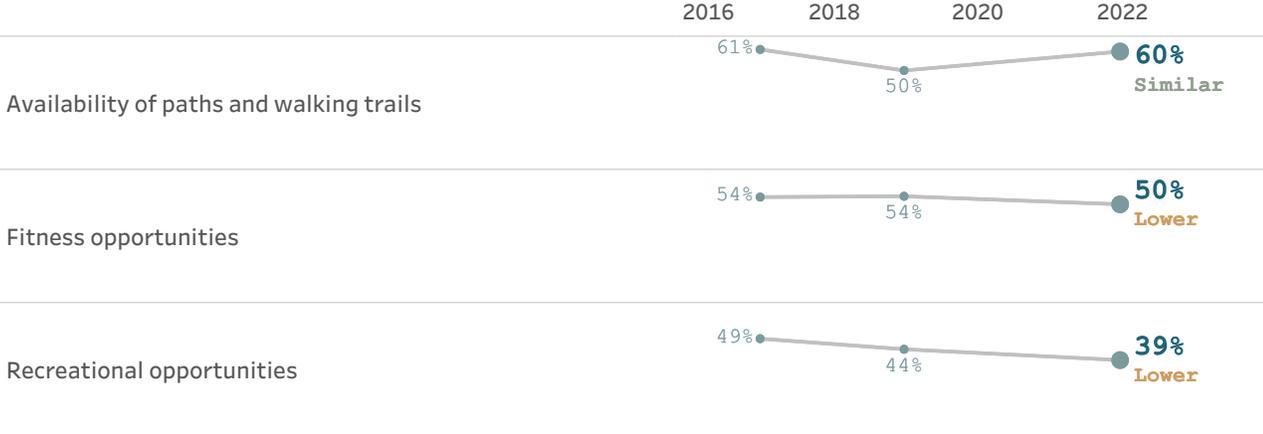
Please rate each of the following characteristics as they relate to Milford as a whole.

(% excellent or good)



Please also rate each of the following in the Milford community.

(% excellent or good)



Please rate the quality of each of the following services in Milford.

(% excellent or good)

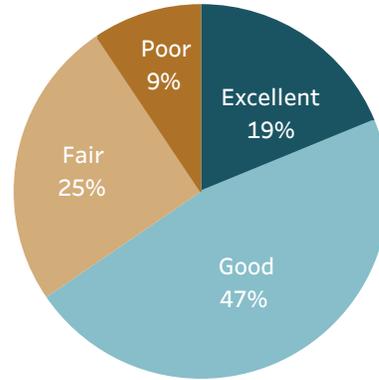


Recreation centers or facilities



* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Overall health and wellness opportunities in Milford, 2022



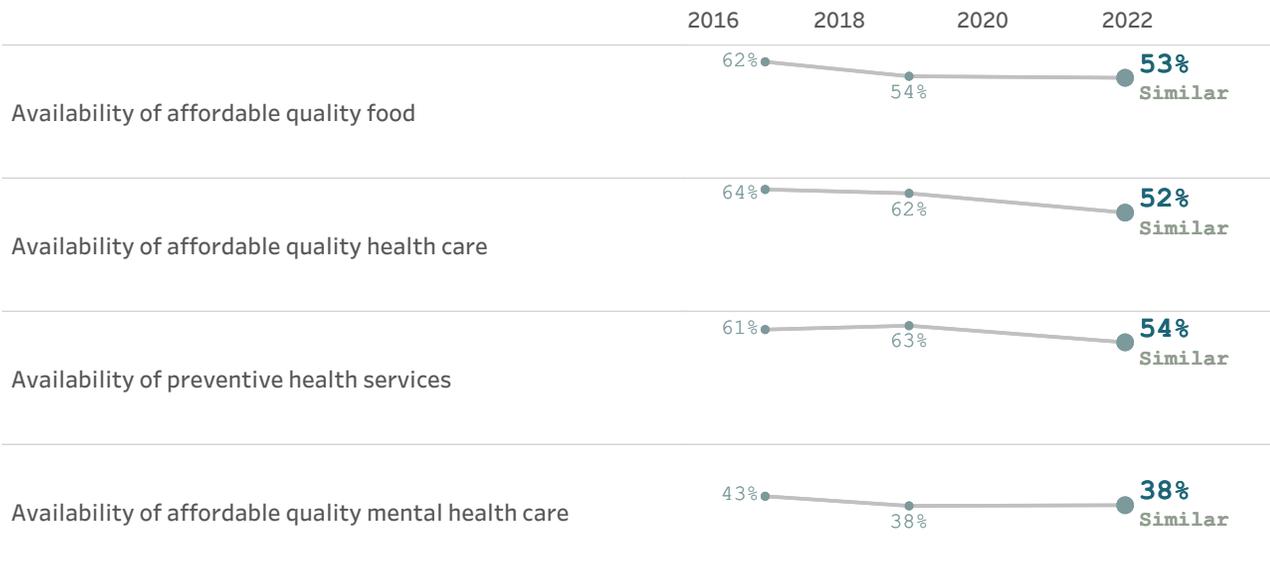
Health and wellness

The characteristics of and amenities available in the communities in which people live has a direct impact on the health and wellness of residents, and thus, on their quality of life overall.

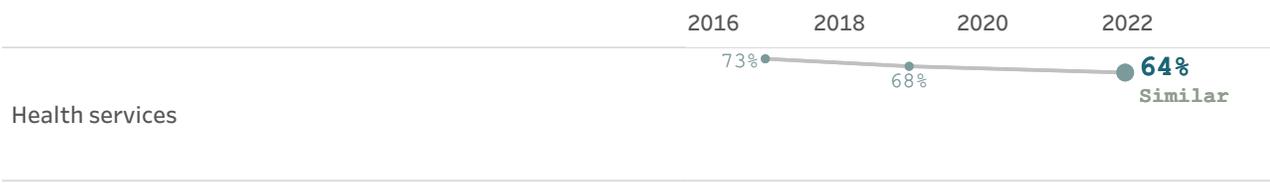
Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please also rate each of the following in the Milford community.
(% excellent or good)



Please rate the quality of each of the following services in Milford.
(% excellent or good)

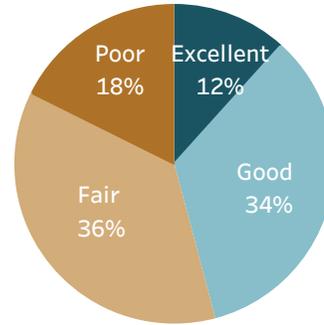


Please rate your overall health.
(% excellent or very good)



* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

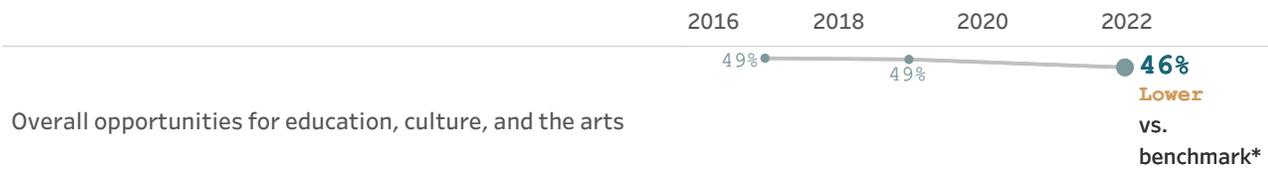
Overall opportunities for education, culture and the arts, 2022



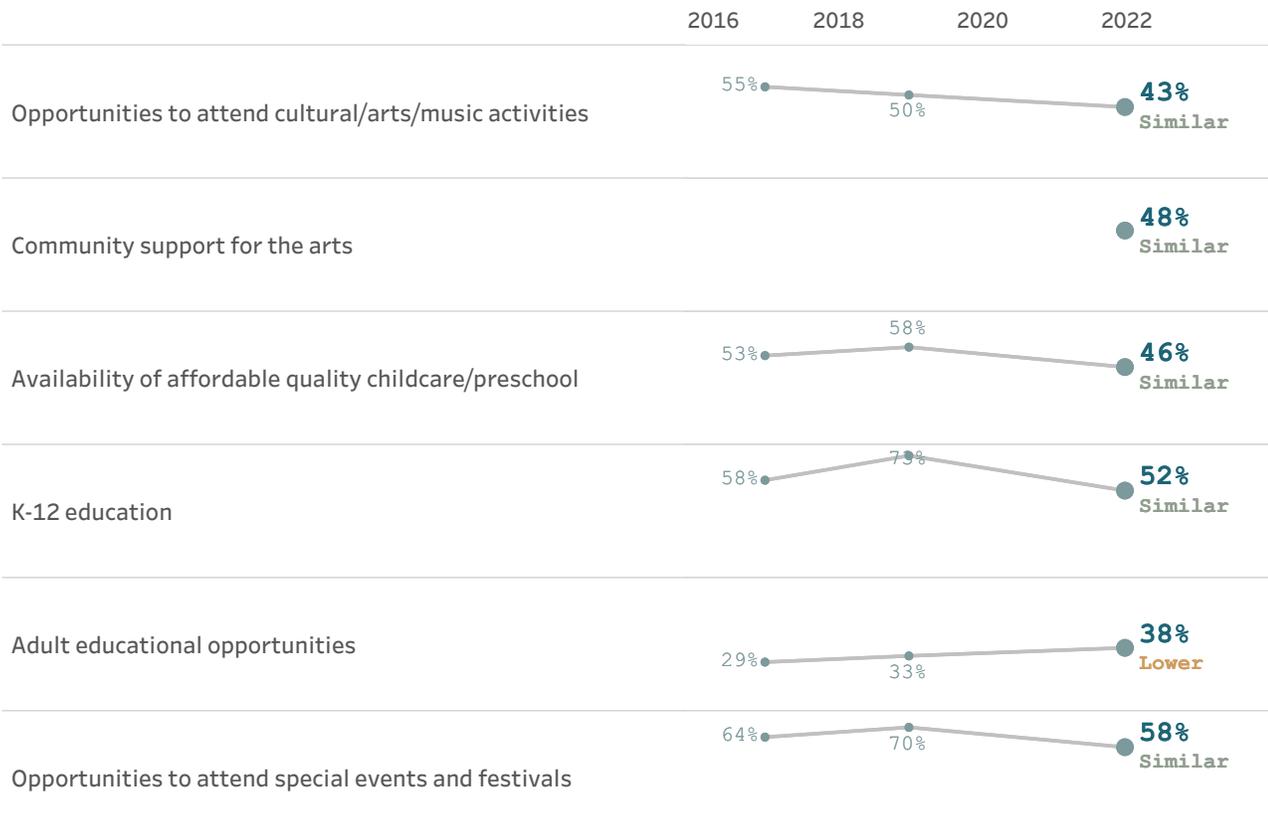
Education, arts, and culture

Participation in the arts, in educational opportunities, and in cultural activities is linked to increased civic engagement, greater social tolerance, and enhanced enjoyment of the local community.

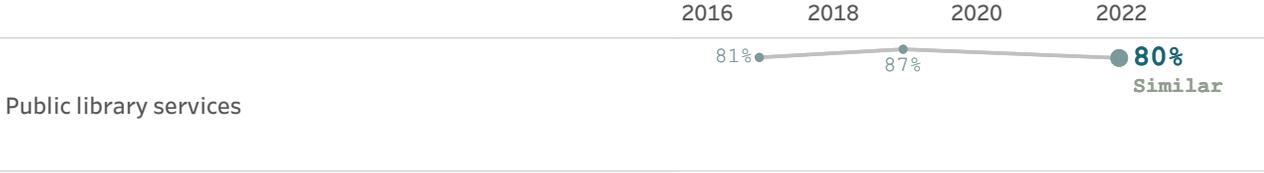
Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please also rate each of the following in the Milford community.
(% excellent or good)



Please rate the quality of each of the following services in Milford.
(% excellent or good)

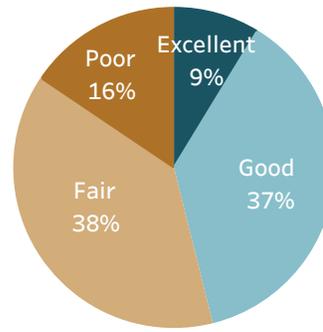


* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

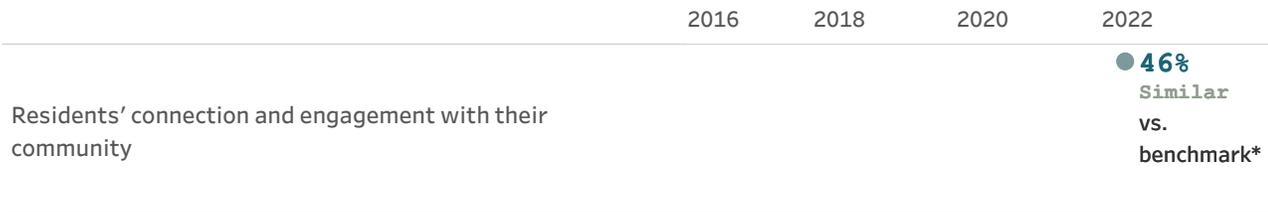
Residents' connection and engagement with their community, 2022

Inclusivity and engagement

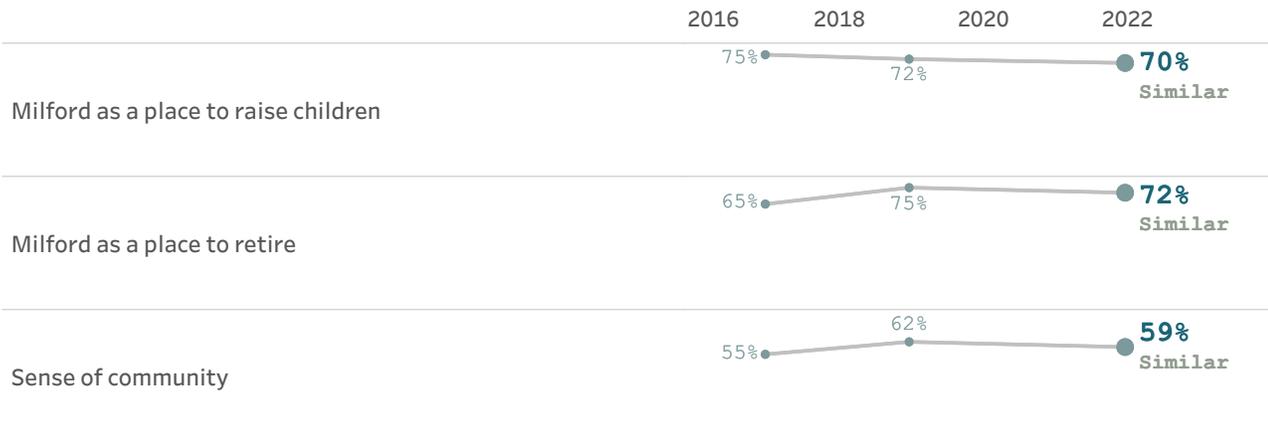
Inclusivity refers to a cultural and environmental feeling of belonging; residents who feel invited to participate within their communities feel more included, involved, and engaged than those who do not.



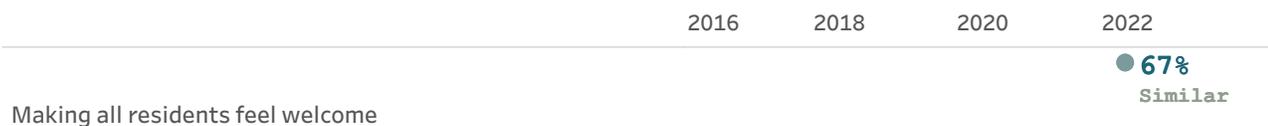
Please rate each of the following characteristics as they relate to Milford as a whole.
(% excellent or good)



Please rate each of the following aspects of quality of life in Milford.
(% excellent or good)



Please rate the job you feel the Milford community does at each of the following.
(% excellent or good)



● **64%**
Similar

Attracting people from diverse backgrounds

● **66%**
Similar

Valuing/respecting residents from diverse backgrounds

● **50%**
Similar

Taking care of vulnerable residents

Please also rate each of the following in the Milford community.
(% excellent or good)

2016 2018 2020 2022

● **54%**
Similar

Sense of civic/community pride

● **57%**
Similar

Neighborliness of residents

49% 60%

● **46%**
Similar

Opportunities to participate in social events and activities

53% 56%

● **58%**
Similar

Opportunities to volunteer

65% 65%

● **52%**
Similar

Opportunities to participate in community matters

55% 56%

● **56%**
Similar

Openness and acceptance of the community toward people of diverse backgrounds

53% 58%

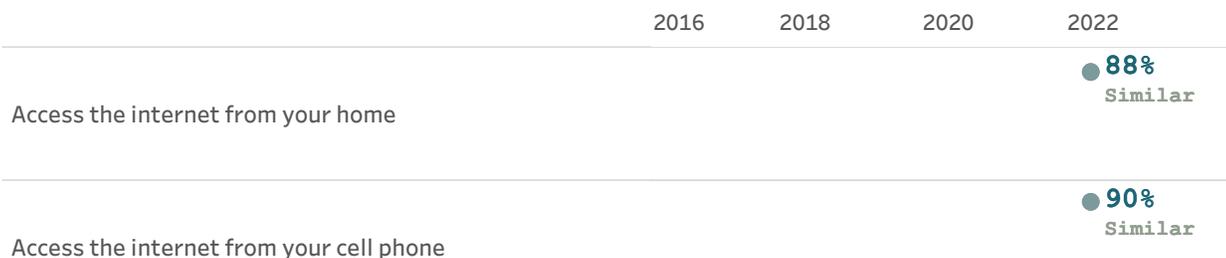
* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Residents' participation levels

Please indicate whether or not you have done each of the following in the last 12 months.
(% yes)



In general, how many times do you:
(% a few times a week or more)



| | |
|----------------------------|------------------|
| Visit social media sites | ● 81% Similar |
| Use or check email | ● 95% Similar |
| Share your opinions online | ● 35% Similar |
| Shop online | ● 52% Similar |

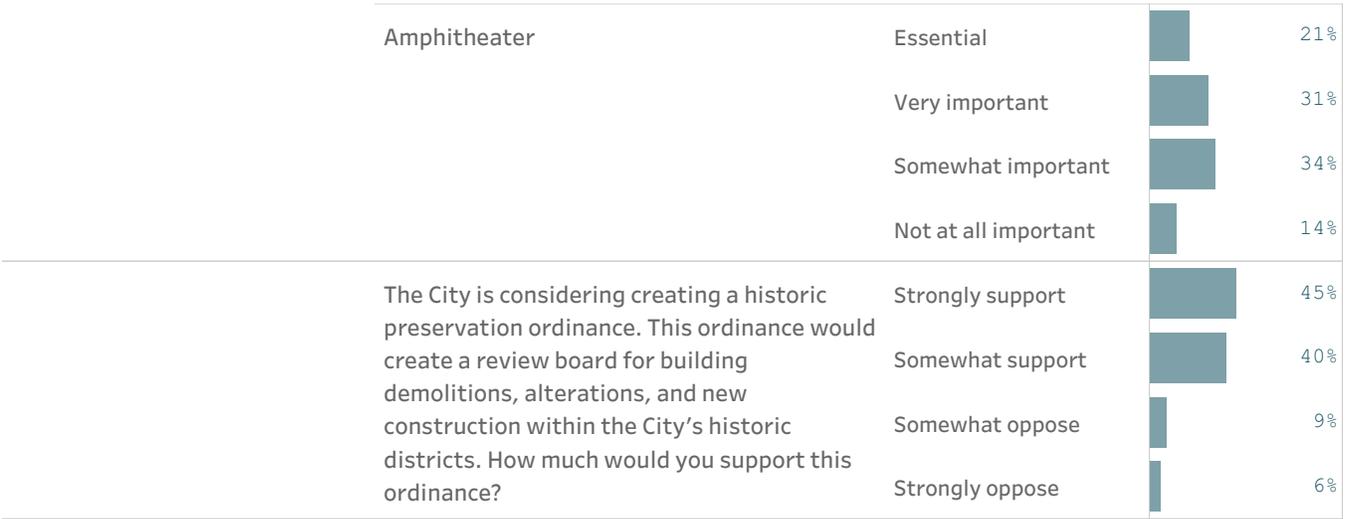
* Comparison to the national benchmark is shown. If no comparison is available, this is left blank.

Custom questions

Below are the complete set of responses to each custom question on the survey. By default, "don't know" responses are excluded, but may be added to the table using the response filter below.

| | | Include "don't know" | | |
|--|---|---|---|-----|
| | | No | | |
| Please rate how important, if at all, you think it is for Milford to expand the following outdoor tourism opportunities to attract more tourists and residents. | Additional recreation access points along the Mispillion River (for kayaking and fishing, etc.) | Essential |  | 25% |
| | | Very important |  | 40% |
| | | Somewhat important |  | 28% |
| | | Not at all important |  | 8% |
| More outdoor public events and festivals | Essential |  | 31% | |
| | Very important |  | 41% | |
| | Somewhat important |  | 25% | |
| | Not at all important |  | 3% | |
| Organized tours (bike tours, birding, and natural heritage bus tours) | Essential |  | 15% | |
| | Very important |  | 32% | |
| | Somewhat important |  | 41% | |
| | Not at all important |  | 12% | |
| Shuttles to Slaughter Beach | Essential |  | 15% | |
| | Very important |  | 26% | |
| | Somewhat important |  | 32% | |
| | Not at all important |  | 27% | |
| Additional bike lanes | Essential |  | 18% | |
| | Very important |  | 34% | |
| | Somewhat important |  | 37% | |
| | Not at all important |  | 12% | |
| Overall quality of parks and recreation opportunities | Essential |  | 29% | |
| | Very important |  | 44% | |
| | Somewhat important |  | 22% | |
| | Not at all important |  | 4% | |
| How do you feel about the amount of public art in Milford: Is there too much, the right amount, or not enough? | Too much |  | 3% | |
| | Not enough |  | 36% | |

| | | | | |
|---|--|----------------------|--|-----|
| | amount, or would you like to see more? | The right amount | | 46% |
| | | Would like more | | 51% |
| Please rate how important, if at all, you think it is to add or expand the following city recreation opportunities in Milford. | Parks and playgrounds | Essential | | 37% |
| | | Very important | | 44% |
| | | Somewhat important | | 15% |
| | | Not at all important | | 4% |
| | Bike trails and pedestrian paths | Essential | | 36% |
| | | Very important | | 38% |
| | | Somewhat important | | 19% |
| | | Not at all important | | 7% |
| | Hardcourt sports (basketball, tennis, pickleball, etc.) | Essential | | 25% |
| | | Very important | | 32% |
| | | Somewhat important | | 34% |
| | | Not at all important | | 10% |
| | Turf/softcourt sports (soccer, baseball, softball, beach volleyball, etc.) | Essential | | 21% |
| | | Very important | | 31% |
| | | Somewhat important | | 34% |
| | | Not at all important | | 14% |
| | Swimming pool/splash pad | Essential | | 31% |
| | | Very important | | 26% |
| | | Somewhat important | | 26% |
| | | Not at all important | | 16% |
| | Indoor recreation center with sports, fitness, and youth programming | Essential | | 36% |
| | | Very important | | 42% |
| | | Somewhat important | | 18% |
| | | Not at all important | | 4% |
| | Skate park | Essential | | 14% |
| | | Very important | | 24% |
| | | Somewhat important | | 42% |
| | | Not at all important | | 21% |



National benchmark tables

This table contains the comparisons of Milford’s results to those from other communities. The first column shows the comparison of Milford’s rating to the benchmark. Milford’s results are noted as being “higher”, “lower” or “similar” to the benchmark, meaning that the average rating given by Milford residents is statistically similar to or different than the benchmark. The second column is Milford’s “percent positive.” Most commonly, the percent positive is the combination of the top two most positive response options (i.e., excellent/good). The third column is the rank assigned to Milford’s rating among communities where a similar question was asked. The fourth column is the number of communities that asked a similar question. The fifth column shows the percentile for Milford’s result -- that is what percent of surveyed communities had a lower rating than Milford.

| | | | % positive | Rank | Number of communities | Percentile |
|--|--|---------|------------|------|-----------------------|------------|
| Please rate each of the following aspects of quality of life in Milford. | Milford as a place to live | Similar | 80% | 297 | 393 | 24 |
| | Your neighborhood as a place to live | Similar | 78% | 273 | 326 | 16 |
| | Milford as a place to raise children | Similar | 70% | 288 | 395 | 27 |
| | Milford as a place to work | Similar | 57% | 252 | 378 | 33 |
| | Milford as a place to visit | Similar | 54% | 233 | 320 | 27 |
| | Milford as a place to retire | Similar | 72% | 156 | 380 | 59 |
| | The overall quality of life | Similar | 76% | 313 | 436 | 28 |
| | Sense of community | Similar | 59% | 225 | 328 | 31 |
| Please rate each of the following characteristics as they relate to Milford as a whole. | Overall economic health | Similar | 46% | 233 | 300 | 22 |
| | Overall quality of the transportation system | Similar | 48% | 93 | 139 | 33 |
| | Overall design or layout of residential and commercial areas | Similar | 52% | 232 | 294 | 21 |
| | Overall quality of the utility infrastructure | Lower | 46% | 125 | 136 | 8 |
| | Overall feeling of safety | Lower | 63% | 303 | 376 | 19 |
| | Overall quality of natural environment | Lower | 67% | 251 | 305 | 18 |
| | Overall quality of parks and recreation opportunities | Lower | 56% | 133 | 142 | 7 |
| | Overall health and wellness opportunities | Similar | 65% | 201 | 295 | 32 |
| | Overall opportunities for education, culture, and the arts | Lower | 46% | 257 | 298 | 14 |
| | Residents’ connection and engagement with their community | Similar | 46% | 105 | 137 | 24 |
| Please indicate how likely or unlikely you are to do each of the following. | Recommend living in Milford to someone who asks | Similar | 86% | 176 | 311 | 43 |
| | Remain in Milford for the next five years | Similar | 79% | 241 | 304 | 21 |
| Please rate how safe or unsafe you feel: | In your neighborhood during the day | Similar | 89% | 272 | 360 | 24 |
| | In Milford’s downtown/commercial area during the day | Similar | 84% | 230 | 335 | 31 |

| | | | | | | |
|--|---|---------|-----|-----|-----|----|
| Please rate how safe or unsafe you feel: | From property crime | Similar | 63% | 113 | 147 | 23 |
| | From violent crime | Lower | 67% | 124 | 147 | 15 |
| | From fire, flood, or other natural disaster | Similar | 82% | 86 | 135 | 37 |
| Please rate the job you feel the Milford community does at each of the following. | Making all residents feel welcome | Similar | 67% | 101 | 142 | 29 |
| | Attracting people from diverse backgrounds | Similar | 64% | 43 | 140 | 70 |
| | Valuing/respecting residents from diverse backgrounds | Similar | 66% | 77 | 140 | 45 |
| | Taking care of vulnerable residents | Similar | 50% | 97 | 137 | 29 |
| Please rate each of the following in the Milford community. | Overall quality of business and service establishments | Similar | 55% | 248 | 303 | 18 |
| | Variety of business and service establishments | Lower | 43% | 115 | 137 | 16 |
| | Vibrancy of downtown/commercial area | Similar | 45% | 191 | 284 | 33 |
| | Employment opportunities | Similar | 43% | 185 | 332 | 44 |
| | Shopping opportunities | Lower | 39% | 254 | 318 | 20 |
| | Cost of living | Similar | 46% | 124 | 297 | 58 |
| | Overall image or reputation | Similar | 57% | 282 | 373 | 24 |
| Please also rate each of the following in the Milford community. | Traffic flow on major streets | Higher | 67% | 76 | 349 | 78 |
| | Ease of public parking | Similar | 62% | 143 | 274 | 48 |
| | Ease of travel by car | Similar | 76% | 116 | 328 | 64 |
| | Ease of travel by public transportation | Similar | 34% | 158 | 280 | 43 |
| | Ease of travel by bicycle | Similar | 43% | 217 | 330 | 34 |
| | Ease of walking | Similar | 61% | 192 | 330 | 42 |
| | Well-planned residential growth | Similar | 43% | 100 | 139 | 28 |
| | Well-planned commercial growth | Similar | 34% | 108 | 139 | 23 |
| | Well-designed neighborhoods | Lower | 44% | 122 | 137 | 11 |
| | Preservation of the historical or cultural character of the communi.. | Similar | 61% | 75 | 135 | 45 |
| | Public places where people want to spend time | Lower | 39% | 262 | 290 | 10 |
| | Variety of housing options | Similar | 38% | 224 | 306 | 27 |
| | Availability of affordable quality housing | Similar | 31% | 190 | 331 | 42 |
| | Overall quality of new development | Similar | 44% | 253 | 324 | 22 |
| | Overall appearance | Similar | 61% | 266 | 362 | 26 |
| | Cleanliness | Similar | 65% | 231 | 332 | 30 |
| | Water resources | Similar | 69% | 50 | 125 | 60 |

| | | | | | | | |
|---|--|--|---------|-----|-----|-----|----|
| Please also rate each of the following in the Milford community. | Air quality | Similar | 76% | 191 | 286 | 33 | |
| | Availability of paths and walking trails | Similar | 60% | 243 | 334 | 27 | |
| | Fitness opportunities | Lower | 50% | 250 | 286 | 12 | |
| | Recreational opportunities | Lower | 39% | 296 | 317 | 6 | |
| | Availability of affordable quality food | Similar | 53% | 230 | 281 | 18 | |
| | Availability of affordable quality health care | Similar | 52% | 204 | 294 | 30 | |
| | Availability of preventive health services | Similar | 54% | 203 | 277 | 27 | |
| | Availability of affordable quality mental health care | Similar | 38% | 190 | 277 | 31 | |
| | Opportunities to attend cultural/arts/music activities | Similar | 43% | 245 | 314 | 22 | |
| | Community support for the arts | Similar | 48% | 84 | 136 | 38 | |
| | Availability of affordable quality childcare/preschool | Similar | 46% | 166 | 292 | 43 | |
| | K-12 education | Similar | 52% | 220 | 297 | 26 | |
| | Adult educational opportunities | Lower | 38% | 253 | 283 | 10 | |
| | Sense of civic/community pride | Similar | 54% | 99 | 136 | 27 | |
| | Neighborliness of residents | Similar | 57% | 211 | 290 | 27 | |
| | Please indicate whether or not you have done each of the following in the last 12 months. | Opportunities to participate in social events and activities | Similar | 46% | 244 | 297 | 18 |
| | | Opportunities to attend special events and festivals | Similar | 58% | 214 | 304 | 29 |
| Opportunities to volunteer | | Similar | 58% | 231 | 294 | 21 | |
| Opportunities to participate in community matters | | Similar | 52% | 234 | 298 | 21 | |
| Openness and acceptance of the community toward people of diverse... | | Similar | 56% | 206 | 322 | 36 | |
| Contacted the City of Milford for help or information | | Similar | 55% | 62 | 351 | 82 | |
| Contacted Milford elected officials to express your opinion | | Similar | 16% | 173 | 292 | 41 | |
| Attended a local public meeting | | Similar | 14% | 235 | 291 | 19 | |
| Watched a local public meeting | | Similar | 15% | 234 | 270 | 13 | |
| Volunteered your time to some group/activity | | Similar | 28% | 199 | 296 | 33 | |
| Campaigned or advocated for a local issue, cause, or candidate | | Similar | 17% | 183 | 280 | 35 | |
| Please rate the quality of each of the following | Voted in your most recent local election | Lower | 58% | 132 | 138 | 5 | |
| | Used public transportation instead of driving | Lower | 10% | 176 | 262 | 33 | |
| | Carpooled with other adults or children instead of driving alone | Similar | 34% | 234 | 285 | 18 | |
| | Walked or biked instead of driving | Lower | 46% | 222 | 289 | 23 | |
| | Public information services | Similar | 63% | 232 | 316 | 26 | |

Please rate the quality of each of the following services in Milford.

| | | | | | |
|---|---------|-----|-----|-----|----|
| Economic development | Similar | 43% | 230 | 307 | 25 |
| Traffic enforcement | Similar | 61% | 223 | 376 | 40 |
| Traffic signal timing | Similar | 56% | 121 | 296 | 59 |
| Street repair | Similar | 39% | 275 | 376 | 27 |
| Street cleaning | Similar | 61% | 183 | 317 | 42 |
| Street lighting | Similar | 54% | 210 | 357 | 41 |
| Snow removal | Similar | 64% | 163 | 278 | 41 |
| Sidewalk maintenance | Similar | 52% | 197 | 322 | 39 |
| Bus or transit services | Similar | 41% | 174 | 273 | 36 |
| Land use, planning and zoning | Similar | 34% | 251 | 320 | 21 |
| Code enforcement | Similar | 46% | 259 | 376 | 31 |
| Affordable high-speed internet access | Similar | 42% | 102 | 132 | 23 |
| Garbage collection | Similar | 74% | 257 | 352 | 27 |
| Drinking water | Lower | 50% | 299 | 319 | 6 |
| Sewer services | Similar | 75% | 214 | 320 | 33 |
| Storm water management | Similar | 62% | 212 | 344 | 38 |
| Power (electric and/or gas) utility | Similar | 66% | 203 | 237 | 14 |
| Utility billing | Similar | 62% | 233 | 272 | 14 |
| Police/Sheriff services | Similar | 76% | 263 | 428 | 38 |
| Crime prevention | Similar | 61% | 262 | 375 | 30 |
| Animal control | Similar | 67% | 188 | 339 | 44 |
| Ambulance or emergency medical services | Similar | 83% | 210 | 338 | 38 |
| Fire services | Similar | 88% | 217 | 371 | 41 |
| Fire prevention and education | Similar | 68% | 241 | 309 | 22 |
| Emergency preparedness | Similar | 67% | 168 | 308 | 45 |
| Preservation of natural areas | Similar | 60% | 188 | 289 | 35 |
| Milford open space | Similar | 55% | 212 | 277 | 23 |
| Recycling | Similar | 69% | 227 | 356 | 36 |
| Yard waste pick-up | Similar | 78% | 123 | 300 | 59 |
| City parks | Lower | 61% | 302 | 334 | 9 |
| Recreation programs or classes | Lower | 54% | 281 | 328 | 14 |

| | | | | | | |
|---|---|---------|-----|-----|-----|----|
| Please rate the quality of each of the following services in Milford. | Recreation centers or facilities | Lower | 53% | 248 | 301 | 17 |
| | Health services | Similar | 64% | 165 | 268 | 38 |
| | Public library services | Similar | 80% | 178 | 344 | 48 |
| | Overall customer service by Milford employees | Similar | 74% | 204 | 391 | 47 |
| Please rate the following categories of Milford government performance. | The value of services for the taxes paid to Milford | Similar | 51% | 256 | 399 | 35 |
| | The overall direction that Milford is taking | Similar | 53% | 205 | 347 | 41 |
| | The job Milford government does at welcoming resident involveme.. | Similar | 48% | 210 | 341 | 38 |
| | Overall confidence in Milford government | Similar | 54% | 143 | 302 | 52 |
| | Generally acting in the best interest of the community | Similar | 55% | 164 | 305 | 46 |
| | Being honest | Similar | 59% | 135 | 295 | 54 |
| | Being open and transparent to the public | Similar | 54% | 75 | 142 | 47 |
| | Informing residents about issues facing the community | Similar | 51% | 80 | 148 | 46 |
| | Treating all residents fairly | Similar | 61% | 143 | 302 | 52 |
| | Treating residents with respect | Similar | 67% | 75 | 139 | 46 |
| Overall, how would you rate the quality of the services provided by each .. | The City of Milford | Similar | 69% | 233 | 396 | 41 |
| | The Federal Government | Similar | 39% | 174 | 283 | 38 |
| Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years. | Overall economic health | Similar | 90% | 105 | 276 | 62 |
| | Overall quality of the transportation system | Similar | 77% | 59 | 135 | 57 |
| | Overall design or layout of residential and commercial areas | Similar | 79% | 87 | 277 | 68 |
| | Overall quality of the utility infrastructure | Similar | 91% | 29 | 134 | 79 |
| | Overall feeling of safety | Similar | 95% | 67 | 277 | 76 |
| | Overall quality of natural environment | Similar | 83% | 166 | 277 | 40 |
| | Overall quality of parks and recreation opportunities | Similar | 78% | 95 | 135 | 30 |
| | Overall health and wellness opportunities | Similar | 87% | 16 | 277 | 94 |
| | Overall opportunities for education, culture, and the arts | Similar | 81% | 66 | 277 | 76 |
| Residents' connection and engagement with their community | Similar | 76% | 124 | 277 | 55 | |
| In general, how many times do you: | Access the internet from your home | Similar | 88% | 127 | 135 | 6 |
| | Access the internet from your cell phone | Similar | 90% | 104 | 135 | 23 |
| | Visit social media sites | Similar | 81% | 42 | 134 | 69 |
| | Use or check email | Similar | 95% | 101 | 135 | 25 |
| | Share your opinions online | Similar | 35% | 24 | 135 | 82 |

| | | | | | | |
|---|--|---------|-----|-----|-----|----|
| In general, how many times do you: | Shop online | Similar | 52% | 87 | 135 | 36 |
| | Please rate your overall health. | Similar | 64% | 122 | 283 | 57 |
| | What impact, if any, do you think the economy will have on your fa.. | Similar | 24% | 206 | 286 | 28 |

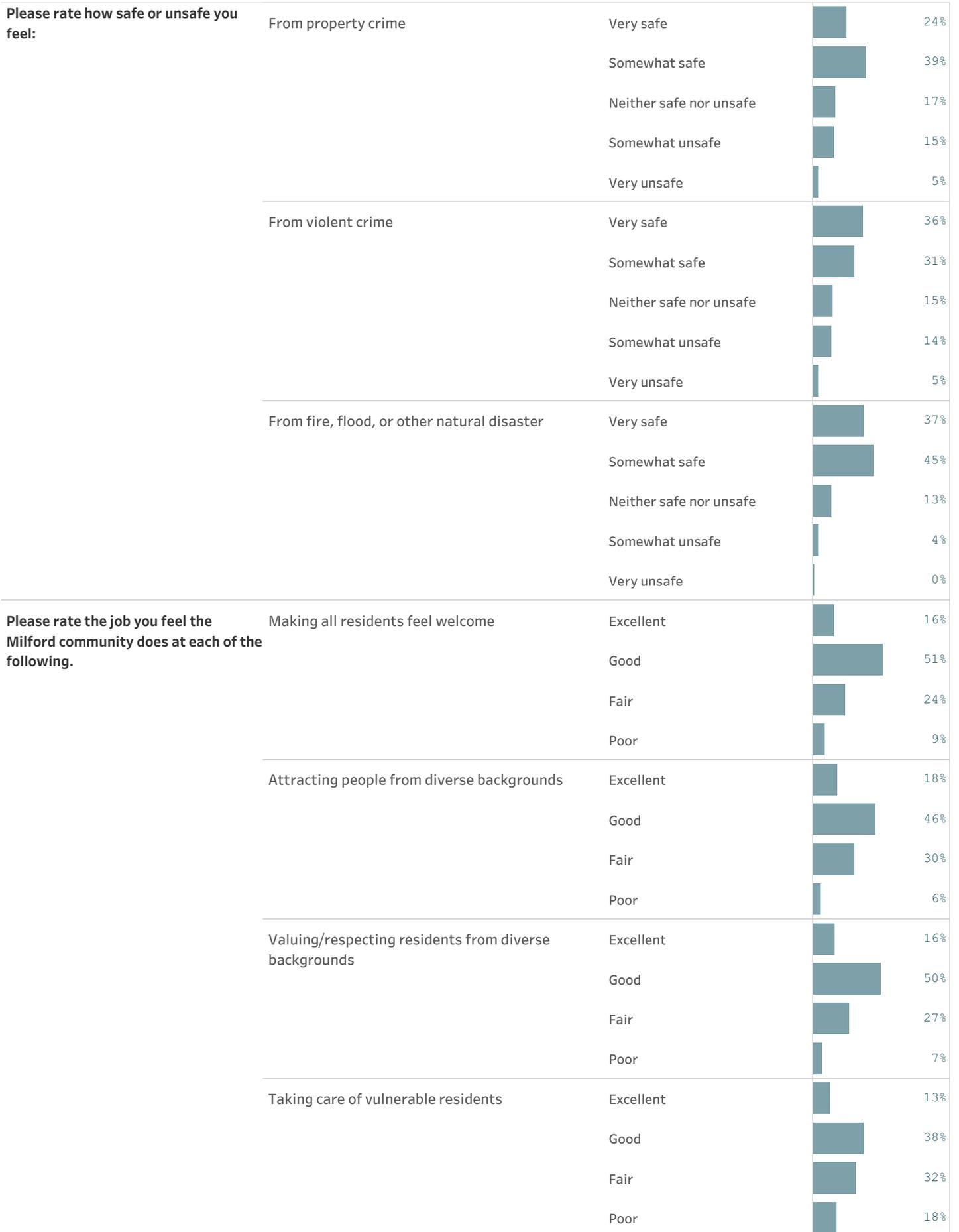
Complete set of frequencies

This dashboard contains a complete set of responses to each question on the survey. By default, "Don't know" responses are excluded, but may be added to the table using the response filter to the right. When a table for a question that only permitted a single response does not total to exactly 100%, it is due to the common practice of percentages being rounded to the nearest whole number.

| Please rate each of the following aspects of quality of life in Milford. | Question | Rating | Frequency | |
|--|--------------------------------------|-----------|------------|-------|
| | | | Percentage | Count |
| Milford as a place to live | Milford as a place to live | Excellent | 24% | 10 |
| | | Good | 56% | 23 |
| | | Fair | 16% | 7 |
| | | Poor | 4% | 2 |
| Your neighborhood as a place to live | Your neighborhood as a place to live | Excellent | 24% | 10 |
| | | Good | 54% | 22 |
| | | Fair | 17% | 7 |
| | | Poor | 6% | 3 |
| Milford as a place to raise children | Milford as a place to raise children | Excellent | 23% | 9 |
| | | Good | 47% | 19 |
| | | Fair | 25% | 10 |
| | | Poor | 5% | 2 |
| Milford as a place to work | Milford as a place to work | Excellent | 17% | 7 |
| | | Good | 40% | 16 |
| | | Fair | 30% | 12 |
| | | Poor | 13% | 5 |
| Milford as a place to visit | Milford as a place to visit | Excellent | 15% | 6 |
| | | Good | 39% | 16 |
| | | Fair | 31% | 13 |
| | | Poor | 15% | 6 |
| Milford as a place to retire | Milford as a place to retire | Excellent | 24% | 10 |
| | | Good | 48% | 20 |
| | | Fair | 23% | 9 |
| | | Poor | 5% | 2 |
| The overall quality of life | The overall quality of life | Excellent | 16% | 7 |
| | | Good | 59% | 24 |
| | | Fair | 21% | 9 |
| | | Poor | 3% | 1 |

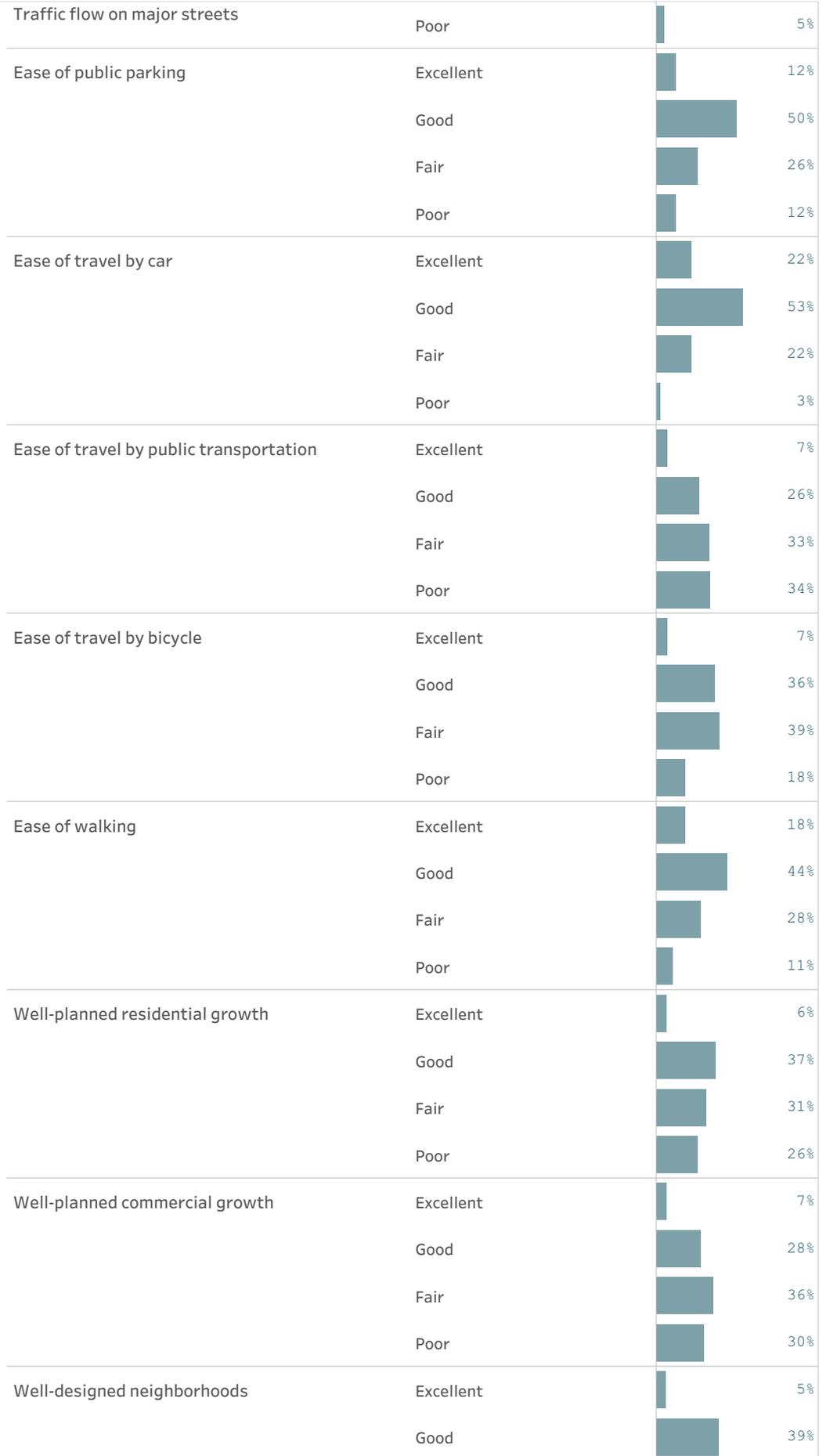
| | | | | |
|--|--|---|---|-----|
| Please rate each of the following aspects of quality of life in Milford. | Sense of community | Excellent |  | 13% |
| | | Good |  | 46% |
| | | Fair |  | 30% |
| | | Poor |  | 11% |
| Please rate each of the following characteristics as they relate to Milford as a whole. | Overall economic health | Excellent |  | 8% |
| | | Good |  | 38% |
| | | Fair |  | 44% |
| | | Poor |  | 10% |
| | Overall quality of the transportation system | Excellent |  | 8% |
| | | Good |  | 41% |
| | | Fair |  | 33% |
| | | Poor |  | 19% |
| | Overall design or layout of residential and commercial areas | Excellent |  | 7% |
| | | Good |  | 45% |
| | | Fair |  | 33% |
| | | Poor |  | 14% |
| Overall quality of the utility infrastructure | Excellent |  | 13% | |
| | Good |  | 33% | |
| | Fair |  | 35% | |
| | Poor |  | 18% | |
| Overall feeling of safety | Excellent |  | 14% | |
| | Good |  | 49% | |
| | Fair |  | 31% | |
| | Poor |  | 6% | |
| Overall quality of natural environment | Excellent |  | 15% | |
| | Good |  | 51% | |
| | Fair |  | 27% | |
| | Poor |  | 7% | |
| Overall quality of parks and recreation opportunities | Excellent |  | 16% | |
| | Good |  | 40% | |
| | Fair |  | 31% | |

| | | | | | |
|--|--|---|---|---|-----|
| Please rate each of the following characteristics as they relate to Milford as a whole. | Overall quality of parks and recreation opportunities | Poor |  | 13% | |
| | Overall health and wellness opportunities | Excellent |  | 19% | |
| | | Good |  | 47% | |
| | | Fair |  | 25% | |
| | | Poor |  | 9% | |
| | Overall opportunities for education, culture, and the arts | Excellent |  | 12% | |
| | | Good |  | 34% | |
| | | Fair |  | 36% | |
| | | Poor |  | 18% | |
| | Residents' connection and engagement with their community | Excellent |  | 9% | |
| | | Good |  | 37% | |
| | | Fair |  | 38% | |
| | | Poor |  | 16% | |
| | Please indicate how likely or unlikely you are to do each of the following. | Recommend living in Milford to someone who asks | Very likely |  | 35% |
| | | | Somewhat likely |  | 51% |
| | | | Somewhat unlikely |  | 6% |
| Very unlikely | | |  | 9% | |
| Remain in Milford for the next five years | | Very likely |  | 49% | |
| | | Somewhat likely |  | 30% | |
| | | Somewhat unlikely |  | 9% | |
| | | Very unlikely |  | 12% | |
| Please rate how safe or unsafe you feel: | In your neighborhood during the day | Very safe |  | 64% | |
| | | Somewhat safe |  | 25% | |
| | | Neither safe nor unsafe |  | 5% | |
| | | Somewhat unsafe |  | 4% | |
| | | Very unsafe | | 2% | |
| | In Milford's downtown/commercial area during the day | Very safe |  | 51% | |
| | | Somewhat safe |  | 32% | |
| | | Neither safe nor unsafe |  | 8% | |
| | | Somewhat unsafe |  | 8% | |
| | | Very unsafe | | 0% | |



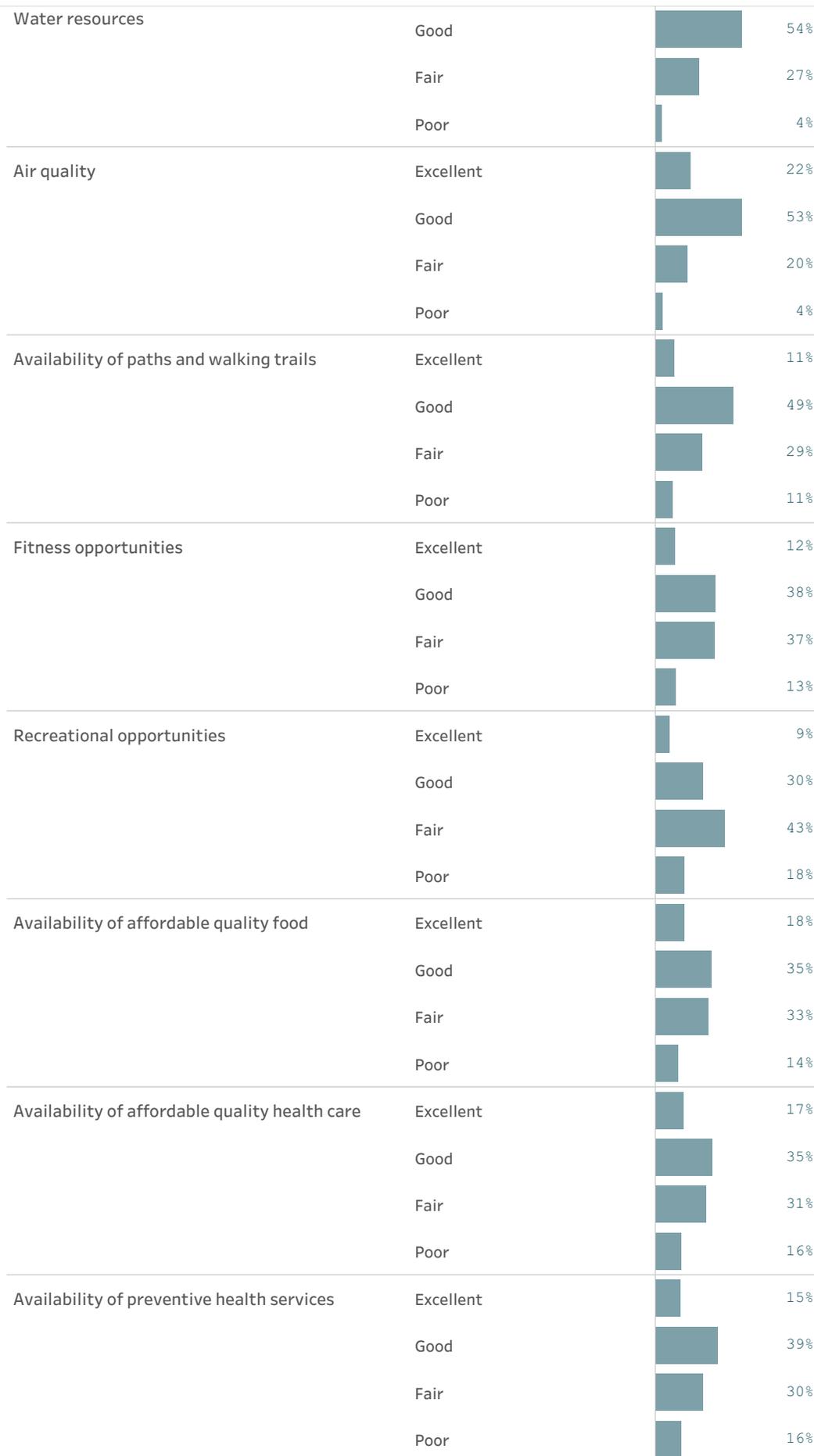
| | | | | |
|---|--|-----------|---|-----|
| Please rate each of the following in the Milford community. | Overall quality of business and service establishments | Excellent |  | 8% |
| | | Good |  | 47% |
| | | Fair |  | 37% |
| | | Poor |  | 8% |
| | Variety of business and service establishments | Excellent |  | 8% |
| | | Good |  | 35% |
| | | Fair |  | 38% |
| | | Poor |  | 19% |
| | Vibrancy of downtown/commercial area | Excellent |  | 11% |
| | | Good |  | 34% |
| | | Fair |  | 30% |
| | | Poor |  | 25% |
| | Employment opportunities | Excellent |  | 10% |
| | | Good |  | 33% |
| | | Fair |  | 32% |
| | | Poor |  | 24% |
| | Shopping opportunities | Excellent |  | 7% |
| | | Good |  | 31% |
| | | Fair |  | 33% |
| | | Poor |  | 29% |
| | Cost of living | Excellent |  | 12% |
| | | Good |  | 33% |
| | | Fair |  | 39% |
| | | Poor |  | 15% |
| | Overall image or reputation | Excellent |  | 9% |
| | | Good |  | 48% |
| | | Fair |  | 35% |
| | | Poor |  | 8% |
| Please also rate each of the following in the Milford community. | Traffic flow on major streets | Excellent |  | 10% |
| | | Good |  | 57% |
| | | Fair |  | 28% |

Please also rate each of the following in the Milford community.

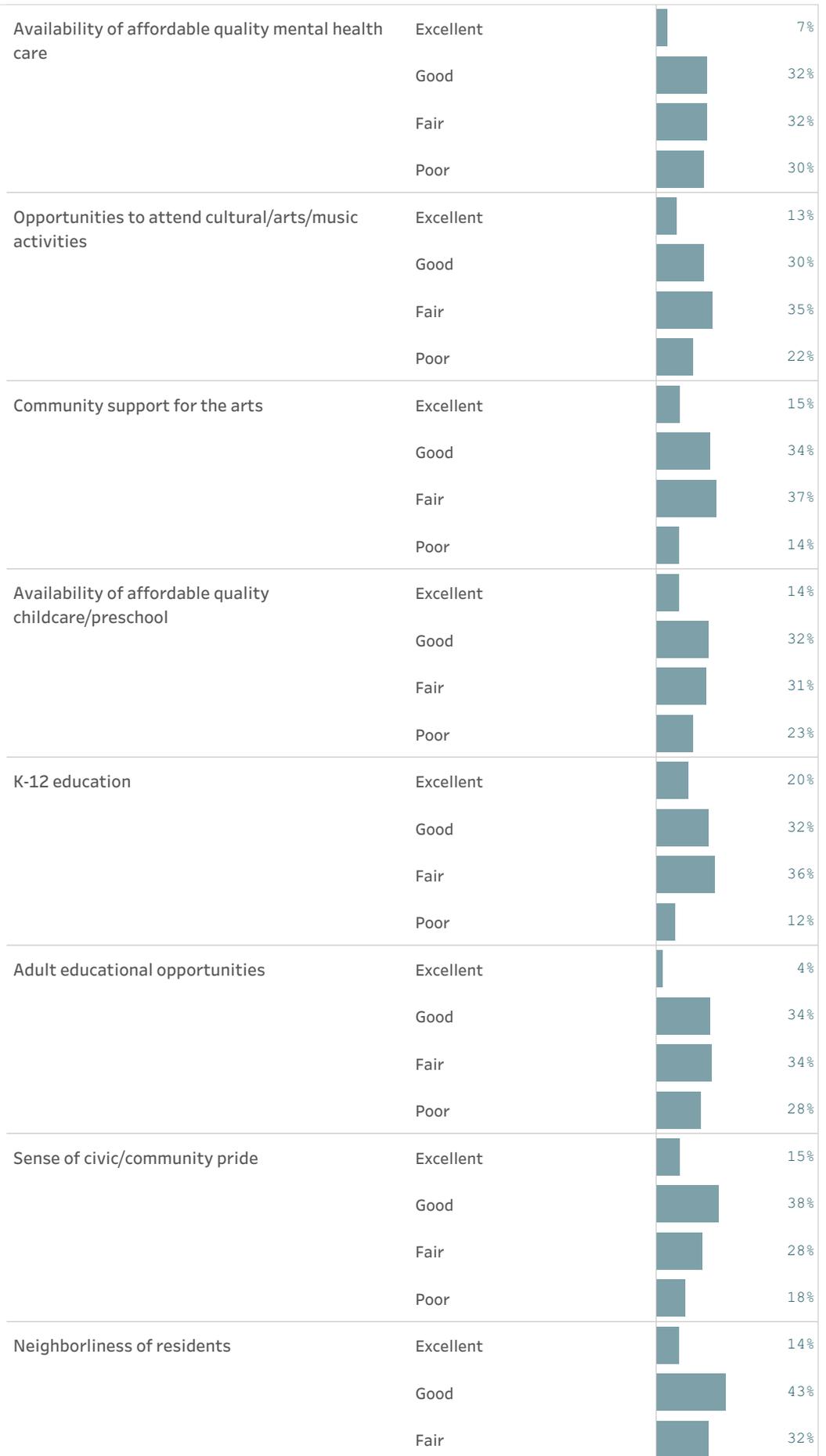


| Please also rate each of the following in the Milford community. | | | |
|---|-----------|---|-----|
| Well-designed neighborhoods | Fair |  | 34% |
| | Poor |  | 22% |
| Preservation of the historical or cultural character of the community | Excellent |  | 13% |
| | Good |  | 48% |
| | Fair |  | 32% |
| | Poor |  | 6% |
| Public places where people want to spend time | Excellent |  | 10% |
| | Good |  | 29% |
| | Fair |  | 39% |
| | Poor |  | 22% |
| Variety of housing options | Excellent |  | 8% |
| | Good |  | 30% |
| | Fair |  | 41% |
| | Poor |  | 21% |
| Availability of affordable quality housing | Excellent |  | 6% |
| | Good |  | 25% |
| | Fair |  | 38% |
| | Poor |  | 30% |
| Overall quality of new development | Excellent |  | 7% |
| | Good |  | 37% |
| | Fair |  | 38% |
| | Poor |  | 18% |
| Overall appearance | Excellent |  | 11% |
| | Good |  | 49% |
| | Fair |  | 33% |
| | Poor |  | 6% |
| Cleanliness | Excellent |  | 15% |
| | Good |  | 50% |
| | Fair |  | 29% |
| | Poor |  | 6% |
| Water resources | Excellent |  | 15% |

Please also rate each of the following in the Milford community.



Please also rate each of the following in the Milford community.

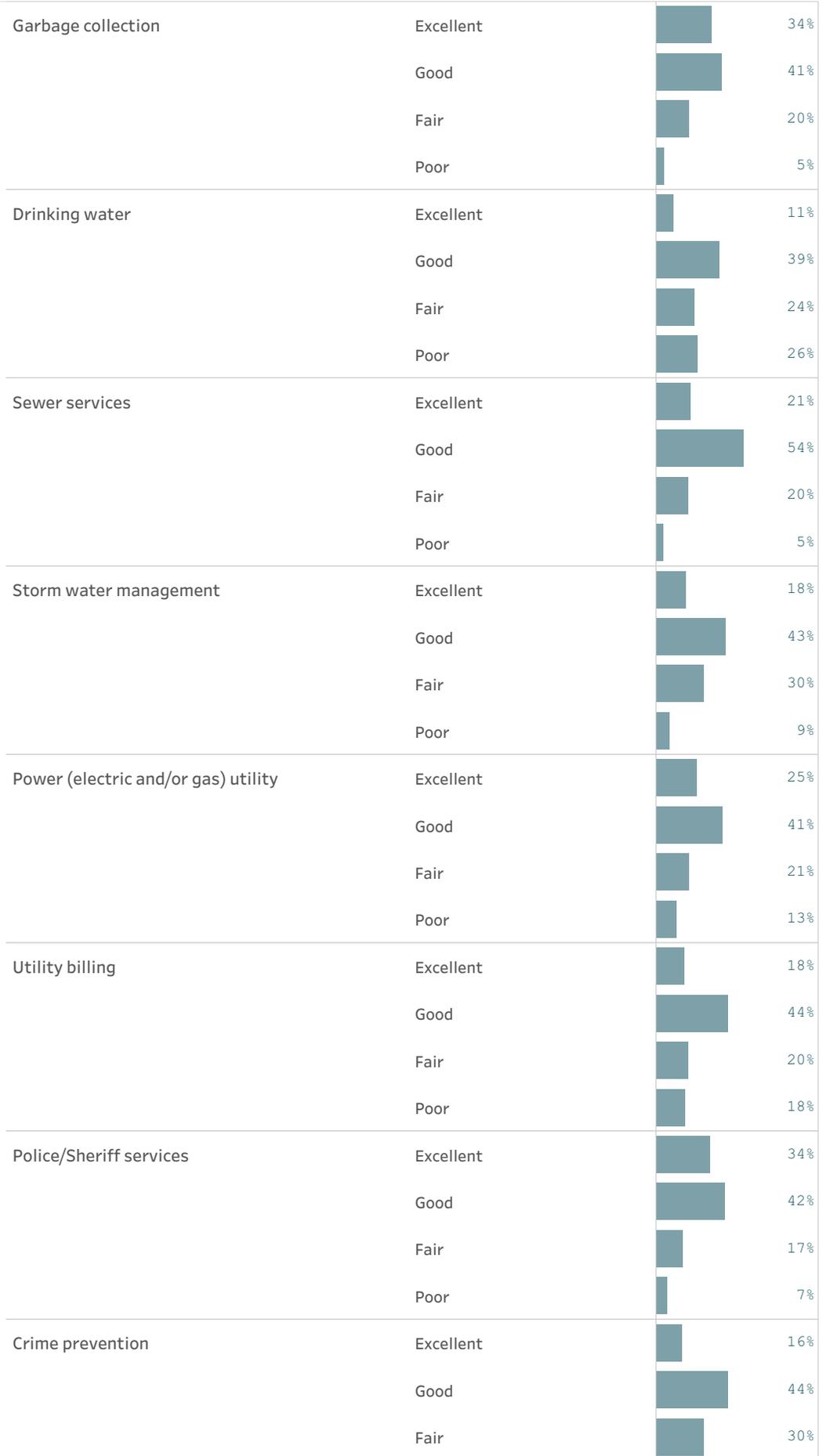


| | | | | |
|--|---|---|---|-----|
| Please also rate each of the following in the Milford community. | Neighborliness of residents | Poor |  | 11% |
| | Opportunities to participate in social events and activities | Excellent |  | 11% |
| | | Good |  | 36% |
| | | Fair |  | 40% |
| | | Poor |  | 13% |
| | Opportunities to attend special events and festivals | Excellent |  | 17% |
| | | Good |  | 40% |
| | | Fair |  | 31% |
| | | Poor |  | 11% |
| | Opportunities to volunteer | Excellent |  | 15% |
| | | Good |  | 43% |
| | | Fair |  | 36% |
| | | Poor |  | 7% |
| | Opportunities to participate in community matters | Excellent |  | 9% |
| | | Good |  | 43% |
| | | Fair |  | 39% |
| | | Poor |  | 9% |
| | Openness and acceptance of the community toward people of diverse backgrounds | Excellent |  | 11% |
| | | Good |  | 45% |
| | | Fair |  | 36% |
| Poor | |  | 8% | |
| Please indicate whether or not you have done each of the following in the last 12 months. | Contacted the City of Milford for help or information | No |  | 45% |
| | | Yes |  | 55% |
| | Contacted Milford elected officials to express your opinion | No |  | 84% |
| | | Yes |  | 16% |
| | Attended a local public meeting | No |  | 86% |
| | | Yes |  | 14% |
| | Watched a local public meeting | No |  | 85% |
| | | Yes |  | 15% |
| | Volunteered your time to some group/activity | No |  | 72% |
| | | Yes |  | 28% |

| | | | |
|--|--|-----------|-----|
| Please indicate whether or not you have done each of the following in the last 12 months. | Campaigned or advocated for a local issue, cause, or candidate | No | 83% |
| | | Yes | 17% |
| | Voted in your most recent local election | No | 43% |
| | | Yes | 57% |
| | Used public transportation instead of driving | No | 90% |
| | | Yes | 10% |
| Carpooled with other adults or children instead of driving alone | No | 65% | |
| | Yes | 35% | |
| Walked or biked instead of driving | No | 54% | |
| | Yes | 46% | |
| Please rate the quality of each of the following services in Milford. | Public information services | Excellent | 14% |
| | | Good | 49% |
| | | Fair | 25% |
| | | Poor | 12% |
| | Economic development | Excellent | 9% |
| | | Good | 34% |
| | | Fair | 40% |
| | | Poor | 17% |
| | Traffic enforcement | Excellent | 14% |
| | | Good | 47% |
| | | Fair | 28% |
| | | Poor | 11% |
| Traffic signal timing | Excellent | 11% | |
| | Good | 45% | |
| | Fair | 31% | |
| | Poor | 13% | |
| Street repair | Excellent | 7% | |
| | Good | 32% | |
| | Fair | 30% | |
| | Poor | 32% | |
| Street cleaning | Excellent | 16% | |

| Please rate the quality of each of the following services in Milford. | | | |
|---|-----------|---|-----|
| Street cleaning | Good |  | 45% |
| | Fair |  | 32% |
| | Poor |  | 7% |
| Street lighting | Excellent |  | 16% |
| | Good |  | 38% |
| | Fair |  | 36% |
| | Poor |  | 10% |
| Snow removal | Excellent |  | 21% |
| | Good |  | 44% |
| | Fair |  | 22% |
| | Poor |  | 14% |
| Sidewalk maintenance | Excellent |  | 14% |
| | Good |  | 38% |
| | Fair |  | 34% |
| | Poor |  | 15% |
| Bus or transit services | Excellent |  | 11% |
| | Good |  | 30% |
| | Fair |  | 34% |
| | Poor |  | 25% |
| Land use, planning and zoning | Excellent |  | 9% |
| | Good |  | 25% |
| | Fair |  | 41% |
| | Poor |  | 25% |
| Code enforcement | Excellent |  | 7% |
| | Good |  | 39% |
| | Fair |  | 27% |
| | Poor |  | 27% |
| Affordable high-speed internet access | Excellent |  | 12% |
| | Good |  | 30% |
| | Fair |  | 29% |
| | Poor |  | 29% |

Please rate the quality of each of the following services in Milford.



| Please rate the quality of each of the following services in Milford. | | | |
|---|-----------|--|-----|
| Crime prevention | Poor | | 10% |
| Animal control | Excellent | | 18% |
| | Good | | 49% |
| | Fair | | 23% |
| | Poor | | 10% |
| Ambulance or emergency medical services | Excellent | | 41% |
| | Good | | 42% |
| | Fair | | 16% |
| | Poor | | 1% |
| Fire services | Excellent | | 44% |
| | Good | | 44% |
| | Fair | | 11% |
| | Poor | | 1% |
| Fire prevention and education | Excellent | | 24% |
| | Good | | 44% |
| | Fair | | 29% |
| | Poor | | 3% |
| Emergency preparedness | Excellent | | 21% |
| | Good | | 46% |
| | Fair | | 23% |
| | Poor | | 11% |
| Preservation of natural areas | Excellent | | 17% |
| | Good | | 43% |
| | Fair | | 22% |
| | Poor | | 18% |
| Milford open space | Excellent | | 12% |
| | Good | | 43% |
| | Fair | | 28% |
| | Poor | | 17% |
| Recycling | Excellent | | 28% |
| | Good | | 41% |

| Please rate the quality of each of the following services in Milford. | | | | |
|--|---|---|---|-----|
| Recycling | Fair |  | 22% | |
| | Poor |  | 9% | |
| Yard waste pick-up | Excellent |  | 33% | |
| | Good |  | 46% | |
| | Fair |  | 16% | |
| | Poor |  | 6% | |
| City parks | Excellent |  | 17% | |
| | Good |  | 44% | |
| | Fair |  | 30% | |
| | Poor |  | 9% | |
| Recreation programs or classes | Excellent |  | 13% | |
| | Good |  | 41% | |
| | Fair |  | 31% | |
| | Poor |  | 16% | |
| Recreation centers or facilities | Excellent |  | 14% | |
| | Good |  | 38% | |
| | Fair |  | 31% | |
| | Poor |  | 16% | |
| Health services | Excellent |  | 21% | |
| | Good |  | 43% | |
| | Fair |  | 24% | |
| | Poor |  | 11% | |
| Public library services | Excellent |  | 44% | |
| | Good |  | 36% | |
| | Fair |  | 16% | |
| | Poor |  | 3% | |
| Overall customer service by Milford employees | Excellent |  | 31% | |
| | Good |  | 44% | |
| | Fair |  | 19% | |
| | Poor |  | 6% | |
| Please rate the following categories of Milford government performance | The value of services for the taxes paid to Milford | Excellent |  | 11% |

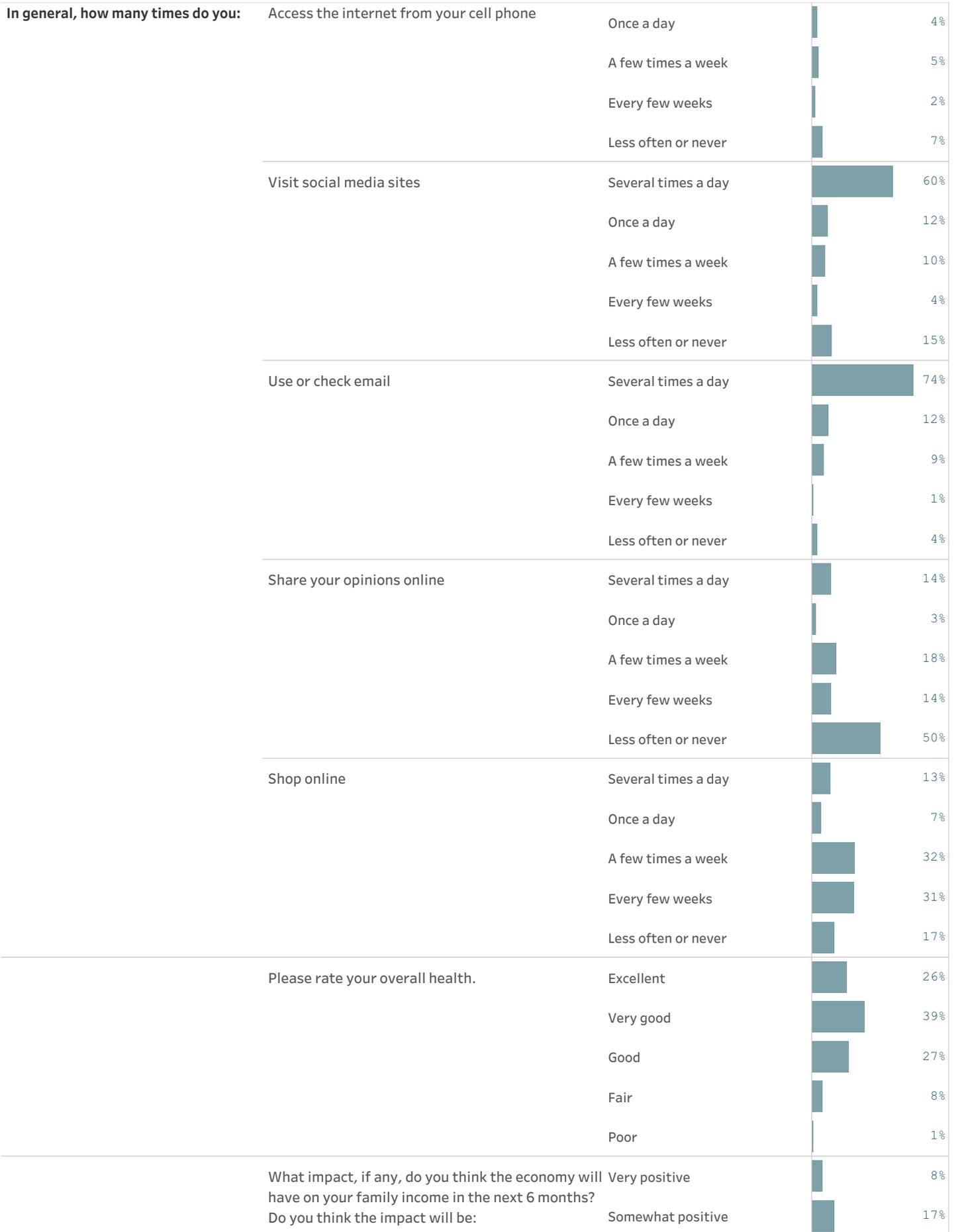
| Please rate the following categories of Milford government performance. | | | |
|---|-----------|--|-----|
| The value of services for the taxes paid to Milford | Good | | 40% |
| | Fair | | 28% |
| | Poor | | 21% |
| The overall direction that Milford is taking | Excellent | | 14% |
| | Good | | 39% |
| | Fair | | 34% |
| | Poor | | 13% |
| The job Milford government does at welcoming resident involvement | Excellent | | 13% |
| | Good | | 35% |
| | Fair | | 34% |
| | Poor | | 18% |
| Overall confidence in Milford government | Excellent | | 16% |
| | Good | | 38% |
| | Fair | | 28% |
| | Poor | | 18% |
| Generally acting in the best interest of the community | Excellent | | 15% |
| | Good | | 40% |
| | Fair | | 29% |
| | Poor | | 16% |
| Being honest | Excellent | | 17% |
| | Good | | 42% |
| | Fair | | 28% |
| | Poor | | 13% |
| Being open and transparent to the public | Excellent | | 14% |
| | Good | | 40% |
| | Fair | | 27% |
| | Poor | | 19% |
| Informing residents about issues facing the community | Excellent | | 13% |
| | Good | | 39% |
| | Fair | | 29% |
| | Poor | | 19% |

| | | | | |
|---|--|---|---|-----|
| Please rate the following categories of Milford government performance. | Treating all residents fairly | Excellent |  | 19% |
| | | Good |  | 42% |
| | | Fair |  | 21% |
| | | Poor |  | 18% |
| | Treating residents with respect | Excellent |  | 23% |
| | | Good |  | 44% |
| | | Fair |  | 21% |
| | | Poor |  | 11% |
| Overall, how would you rate the quality of the services provided by each of the following? | The City of Milford | Excellent |  | 22% |
| | | Good |  | 46% |
| | | Fair |  | 23% |
| | | Poor |  | 8% |
| | The Federal Government | Excellent |  | 10% |
| | | Good |  | 30% |
| | | Fair |  | 31% |
| | | Poor |  | 30% |
| Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years. | Overall economic health | Essential |  | 51% |
| | | Very important |  | 39% |
| | | Somewhat important |  | 9% |
| | | Not at all important | | 2% |
| | Overall quality of the transportation system | Essential |  | 27% |
| | | Very important |  | 50% |
| | | Somewhat important |  | 21% |
| | | Not at all important | | 2% |
| | Overall design or layout of residential and commercial areas | Essential |  | 34% |
| | | Very important |  | 44% |
| | | Somewhat important |  | 21% |
| | | Not at all important | | 1% |
| Overall quality of the utility infrastructure | Essential |  | 55% | |
| | Very important |  | 36% | |
| | Somewhat important |  | 9% | |

| | | | | |
|--|---|----------------------|-----|-----|
| Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years. | Overall quality of the utility infrastructure | Not at all important | | 0% |
| | Overall feeling of safety | Essential | | 58% |
| | | Very important | | 37% |
| | | Somewhat important | | 5% |
| | Overall quality of natural environment | Essential | | 32% |
| | | Very important | | 50% |
| | | Somewhat important | | 16% |
| | | Not at all important | | 1% |
| | Overall quality of parks and recreation opportunities | Essential | | 29% |
| | | Very important | | 50% |
| | | Somewhat important | | 20% |
| | | Not at all important | | 1% |
| | Overall health and wellness opportunities | Essential | | 41% |
| Very important | | | 45% | |
| Somewhat important | | | 10% | |
| Not at all important | | | 3% | |
| Overall opportunities for education, culture, and the arts | Essential | | 39% | |
| | Very important | | 42% | |
| | Somewhat important | | 17% | |
| | Not at all important | | 2% | |
| Residents' connection and engagement with their community | Essential | | 30% | |
| | Very important | | 46% | |
| | Somewhat important | | 22% | |
| | Not at all important | | 2% | |
| Please rate how important, if at all, you think it is for Milford to expand the following outdoor tourism opportunities to attract more tourists and residents. | Overall quality of parks and recreation opportunities | Essential | | 29% |
| | | Very important | | 44% |
| | | Somewhat important | | 22% |
| | | Not at all important | | 4% |
| Additional recreation access points along the Mispillion River (for kayaking and fishing, etc.) | Essential | | 25% | |
| | Very important | | 40% | |
| | Somewhat important | | 28% | |

| | | | | |
|--|---|----------------------|-----|-----|
| Please rate how important, if at all, you think it is for Milford to expand the following outdoor tourism opportunities to attract more tourists and residents. | Additional recreation access points along the Mispillion River (for kayaking and fishing, etc.) | Not at all important | | 8% |
| | More outdoor public events and festivals | Essential | | 31% |
| | | Very important | | 41% |
| | | Somewhat important | | 25% |
| | | Not at all important | | 3% |
| Organized tours (bike tours, birding, and natural heritage bus tours) | Essential | | 15% | |
| | Very important | | 32% | |
| | Somewhat important | | 41% | |
| | Not at all important | | 12% | |
| Shuttles to Slaughter Beach | Essential | | 15% | |
| | Very important | | 26% | |
| | Somewhat important | | 32% | |
| | Not at all important | | 27% | |
| Additional bike lanes | Essential | | 18% | |
| | Very important | | 34% | |
| | Somewhat important | | 37% | |
| | Not at all important | | 12% | |
| How do you feel about the amount of public art in Milford: Is there too much, the right amount, or would you like to see more? | Too much | | 3% | |
| | The right amount | | 46% | |
| | Would like more | | 51% | |
| Please rate how important, if at all, you think it is to add or expand the following city recreation opportunities in Milford. | Parks and playgrounds | Essential | | 37% |
| | | Very important | | 44% |
| | | Somewhat important | | 15% |
| | | Not at all important | | 4% |
| Bike trails and pedestrian paths | Essential | | 36% | |
| | Very important | | 38% | |
| | Somewhat important | | 19% | |
| | Not at all important | | 7% | |
| Hardcourt sports (basketball, tennis, pickleball, etc.) | Essential | | 25% | |
| | Very important | | 32% | |
| | Somewhat important | | 34% | |

| | | | | |
|---|--|----------------------|-----|-----|
| Please rate how important, if at all, you think it is to add or expand the following city recreation opportunities in Milford. | Hardcourt sports (basketball, tennis, pickleball, etc.) | Not at all important | | 10% |
| | Turf/softcourt sports (soccer, baseball, softball, beach volleyball, etc.) | Essential | | 21% |
| | | Very important | | 31% |
| | | Somewhat important | | 34% |
| | | Not at all important | | 14% |
| Swimming pool/splash pad | Essential | | 31% | |
| | Very important | | 26% | |
| | Somewhat important | | 26% | |
| | Not at all important | | 16% | |
| Indoor recreation center with sports, fitness, and youth programming | Essential | | 36% | |
| | Very important | | 42% | |
| | Somewhat important | | 18% | |
| | Not at all important | | 4% | |
| Skate park | Essential | | 14% | |
| | Very important | | 24% | |
| | Somewhat important | | 42% | |
| | Not at all important | | 21% | |
| Amphitheater | Essential | | 21% | |
| | Very important | | 31% | |
| | Somewhat important | | 34% | |
| | Not at all important | | 14% | |
| The City is considering creating a historic preservation ordinance. The historic preservation ordinance would create a review board to assess applications for building demolitions, alterations, and new construction within the City's historic districts. How much do you support or oppose the City creating a historic preservation ordinance fo.. | Strongly support | | 45% | |
| | Somewhat support | | 40% | |
| | Somewhat oppose | | 9% | |
| | Strongly oppose | | 6% | |
| In general, how many times do you: | Access the internet from your home | Several times a day | | 78% |
| | | Once a day | | 5% |
| | | A few times a week | | 5% |
| | | Every few weeks | | 6% |
| | | Less often or never | | 7% |
| Access the internet from your cell phone | Several times a day | | 81% | |



| | | | |
|--|--|--|-----|
| What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be: | Neutral | | 35% |
| | Somewhat negative | | 27% |
| | Very negative | | 13% |
| How many years have you lived in Milford? | Less than 2 years | | 16% |
| | 2-5 years | | 24% |
| | 6-10 years | | 20% |
| | 11-20 years | | 22% |
| | More than 20 years | | 19% |
| Which best describes the building you live in? | One family house detached from any other houses | | 64% |
| | Building with two or more homes (duplex, townhome, apa.. | | 36% |
| Do you rent or own your home? | Rent | | 48% |
| | Own | | 52% |
| About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance and homeowners' association (HOA) fees)? | Less than \$500 | | 10% |
| | \$500 to \$999 | | 26% |
| | \$1,000 to \$1,499 | | 30% |
| | \$1,500 to \$1,999 | | 24% |
| | \$2,000 to \$2,499 | | 7% |
| | \$2,500 to \$2,999 | | 3% |
| | \$3,000 to \$3,499 | | 1% |
| | \$3,500 or more | | 1% |
| Do any children 17 or under live in your household? | No | | 70% |
| | Yes | | 30% |
| Are you or any other members of your household aged 65 or older? | No | | 66% |
| | Yes | | 34% |
| How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.) | Less than \$25,000 | | 17% |
| | \$25,000 to \$49,999 | | 27% |
| | \$50,000 to \$74,999 | | 24% |
| | \$75,000 to \$99,999 | | 11% |
| | \$100,000 to \$149,999 | | 12% |
| | \$150,000 or more | | 9% |
| Are you Spanish, Hispanic or Latino? | No, not Spanish, Hispanic, or Latino | | 84% |

| | | | |
|--|---|---|---|
| Are you Spanish, Hispanic or Latino? | Yes, I consider myself to be Spanish, Hispanic, or Latino |  | 16% |
| What is your race? (Mark one or more races to indicate what race you consider yourself to be.) | American Indian or Alaskan Native |  | 2% |
| | Asian, Asian Indian, or Pacific Islander |  | 1% |
| | Black or African American |  | 21% |
| | White |  | 72% |
| | Other |  | 10% |
| | In which category is your age? | 18-24 years |  |
| 25-34 years | |  | 20% |
| 35-44 years | |  | 13% |
| 45-54 years | |  | 19% |
| 55-64 years | |  | 14% |
| 65-74 years | |  | 16% |
| 75 years or older | |  | 14% |
| What is your gender? | Female |  | 55% |
| | Male |  | 45% |
| | Identify in another way |  | 0% |

Full trends

This table contains the trends over time for the City of Milford. The combined "percent positive" responses for each survey year are presented (e.g., excellent/good or yes). If an item was not included during an administration of the survey, no percentage will be shown in the table. If the difference between the 2019 and 2022 surveys is greater than seven percentage points, the change is statistically significant.

It is important to note that in 2020, The NCS survey was updated to include new and refreshed items. Consequently, some of the trends may be impacted due to wording modifications that could have potentially altered the meaning of the item for the respondent.

| | | 2012 | 2017 | 2019 | 2022 |
|--|--|------|------|------|------|
| Please rate each of the following aspects of quality of life in Milford. | Milford as a place to live | 84% | 83% | 80% | |
| | Your neighborhood as a place to live | 78% | 76% | 78% | |
| | Milford as a place to raise children | 53% | 75% | 72% | 70% |
| | Milford as a place to work | 46% | 55% | 57% | |
| | Milford as a place to visit | 49% | 55% | 54% | |
| | Milford as a place to retire | 65% | 75% | 72% | |
| | The overall quality of life | 77% | 76% | 76% | |
| | Sense of community | 55% | 62% | 59% | |
| Please rate each of the following characteristics as they relate to Milford as a whole. | Overall economic health | 49% | 51% | 46% | |
| | Overall quality of the transportation system | | | 48% | |
| | Overall design or layout of residential and commercial areas | 55% | 55% | 52% | |
| | Overall quality of the utility infrastructure | | | 46% | |
| | Overall feeling of safety | 70% | 67% | 63% | |
| | Overall quality of natural environment | 79% | 70% | 67% | |
| | Overall quality of parks and recreation opportunities | | | 56% | |
| | Overall health and wellness opportunities | 64% | 61% | 65% | |
| | Overall opportunities for education, culture, and the arts | 49% | 49% | 46% | |
| | Residents' connection and engagement with their community | | | 46% | |
| Please indicate how likely or unlikely you are to do each of the following. | Recommend living in Milford to someone who asks | 84% | 89% | 86% | |
| | Remain in Milford for the next five years | 81% | 85% | 79% | |

| | | |
|--|---|-------------|
| Please rate how safe or unsafe you feel: | In your neighborhood during the day | 91% 93% 89% |
| | In Milford's downtown/commercial area during the day | 89% 87% 84% |
| | From property crime | 63% |
| | From violent crime | 67% |
| | From fire, flood, or other natural disaster | 82% |
| Please rate the job you feel the Milford community does at each of the following. | Making all residents feel welcome | 67% |
| | Attracting people from diverse backgrounds | 64% |
| | Valuing/respecting residents from diverse backgrounds | 66% |
| | Taking care of vulnerable residents | 50% |
| Please rate each of the following in the Milford community. | Overall quality of business and service establishments | 52% 57% 55% |
| | Variety of business and service establishments | 43% |
| | Vibrancy of downtown/commercial area | 44% 41% 45% |
| | Employment opportunities | 27% 34% 43% |
| | Shopping opportunities | 45% 46% 39% |
| | Cost of living | 45% 54% 46% |
| | Overall image or reputation | 62% 61% 57% |
| Please also rate each of the following in the Milford community. | Traffic flow on major streets | 65% 65% 67% |
| | Ease of public parking | 61% 60% 62% |
| | Ease of travel by car | 81% 76% 76% |
| | Ease of travel by public transportation | 31% 36% 34% |
| | Ease of travel by bicycle | 58% 55% 43% |
| | Ease of walking | 74% 65% 61% |
| | Well-planned residential growth | 43% |
| | Well-planned commercial growth | 34% |
| | Well-designed neighborhoods | 44% |
| | Preservation of the historical or cultural character of the community | 61% |
| | Public places where people want to spend time | 53% 51% 39% |

| | | | | |
|--|--|-----|-----|-----|
| Please also rate each of the following in the Milford community. | Variety of housing options | 49% | 42% | 38% |
| | Availability of affordable quality housing | 41% | 44% | 31% |
| | Overall quality of new development | 49% | 57% | 44% |
| | Overall appearance | 69% | 66% | 61% |
| | Cleanliness | 64% | 65% | 65% |
| | Water resources | | | 69% |
| | Air quality | 70% | 69% | 76% |
| | Availability of paths and walking trails | 61% | 50% | 60% |
| | Fitness opportunities | 54% | 54% | 50% |
| | Recreational opportunities | 49% | 44% | 39% |
| | Availability of affordable quality food | 62% | 54% | 53% |
| | Availability of affordable quality health care | 64% | 62% | 52% |
| | Availability of preventive health services | 61% | 63% | 54% |
| | Availability of affordable quality mental health care | 43% | 38% | 38% |
| | Opportunities to attend cultural/arts/music activities | 55% | 50% | 43% |
| | Community support for the arts | | | 48% |
| | Availability of affordable quality childcare/preschool | 53% | 58% | 46% |
| | K-12 education | 58% | 73% | 52% |
| | Adult educational opportunities | 29% | 33% | 38% |
| | Sense of civic/community pride | | | 54% |
| Neighborliness of residents | 49% | 60% | 57% | |
| Opportunities to participate in social events and activities | 53% | 56% | 46% | |
| Opportunities to attend special events and festivals | 64% | 70% | 58% | |
| Opportunities to volunteer | 65% | 65% | 58% | |
| Opportunities to participate in community matters | 55% | 56% | 52% | |
| Openness and acceptance of the community toward people of diver.. | 53% | 58% | 56% | |
| Please indicate whether or not you have done each of the following in | Contacted the City of Milford for help or information | 52% | 51% | 55% |

| | | | | | |
|--|--|-----|-----|-----|-----|
| Please indicate whether or not you have done each of the following in the last 12 months. | Contacted Milford elected officials to express your opinion | 22% | 20% | 16% | |
| | Attended a local public meeting | 21% | 25% | 14% | |
| | Watched a local public meeting | | | 15% | |
| | Volunteered your time to some group/activity | 34% | 34% | 28% | |
| | Campaigned or advocated for a local issue, cause, or candidate | 17% | 21% | 17% | |
| | Voted in your most recent local election | | | 58% | |
| | Used public transportation instead of driving | 7% | 9% | 10% | |
| | Carpooled with other adults or children instead of driving alone | 35% | 38% | 34% | |
| | Walked or biked instead of driving | 56% | 52% | 46% | |
| Please rate the quality of each of the following services in Milford. | Public information services | 69% | 71% | 63% | |
| | Economic development | 45% | 49% | 43% | |
| | Traffic enforcement | 75% | 68% | 61% | |
| | Traffic signal timing | 56% | 62% | 56% | |
| | Street repair | 50% | 42% | 39% | |
| | Street cleaning | 70% | 66% | 61% | |
| | Street lighting | 76% | 66% | 54% | |
| | Snow removal | 65% | 64% | 64% | |
| | Sidewalk maintenance | 48% | 46% | 52% | |
| | Bus or transit services | 46% | 50% | 41% | |
| | Land use, planning and zoning | 42% | 50% | 34% | |
| | Code enforcement | 71% | 39% | 37% | 46% |
| | Affordable high-speed internet access | | | 42% | |
| | Garbage collection | 80% | 82% | 74% | |
| | Drinking water | 47% | 45% | 50% | |
| | Sewer services | 73% | 77% | 75% | |
| | Storm water management | 56% | 62% | 62% | |
| Power (electric and/or gas) utility | 69% | 73% | 66% | | |

| | | | | |
|--|--|---|-----|-----|
| Please rate the quality of each of the following services in Milford. | Utility billing | 60% | 61% | 62% |
| | Police/Sheriff services | 80% | 82% | 76% |
| | Crime prevention | 61% | 65% | 61% |
| | Animal control | 48% | 51% | 67% |
| | Ambulance or emergency medical services | 92% | 93% | 83% |
| | Fire services | 96% | 94% | 88% |
| | Fire prevention and education | 73% | 75% | 68% |
| | Emergency preparedness | 63% | 67% | 67% |
| | Preservation of natural areas | 61% | 60% | 60% |
| | Milford open space | 56% | 55% | 55% |
| | Recycling | 79% | 82% | 69% |
| | Yard waste pick-up | 75% | 83% | 78% |
| | City parks | 72% | 75% | 61% |
| | Recreation programs or classes | 56% | 62% | 54% |
| | Recreation centers or facilities | 55% | 60% | 53% |
| | Health services | 73% | 68% | 64% |
| | Public library services | 81% | 87% | 80% |
| | Overall customer service by Milford employees | 76% | 75% | 74% |
| | Please rate the following categories of Milford government performance. | The value of services for the taxes paid to Milford | 51% | 56% |
| The overall direction that Milford is taking | | 61% | 68% | 53% |
| The job Milford government does at welcoming resident involveme.. | | 55% | 54% | 48% |
| Overall confidence in Milford government | | 56% | 60% | 54% |
| Generally acting in the best interest of the community | | 54% | 61% | 55% |
| Being honest | | 59% | 61% | 59% |
| Being open and transparent to the public | | | | 54% |
| Informing residents about issues facing the community | | | | 51% |
| Treating all residents fairly | | 52% | 61% | 61% |

| | | |
|---|--|------------------------------------|
| categories of Milford government performance. | Treating residents with respect | 67% |
| Overall, how would you rate the quality of the services provided by each of the following? | The City of Milford | 76% 75% 69% |
| | The Federal Government | 36% 43% 39% |
| Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years. | Overall economic health | 89% 90% 90% |
| | Overall quality of the transportation system | 77% |
| | Overall design or layout of residential and commercial areas | 77% 75% 79% |
| | Overall quality of the utility infrastructure | 91% |
| | Overall feeling of safety | 95% 95% 95% |
| | Overall quality of natural environment | 82% 79% 83% |
| | Overall quality of parks and recreation opportunities | 78% |
| | Overall health and wellness opportunities | 80% 84% 87% |
| | Overall opportunities for education, culture, and the arts | 83% 87% 81% |
| | Residents' connection and engagement with their community | 87% 81% 76% |
| | In general, how many times do you: | Access the internet from your home |
| Access the internet from your cell phone | | 90% |
| Visit social media sites | | 81% |
| Use or check email | | 95% |
| Share your opinions online | | 35% |
| Shop online | | 52% |
| | Please rate your overall health. | 49% 51% 64% |
| | What impact, if any, do you think the economy will have on your fa.. | 26% 36% 24% |

Methods (open participation)

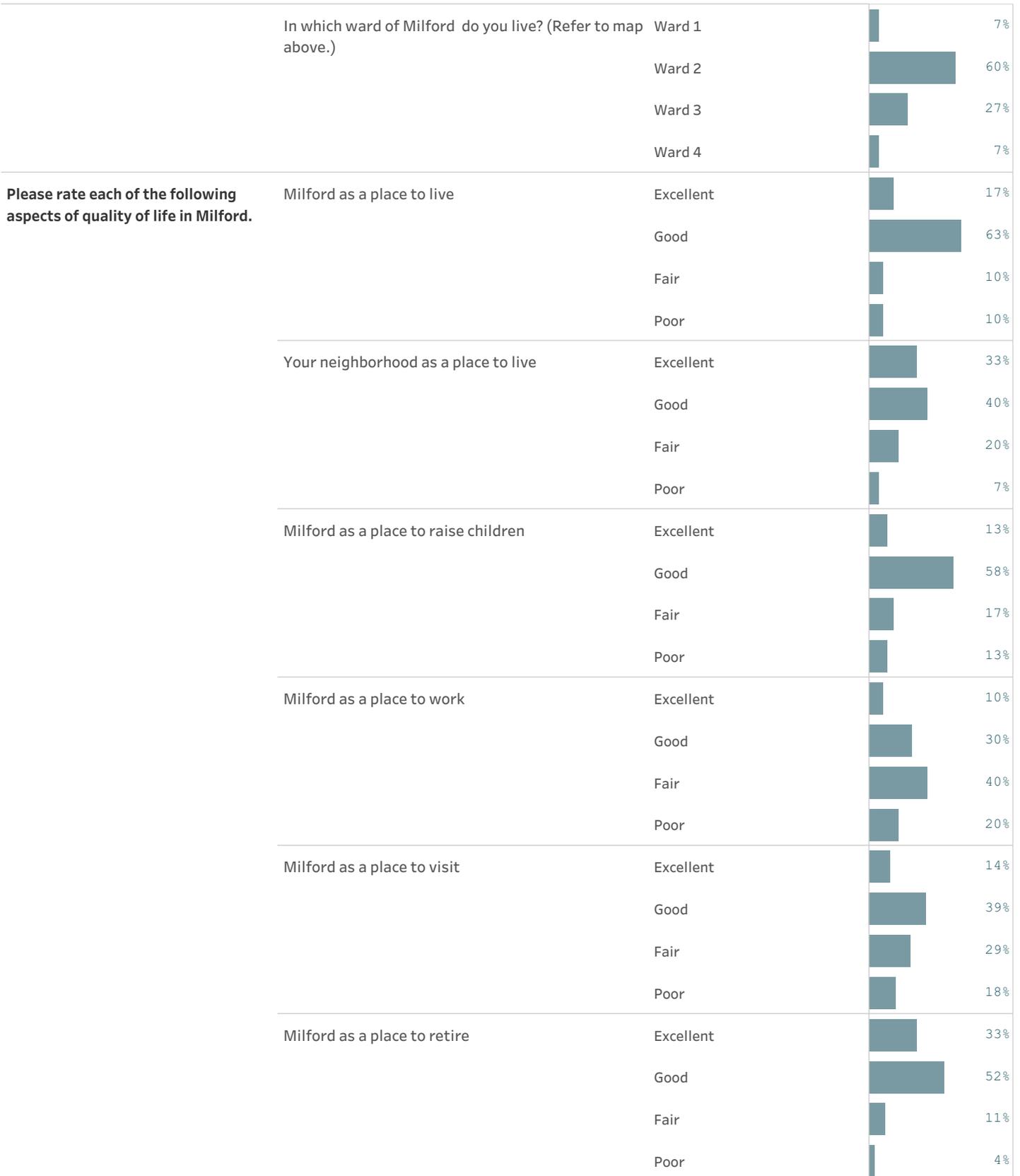
As part of its participation in The National Community Survey™ (The NCST™), the City of Milford conducted a survey of 432 residents. Survey invitations were mailed to randomly selected households and data were collected from January 18th, 2022 to March 8th, 2022. The results from this main survey effort represent the most robust estimate of your residents' opinions.

After the above data collection period was underway, a link to an online open participation survey was publicized by the City of Milford. The open participation survey was identical to the probability sample survey with two small updates; it included a map at the beginning asking where the respondent lives and also a question about where they heard about the survey. The open participation survey was open to all city residents and became available on February 22nd, 2022. The survey remained open for two weeks and there were 30 responses.

The open participation survey data were not collected through a random sample and it is unknown who in the community was aware of the survey; therefore, a level of confidence in the representativeness of the sample cannot be estimated. Due to limited response, the results were not statistically weighted.

Open participation survey results

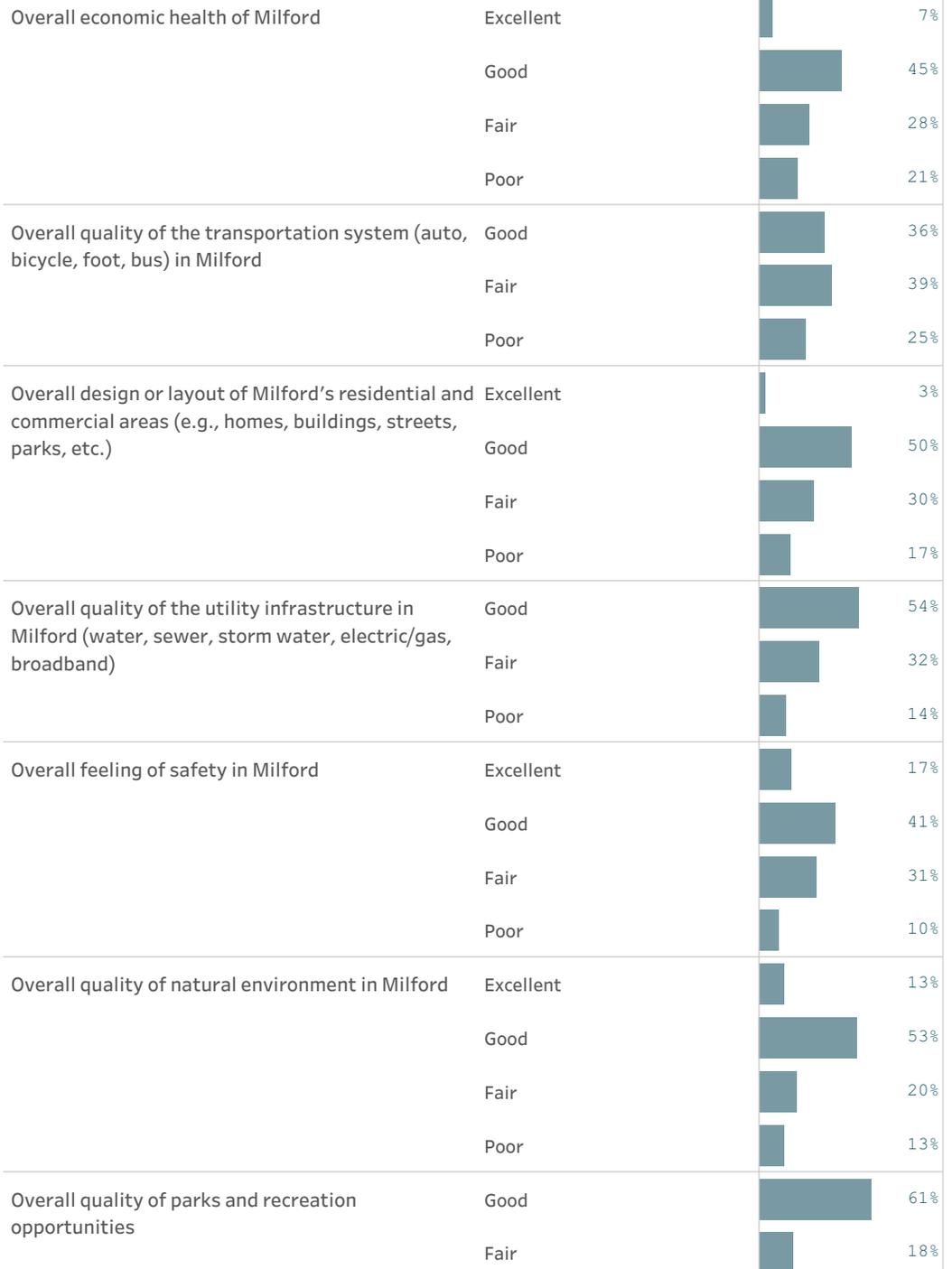
This dashboard contains a complete set of responses to each question on the open participation survey. By default, "don't know" responses are excluded, but may be added to the table using the response filter to the right. When a table for a question that only permitted a single response does not total to exactly 100%, it is due to the common practice of percentages being rounded to the nearest whole number.



Please rate each of the following aspects of quality of life in Milford.



Please rate each of the following characteristics as they relate to Milford as a whole.

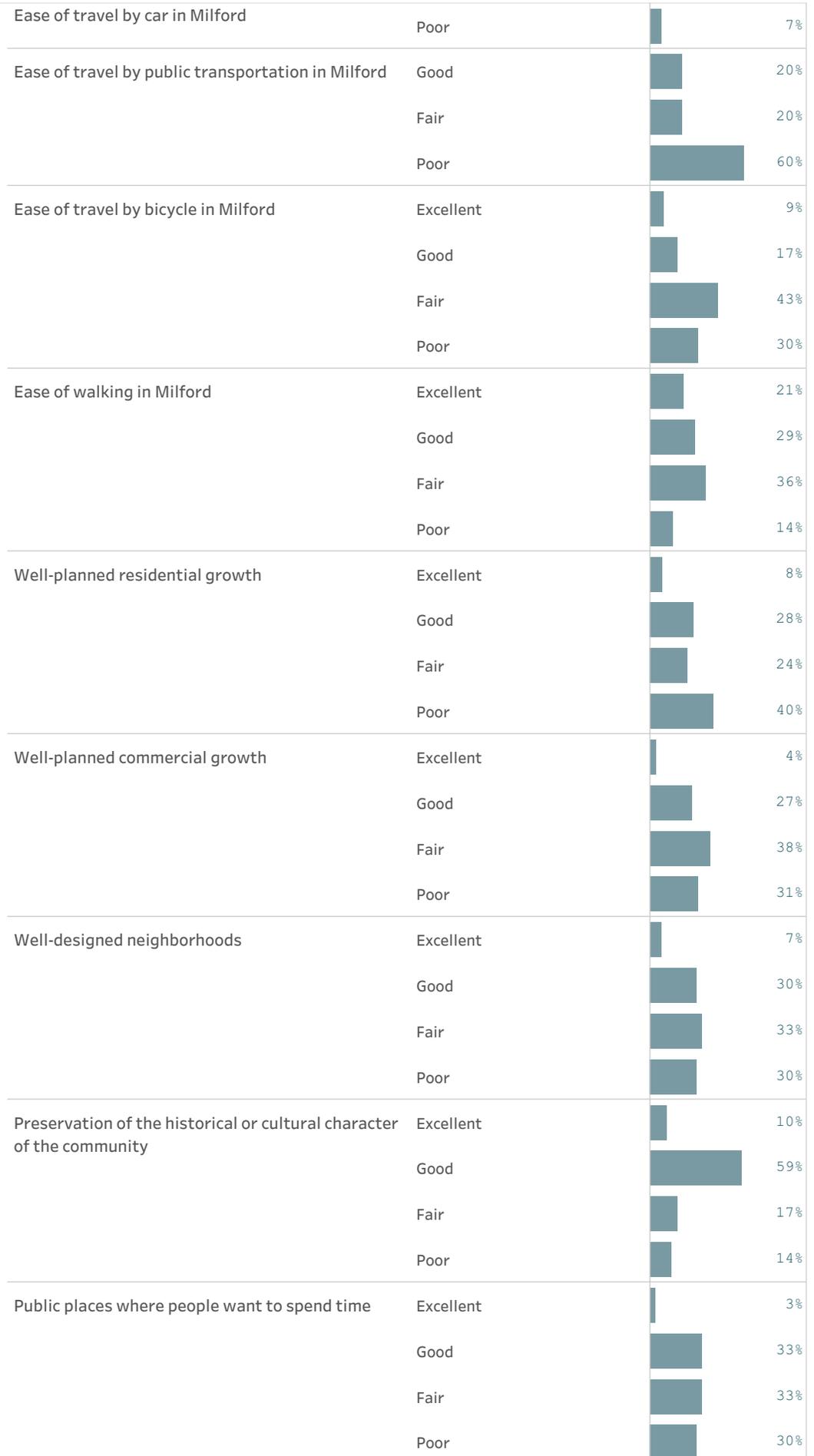


| | | | | |
|--|--|-------------------------------------|---|---|
| Please rate each of the following characteristics as they relate to Milford as a whole. | Overall quality of parks and recreation opportunities | Poor |  | 21% |
| | Overall health and wellness opportunities in Milford | Excellent |  | 4% |
| | | Good |  | 52% |
| | | Fair |  | 33% |
| | | Poor |  | 11% |
| | Overall opportunities for education, culture, and the arts | Excellent |  | 3% |
| | | Good |  | 34% |
| | | Fair |  | 41% |
| | | Poor |  | 21% |
| | Residents' connection and engagement with their community | Excellent |  | 7% |
| | | Good |  | 32% |
| | | Fair |  | 43% |
| | | Poor |  | 18% |
| Please indicate how likely or unlikely you are to do each of the following. | Recommend living in Milford to someone who asks | Very likely |  | 40% |
| | | Somewhat likely |  | 37% |
| | | Very unlikely |  | 23% |
| | Remain in Milford for the next five years | Very likely |  | 71% |
| | | Somewhat likely |  | 14% |
| | | Somewhat unlikely |  | 7% |
| | | Very unlikely |  | 7% |
| | Please rate how safe or unsafe you feel: | In your neighborhood during the day | Very safe |  |
| Somewhat safe | | |  | 33% |
| Neither safe nor unsafe | | |  | 10% |
| Very unsafe | | |  | 3% |
| In Milford's downtown/commercial area during the day | | Very safe |  | 47% |
| | | Somewhat safe |  | 40% |
| | | Neither safe nor unsafe |  | 10% |
| | | Very unsafe |  | 3% |
| From property crime | | Very safe |  | 10% |
| | | Somewhat safe |  | 53% |
| | | Neither safe nor unsafe |  | 13% |
| | | Somewhat unsafe |  | 20% |

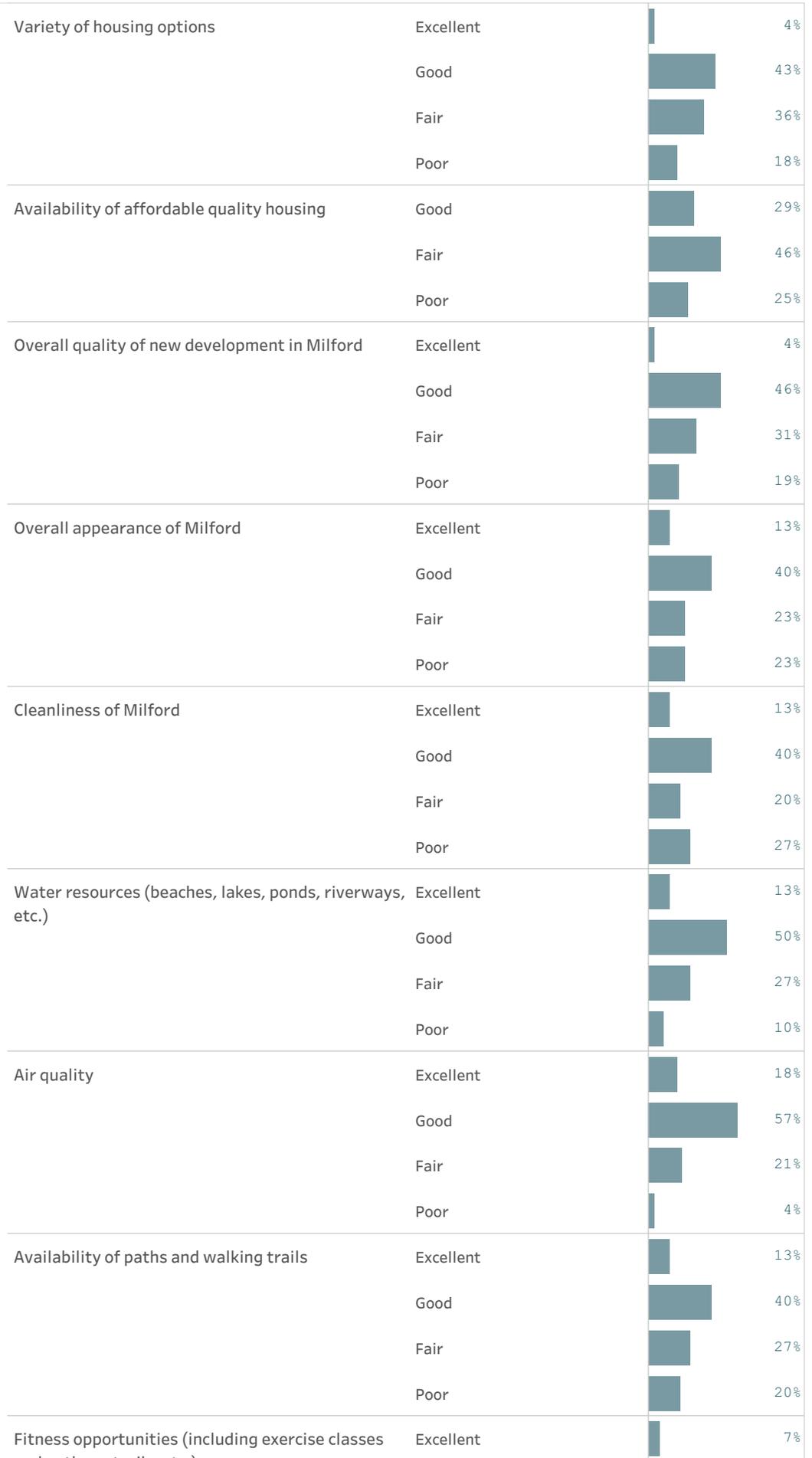
| | | | | |
|--|---|---|---|-----|
| Please rate how safe or unsafe you feel: | From property crime | Very unsafe |  | 3% |
| | From violent crime | Very safe |  | 23% |
| | | Somewhat safe |  | 50% |
| | | Neither safe nor unsafe |  | 13% |
| | | Somewhat unsafe |  | 10% |
| | | Very unsafe |  | 3% |
| From fire, flood, or other natural disaster | Very safe |  | 32% | |
| | Somewhat safe |  | 43% | |
| | Neither safe nor unsafe |  | 7% | |
| | Somewhat unsafe |  | 11% | |
| | Very unsafe |  | 7% | |
| Please rate the job you feel the Milford community does at each of the following. | Making all residents feel welcome | Excellent |  | 10% |
| | | Good |  | 53% |
| | | Fair |  | 20% |
| | | Poor |  | 17% |
| | Attracting people from diverse backgrounds | Excellent |  | 10% |
| | | Good |  | 45% |
| | | Fair |  | 28% |
| | | Poor |  | 17% |
| | Valuing/respecting residents from diverse backgrounds | Excellent |  | 15% |
| | | Good |  | 38% |
| | | Fair |  | 31% |
| | | Poor |  | 15% |
| | Taking care of vulnerable residents (elderly, disabled, homeless, etc.) | Excellent |  | 9% |
| | | Good |  | 41% |
| | | Fair |  | 36% |
| | | Poor |  | 14% |
| Please rate each of the following in the Milford community. | Overall quality of business and service establishments in Milford | Excellent |  | 3% |
| | | Good |  | 60% |
| | | Fair |  | 23% |
| | | Poor |  | 13% |
| | Variety of business and service establishments in Milford | Good |  | 23% |

| | | | | |
|---|---|---|---|-----|
| Please rate each of the following in the Milford community. | Variety of business and service establishments in Milford | Fair |  | 43% |
| | | Poor |  | 33% |
| | Vibrancy of downtown/commercial area | Excellent |  | 3% |
| | | Good |  | 23% |
| | | Fair |  | 43% |
| | | Poor |  | 30% |
| | Employment opportunities | Excellent |  | 5% |
| | | Good |  | 24% |
| Fair | |  | 33% | |
| Poor | |  | 38% | |
| Shopping opportunities | Good |  | 14% | |
| | Fair |  | 45% | |
| | Poor |  | 41% | |
| Cost of living in Milford | Excellent |  | 3% | |
| | Good |  | 63% | |
| | Fair |  | 23% | |
| | Poor |  | 10% | |
| Overall image or reputation of Milford | Excellent |  | 10% | |
| | Good |  | 47% | |
| | Fair |  | 23% | |
| | Poor |  | 20% | |
| Please also rate each of the following in the Milford community. | Traffic flow on major streets | Excellent |  | 13% |
| | | Good |  | 47% |
| | | Fair |  | 20% |
| | | Poor |  | 20% |
| | Ease of public parking | Excellent |  | 18% |
| | | Good |  | 43% |
| | | Fair |  | 18% |
| | | Poor |  | 21% |
| Ease of travel by car in Milford | Excellent |  | 17% | |
| | Good |  | 66% | |
| | Fair |  | 10% | |

Please also rate each of the following in the Milford community.



Please also rate each of the following in the Milford community.

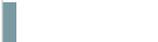


Please also rate each of the following in the Milford community.

| | | | |
|--|-----------|---|-----|
| Fitness opportunities (including exercise classes and paths or trails, etc.) | Good |  | 46% |
| | Fair |  | 25% |
| | Poor |  | 21% |
| Recreational opportunities | Excellent |  | 4% |
| | Good |  | 46% |
| | Fair |  | 21% |
| | Poor |  | 29% |
| Availability of affordable quality food | Excellent |  | 10% |
| | Good |  | 30% |
| | Fair |  | 40% |
| | Poor |  | 20% |
| Availability of affordable quality health care | Excellent |  | 15% |
| | Good |  | 37% |
| | Fair |  | 33% |
| | Poor |  | 15% |
| Availability of preventive health services | Excellent |  | 12% |
| | Good |  | 40% |
| | Fair |  | 32% |
| | Poor |  | 16% |
| Availability of affordable quality mental health care | Excellent |  | 6% |
| | Good |  | 18% |
| | Fair |  | 53% |
| | Poor |  | 24% |
| Opportunities to attend cultural/arts/music activities | Excellent |  | 13% |
| | Good |  | 37% |
| | Fair |  | 33% |
| | Poor |  | 17% |
| Community support for the arts | Excellent |  | 13% |
| | Good |  | 40% |
| | Fair |  | 27% |
| | Poor |  | 20% |
| Availability of affordable quality child care (weekdays) | Good |  | 36% |

Please also rate each of the following in the Milford community.

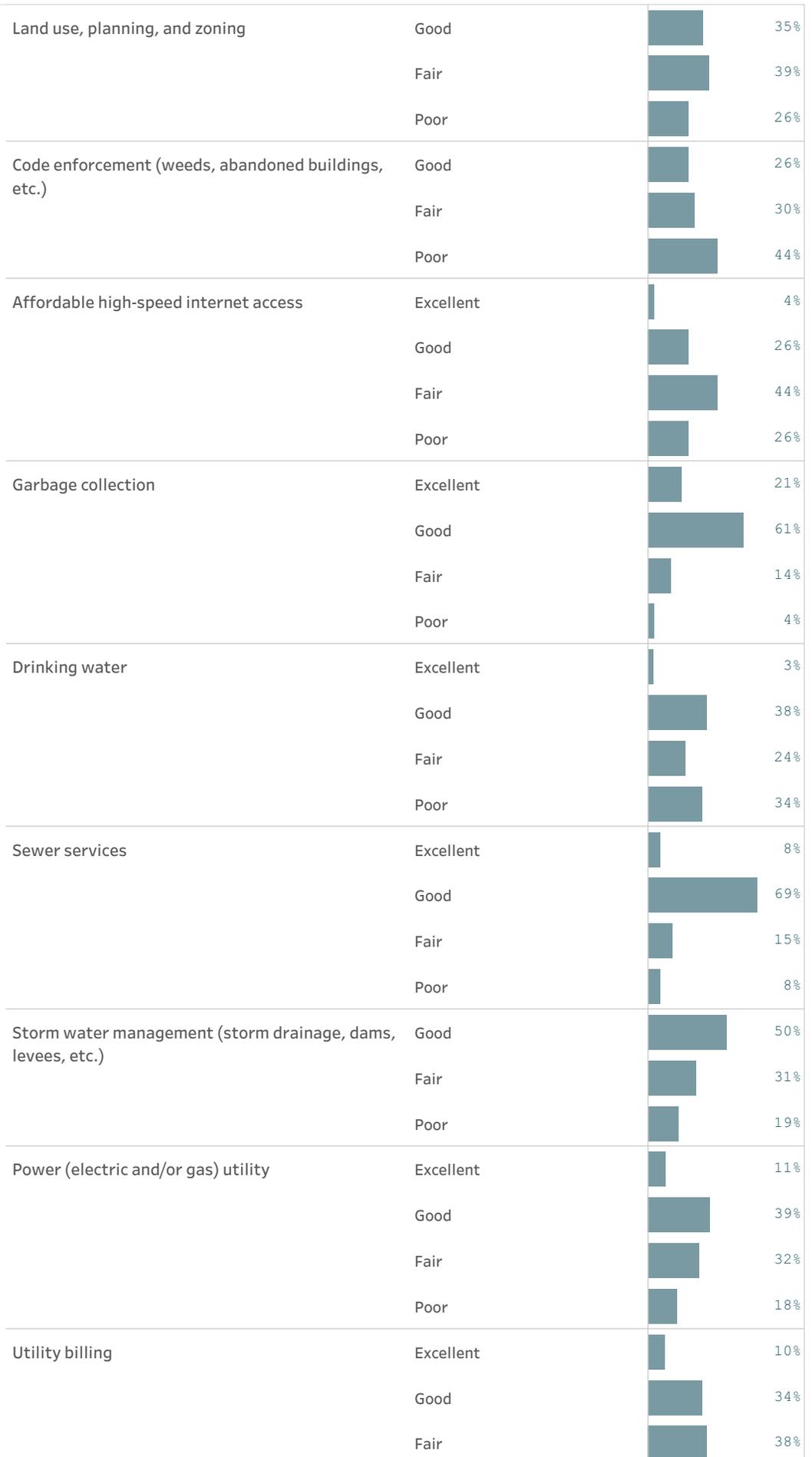
| | | | |
|--|-----------|--|-----|
| Availability of affordable quality childcare/preschool | Fair | | 36% |
| | Poor | | 27% |
| K-12 education | Excellent | | 7% |
| | Good | | 47% |
| | Fair | | 33% |
| | Poor | | 13% |
| Adult educational opportunities | Excellent | | 5% |
| | Good | | 16% |
| | Fair | | 53% |
| | Poor | | 26% |
| Sense of civic/community pride | Excellent | | 14% |
| | Good | | 46% |
| | Fair | | 14% |
| | Poor | | 25% |
| Neighborliness of residents in Milford | Excellent | | 13% |
| | Good | | 40% |
| | Fair | | 33% |
| | Poor | | 13% |
| Opportunities to participate in social events and activities | Excellent | | 10% |
| | Good | | 41% |
| | Fair | | 28% |
| | Poor | | 21% |
| Opportunities to attend special events and festivals | Excellent | | 13% |
| | Good | | 47% |
| | Fair | | 30% |
| | Poor | | 10% |
| Opportunities to volunteer | Excellent | | 20% |
| | Good | | 60% |
| | Fair | | 12% |
| | Poor | | 8% |
| Opportunities to participate in community matters | Excellent | | 11% |
| | Good | | 48% |

| | | | | |
|--|---|---|---|-----|
| Please also rate each of the following in the Milford community. | Opportunities to participate in community matters | Fair |  | 22% |
| | | Poor |  | 19% |
| | Openness and acceptance of the community toward people of diverse backgrounds | Excellent |  | 7% |
| | | Good |  | 48% |
| | | Fair |  | 21% |
| Poor | |  | 24% | |
| Please indicate whether or not you have done each of the following in the last 12 months. | Contacted the City of Milford (in-person, phone, email, or web) for help or information | No |  | 17% |
| | | Yes |  | 83% |
| | Contacted Milford elected officials (in-person, phone, email, or web) to express your opinion | No |  | 47% |
| | | Yes |  | 53% |
| | Attended a local public meeting (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood w.. | No |  | 63% |
| | | Yes |  | 37% |
| | Watched (online or on television) a local public meeting | No |  | 63% |
| | | Yes |  | 37% |
| | Volunteered your time to some group/activity in Milford | No |  | 57% |
| | | Yes |  | 43% |
| | Campaigned or advocated for a local issue, cause, or candidate | No |  | 60% |
| | | Yes |  | 40% |
| | Voted in your most recent local election | No |  | 23% |
| | | Yes |  | 77% |
| | Used bus, rail, subway, or other public transportation instead of driving | No |  | 93% |
| | | Yes |  | 7% |
| | Carpooled with other adults or children instead of driving alone | No |  | 77% |
| | | Yes |  | 23% |
| | Walked or biked instead of driving | No |  | 47% |
| | | Yes |  | 53% |
| Please rate the quality of each of the following services in Milford. | Public information services | Excellent |  | 14% |
| | | Good |  | 43% |
| | | Fair |  | 32% |
| | | Poor |  | 11% |
| | Economic development | Excellent |  | 4% |
| Good | |  | 43% | |

Please rate the quality of each of the following services in Milford.

| | | | |
|-------------------------|-----------|--|-----|
| Economic development | Fair | | 29% |
| | Poor | | 25% |
| Traffic enforcement | Excellent | | 10% |
| | Good | | 40% |
| | Fair | | 17% |
| | Poor | | 33% |
| Traffic signal timing | Excellent | | 3% |
| | Good | | 28% |
| | Fair | | 48% |
| | Poor | | 21% |
| Street repair | Good | | 20% |
| | Fair | | 37% |
| | Poor | | 43% |
| Street cleaning | Excellent | | 14% |
| | Good | | 38% |
| | Fair | | 31% |
| | Poor | | 17% |
| Street lighting | Excellent | | 3% |
| | Good | | 43% |
| | Fair | | 23% |
| | Poor | | 30% |
| Snow removal | Excellent | | 20% |
| | Good | | 53% |
| | Fair | | 20% |
| | Poor | | 7% |
| Sidewalk maintenance | Excellent | | 3% |
| | Good | | 48% |
| | Fair | | 17% |
| | Poor | | 31% |
| Bus or transit services | Good | | 38% |
| | Fair | | 23% |
| | Poor | | 38% |

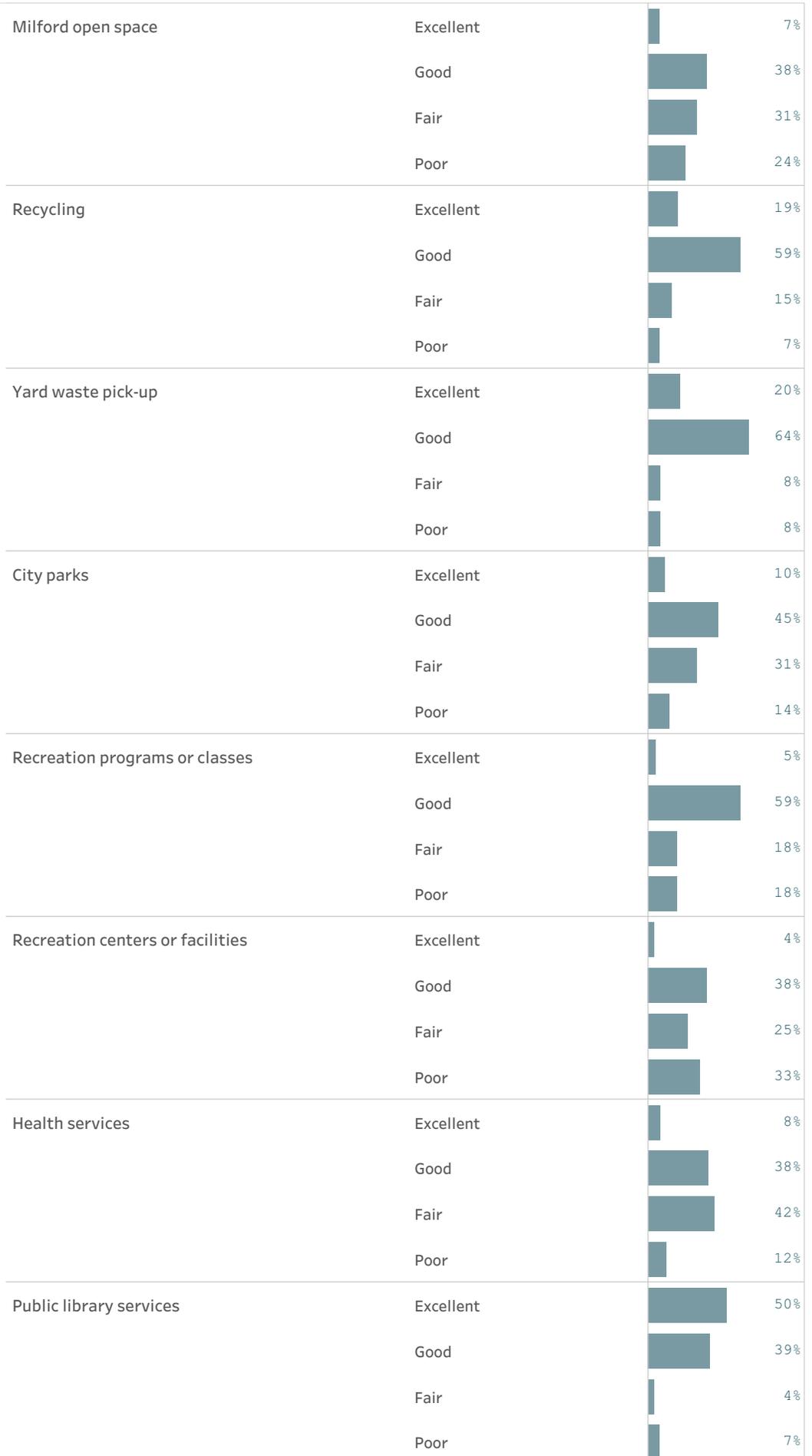
Please rate the quality of each of the following services in Milford.



Please rate the quality of each of the following services in Milford.

| | | | |
|--|-----------|--|-----|
| Utility billing | Poor | | 17% |
| Police/Sheriff services | Excellent | | 31% |
| | Good | | 50% |
| | Fair | | 12% |
| | Poor | | 8% |
| Crime prevention | Excellent | | 11% |
| | Good | | 54% |
| | Fair | | 25% |
| | Poor | | 11% |
| Animal control | Good | | 58% |
| | Fair | | 21% |
| | Poor | | 21% |
| Ambulance or emergency medical services | Excellent | | 33% |
| | Good | | 54% |
| | Fair | | 8% |
| | Poor | | 4% |
| Fire services | Excellent | | 33% |
| | Good | | 58% |
| | Fair | | 4% |
| | Poor | | 4% |
| Fire prevention and education | Excellent | | 12% |
| | Good | | 59% |
| | Fair | | 24% |
| | Poor | | 6% |
| Emergency preparedness (services that prepare the community for natural disasters or other emergency situations) | Excellent | | 15% |
| | Good | | 40% |
| | Fair | | 35% |
| | Poor | | 10% |
| Preservation of natural areas (open space, farmlands, and greenbelts) | Excellent | | 4% |
| | Good | | 41% |
| | Fair | | 26% |
| | Poor | | 30% |

Please rate the quality of each of the following services in Milford.



| | | | | |
|--|---|-----------|---|-----|
| Please rate the quality of each of the following services in Milford. | Overall customer service by Milford employees (police, receptionists, planners, etc.) | Excellent |  | 21% |
| | | Good |  | 69% |
| | | Fair |  | 7% |
| | | Poor |  | 3% |
| Please rate the following categories of Milford government performance. | The value of services for the taxes paid to Milford | Excellent |  | 11% |
| | | Good |  | 46% |
| | | Fair |  | 36% |
| | | Poor |  | 7% |
| | The overall direction that Milford is taking | Excellent |  | 3% |
| | | Good |  | 43% |
| | | Fair |  | 33% |
| | | Poor |  | 20% |
| | The job Milford government does at welcoming resident involvement | Excellent |  | 15% |
| | | Good |  | 27% |
| | | Fair |  | 31% |
| | | Poor |  | 27% |
| | Overall confidence in Milford government | Excellent |  | 7% |
| | | Good |  | 41% |
| | | Fair |  | 28% |
| | | Poor |  | 24% |
| | Generally acting in the best interest of the community | Excellent |  | 10% |
| | | Good |  | 41% |
| | | Fair |  | 24% |
| | | Poor |  | 24% |
| | Being honest | Excellent |  | 13% |
| | | Good |  | 46% |
| | | Fair |  | 21% |
| | | Poor |  | 21% |
| | Being open and transparent to the public | Excellent |  | 10% |
| | | Good |  | 48% |
| | | Fair |  | 21% |
| | | Poor |  | 21% |

| | | | | |
|---|---|--------------------|---|-----|
| Please rate the following categories of Milford government performance. | Informing residents about issues facing the community | Excellent |  | 18% |
| | | Good |  | 29% |
| | | Fair |  | 32% |
| | | Poor |  | 21% |
| | Treating all residents fairly | Excellent |  | 16% |
| | | Good |  | 36% |
| | | Fair |  | 28% |
| | | Poor |  | 20% |
| | Treating residents with respect | Excellent |  | 15% |
| | | Good |  | 46% |
| | | Fair |  | 23% |
| | | Poor |  | 15% |
| Overall, how would you rate the quality of the services provided by each of the following? | The City of Milford | Excellent |  | 10% |
| | | Good |  | 59% |
| | | Fair |  | 21% |
| | | Poor |  | 10% |
| | The Federal Government | Excellent |  | 7% |
| | | Good |  | 39% |
| | | Fair |  | 39% |
| | | Poor |  | 14% |
| Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years. | Overall economic health of Milford | Essential |  | 66% |
| | | Very important |  | 34% |
| | Overall quality of the transportation system (auto, bicycle, foot, bus) in Milford | Essential |  | 43% |
| | | Very important |  | 33% |
| | | Somewhat important |  | 23% |
| | Overall design or layout of Milford's residential and commercial areas (e.g., homes, buildings, streets, parks, etc.) | Essential |  | 47% |
| | | Very important |  | 27% |
| | | Somewhat important |  | 27% |
| | Overall quality of the utility infrastructure in Milford (water, sewer, storm water, electric/gas, broadband) | Essential |  | 64% |
| | | Very important |  | 32% |
| | | Somewhat important |  | 4% |
| | Overall feeling of safety in Milford | Essential |  | 73% |

| | | | | |
|--|---|----------------------|-----|-----|
| Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years. | Overall feeling of safety in Milford | Very important | | 23% |
| | | Somewhat important | | 3% |
| | Overall quality of natural environment in Milford | Essential | | 50% |
| | | Very important | | 37% |
| | | Somewhat important | | 13% |
| | Overall quality of parks and recreation opportunities | Essential | | 40% |
| | | Very important | | 57% |
| | | Somewhat important | | 3% |
| | Overall health and wellness opportunities in Milford | Essential | | 43% |
| | | Very important | | 40% |
| Somewhat important | | | 13% | |
| Not at all important | | | 3% | |
| Overall opportunities for education, culture, and the arts | Essential | | 33% | |
| | Very important | | 43% | |
| | Somewhat important | | 23% | |
| Residents' connection and engagement with their community | Essential | | 27% | |
| | Very important | | 43% | |
| | Somewhat important | | 30% | |
| Please rate how important, if at all, you think it is for Milford to expand the following outdoor tourism opportunities to attract more tourists and residents. | Overall quality of parks and recreation opportunities | Eseential | | 37% |
| | | Very important | | 50% |
| | | Somewhat important | | 13% |
| | Additional recreation access points along the Mispillion River (for kayaking and fishing, etc.) | Eseential | | 33% |
| | | Very important | | 33% |
| | | Somewhat important | | 27% |
| | | Not at all important | | 7% |
| | More outdoor public events and festivals | Eseential | | 40% |
| | | Very important | | 27% |
| | | Somewhat important | | 27% |
| Not at all important | | | 7% | |
| Organized tours (bike tours, birding, and natural heritage bus tours) | Eseential | | 17% | |
| | Very important | | 33% | |
| | Somewhat important | | 37% | |

| | | | | |
|--|---|----------------------|-----|-----|
| Please rate how important, if at all, you think it is for Milford to expand the following outdoor tourism opportunities to attract more tourists and residents. | Organized tours (bike tours, birding, and natural heritage bus tours) | Not at all important | | 13% |
| | Shuttles to Slaughter Beach | Eseential | | 3% |
| | | Very important | | 17% |
| | | Somewhat important | | 43% |
| | | Not at all important | | 37% |
| Additional bike lanes | Eseential | | 21% | |
| | Very important | | 31% | |
| | Somewhat important | | 38% | |
| | Not at all important | | 10% | |
| How do you feel about the amount of public art in Milford: Is there too much, the right amount, or would you like to see more? | Too much | | 4% | |
| | The right amount | | 42% | |
| | Would like more | | 54% | |
| Please rate how important, if at all, you think it is to add or expand the following city recreation opportunities in Milford. | Parks and playgrounds | Essential | | 40% |
| | | Very important | | 40% |
| | | Somewhat important | | 20% |
| | Bike trails and padestrian paths | Essential | | 37% |
| | | Very important | | 37% |
| | | Somewhat important | | 23% |
| | | Not at all important | | 3% |
| | Hardcourt sports (basketball, tennis, pickleball, etc.) | Essential | | 28% |
| | | Very important | | 24% |
| | | Somewhat important | | 41% |
| Not at all important | | | 7% | |
| Turf/softcourt sports (soccer, baseball, softball, beach vollyball, etc.) | Essential | | 17% | |
| | Very important | | 27% | |
| | Somewhat important | | 50% | |
| | Not at all important | | 7% | |
| Swimming pool/splash pad | Essential | | 23% | |
| | Very important | | 40% | |
| | Somewhat important | | 30% | |
| | Not at all important | | 7% | |
| Indoor recreation center with sports, fitness, and youth programming | Essential | | 34% | |

| | | | | |
|---|---|----------------------|-----|-----|
| Please rate how important, if at all, you think it is to add or expand the following city recreation opportunities in Milford. | Indoor recreation center with sports, fitness, and youth programming | Very important | | 45% |
| | | Somewhat important | | 17% |
| | | Not at all important | | 3% |
| | Skate park | Essential | | 17% |
| | | Very important | | 31% |
| | | Somewhat important | | 31% |
| | | Not at all important | | 21% |
| | Amphitheater | Essential | | 27% |
| | | Very important | | 27% |
| | | Somewhat important | | 33% |
| | | Not at all important | | 13% |
| | The City is considering creating a historic preservation ordinance. The historic preservation ordinance would create a review board to assess applications for building demolitions, alterations, and new construction within the City's historic dis.. | Strongly support | | 67% |
| Somewhat support | | | 27% | |
| Strongly oppose | | | 7% | |
| In general, how many times do you: | Access the internet from your home using a computer, laptop, or tablet computer | Several times a day | | 80% |
| | | Once a day | | 10% |
| | | A few times a week | | 3% |
| | | Every few weeks | | 3% |
| | | Less often or never | | 3% |
| | Access the internet from your cell phone | Several times a day | | 87% |
| | | Once a day | | 7% |
| | | A few times a week | | 3% |
| | | Less often or never | | 3% |
| | Visit social media sites such as Facebook, Twitter, Nextdoor, etc. | Several times a day | | 50% |
| | | Once a day | | 20% |
| | | A few times a week | | 7% |
| | | Every few weeks | | 7% |
| | | Less often or never | | 17% |
| | Use or check email | Several times a day | | 83% |
| Once a day | | | 13% | |
| Every few weeks | | | 3% | |
| Share your opinions online | Several times a day | | 10% | |

| | | | | |
|--|--|---|---|-----|
| In general, how many times do you: | Share your opinions online | Once a day |  | 10% |
| | | A few times a week |  | 17% |
| | | Every few weeks |  | 17% |
| | | Less often or never |  | 47% |
| Shop online | Several times a day |  | 7% | |
| | Once a day |  | 10% | |
| | A few times a week |  | 33% | |
| | Every few weeks |  | 37% | |
| | Less often or never |  | 13% | |
| Please rate your overall health. | Excellent |  | 30% | |
| | Very good |  | 37% | |
| | Good |  | 27% | |
| | Fair |  | 7% | |
| What impact, if any, do you think the economy will have on your family income in the next 6 months? Do you think the impact will be: | Somewhat positive |  | 10% | |
| | Neutral |  | 40% | |
| | Somewhat negative |  | 33% | |
| | Very negative |  | 17% | |
| How many years have you lived in Milford? | Less than 2 years |  | 13% | |
| | 2-5 years |  | 13% | |
| | 6-10 years |  | 30% | |
| | 11-20 years |  | 13% | |
| | More than 20 years |  | 30% | |
| Which best describes the building you live in? | One family house detached from any other houses |  | 80% | |
| | Building with two or more homes (duplex, townhome, apa.. |  | 13% | |
| | Other |  | 7% | |
| Do you rent or own your home? | Rent |  | 3% | |
| | Own |  | 97% | |
| About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance, and homeowners' association (HOA) fees)? | Less than \$500 |  | 7% | |
| | \$500 to \$999 |  | 27% | |
| | \$1,000 to \$1,499 |  | 37% | |
| | \$1,500 to \$1,999 |  | 13% | |
| | \$2,500 to \$2,999 |  | 7% | |

| | | |
|--|---|------|
| About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance, and homeowners' association (HOA) fees)? | \$3,000 to \$3,499 | 7% |
| | \$3,500 or more | 3% |
| Do any children 17 or under live in your household? | No | 86% |
| | Yes | 14% |
| Are you or any other members of your household aged 65 or older? | No | 50% |
| | Yes | 50% |
| How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.) | \$25,000 to \$49,999 | 25% |
| | \$50,000 to \$74,999 | 36% |
| | \$75,000 to \$99,999 | 11% |
| | \$100,000 to \$149,999 | 21% |
| | \$150,000 or more | 7% |
| Are you Spanish, Hispanic, or Latino? | No, not Spanish, Hispanic, or Latino | 100% |
| What is your race? (Mark one or more races to indicate what race you consider yourself to be.) | Black or African American | 11% |
| | White | 85% |
| | Other | 4% |
| In which category is your age? | 25-34 years | 3% |
| | 35-44 years | 10% |
| | 45-54 years | 10% |
| | 55-64 years | 40% |
| | 65-74 years | 33% |
| | 75 years or older | 3% |
| What is your gender? | Female | 80% |
| | Male | 20% |
| How did you hear about this survey? (Select all that apply.) | The City's website | 3% |
| | The City's social media (Facebook, Twitter, Instagram,... | 3% |
| | Received an email from the City | 23% |
| | In a City newsletter or utility bill | 7% |
| | Received a postcard or letter from the City | 3% |
| | Nextdoor | 13% |
| | In my Facebook feed | 23% |
| | Saw it on a video of a public meeting or at a meeting I atten.. | 3% |
| | Heard about it from a family member, friend or neighborhood | 7% |

How did you hear about this survey? (Select all that apply.)

Polco's weekly email

3%

Other

23%

Please complete this survey if you are the adult (age 18 or older) in the household who most recently had a birthday (the year of birth does not matter). Your responses are confidential and no identifying information will be shared.

1. Please rate each of the following aspects of quality of life in Milford.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|--|------------------|-------------|-------------|-------------|-------------------|
| Milford as a place to live | 1 | 2 | 3 | 4 | 5 |
| Your neighborhood as a place to live | 1 | 2 | 3 | 4 | 5 |
| Milford as a place to raise children | 1 | 2 | 3 | 4 | 5 |
| Milford as a place to work..... | 1 | 2 | 3 | 4 | 5 |
| Milford as a place to visit..... | 1 | 2 | 3 | 4 | 5 |
| Milford as a place to retire..... | 1 | 2 | 3 | 4 | 5 |
| The overall quality of life in Milford | 1 | 2 | 3 | 4 | 5 |
| Sense of community..... | 1 | 2 | 3 | 4 | 5 |

2. Please rate each of the following characteristics as they relate to Milford as a whole.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|---|------------------|-------------|-------------|-------------|-------------------|
| Overall economic health of Milford..... | 1 | 2 | 3 | 4 | 5 |
| Overall quality of the transportation system (auto, bicycle, foot, bus) in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Overall design or layout of Milford's residential and commercial areas (e.g., homes, buildings, streets, parks, etc.) | 1 | 2 | 3 | 4 | 5 |
| Overall quality of the utility infrastructure in Milford (water, sewer, storm water, electric, gas) | 1 | 2 | 3 | 4 | 5 |
| Overall feeling of safety in Milford | 1 | 2 | 3 | 4 | 5 |
| Overall quality of natural environment in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Overall quality of parks and recreation opportunities..... | 1 | 2 | 3 | 4 | 5 |
| Overall health and wellness opportunities in Milford | 1 | 2 | 3 | 4 | 5 |
| Overall opportunities for education, culture, and the arts..... | 1 | 2 | 3 | 4 | 5 |
| Residents' connection and engagement with their community | 1 | 2 | 3 | 4 | 5 |

3. Please indicate how likely or unlikely you are to do each of the following.

| | <u>Very likely</u> | <u>Somewhat likely</u> | <u>Somewhat unlikely</u> | <u>Very unlikely</u> | <u>Don't know</u> |
|--|--------------------|------------------------|--------------------------|----------------------|-------------------|
| Recommend living in Milford to someone who asks..... | 1 | 2 | 3 | 4 | 5 |
| Remain in Milford for the next five years..... | 1 | 2 | 3 | 4 | 5 |

4. Please rate how safe or unsafe you feel:

| | <u>Very safe</u> | <u>Somewhat safe</u> | <u>Neither safe nor unsafe</u> | <u>Somewhat unsafe</u> | <u>Very unsafe</u> | <u>Don't know</u> |
|--|------------------|----------------------|--------------------------------|------------------------|--------------------|-------------------|
| In your neighborhood during the day..... | 1 | 2 | 3 | 4 | 5 | 6 |
| In Milford's downtown/commercial area during the day | 1 | 2 | 3 | 4 | 5 | 6 |
| From property crime..... | 1 | 2 | 3 | 4 | 5 | 6 |
| From violent crime..... | 1 | 2 | 3 | 4 | 5 | 6 |
| From fire, flood, or other natural disaster | 1 | 2 | 3 | 4 | 5 | 6 |

5. Please rate the job you feel the Milford community does at each of the following.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|--|------------------|-------------|-------------|-------------|-------------------|
| Making all residents feel welcome | 1 | 2 | 3 | 4 | 5 |
| Attracting people from diverse backgrounds..... | 1 | 2 | 3 | 4 | 5 |
| Valuing/respecting residents from diverse backgrounds..... | 1 | 2 | 3 | 4 | 5 |
| Taking care of vulnerable residents (elderly, disabled, homeless, etc.)..... | 1 | 2 | 3 | 4 | 5 |

6. Please rate each of the following in the Milford community.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|--|------------------|-------------|-------------|-------------|-------------------|
| Overall quality of business and service establishments in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Variety of business and service establishments in Milford | 1 | 2 | 3 | 4 | 5 |
| Vibrancy of downtown/commercial area | 1 | 2 | 3 | 4 | 5 |
| Employment opportunities | 1 | 2 | 3 | 4 | 5 |
| Shopping opportunities | 1 | 2 | 3 | 4 | 5 |
| Cost of living in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Overall image or reputation of Milford..... | 1 | 2 | 3 | 4 | 5 |

7. Please also rate each of the following in the Milford community.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|---|------------------|-------------|-------------|-------------|-------------------|
| Traffic flow on major streets..... | 1 | 2 | 3 | 4 | 5 |
| Ease of public parking..... | 1 | 2 | 3 | 4 | 5 |
| Ease of travel by car in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Ease of travel by public transportation in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Ease of travel by bicycle in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Ease of walking in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Well-planned residential growth..... | 1 | 2 | 3 | 4 | 5 |
| Well-planned commercial growth..... | 1 | 2 | 3 | 4 | 5 |
| Well-designed neighborhoods..... | 1 | 2 | 3 | 4 | 5 |
| Preservation of the historical or cultural character of the community..... | 1 | 2 | 3 | 4 | 5 |
| Public places where people want to spend time..... | 1 | 2 | 3 | 4 | 5 |
| Variety of housing options..... | 1 | 2 | 3 | 4 | 5 |
| Availability of affordable quality housing..... | 1 | 2 | 3 | 4 | 5 |
| Overall quality of new development in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Overall appearance of Milford..... | 1 | 2 | 3 | 4 | 5 |
| Cleanliness of Milford..... | 1 | 2 | 3 | 4 | 5 |
| Water resources (beaches, lakes, ponds, riverways, etc.)..... | 1 | 2 | 3 | 4 | 5 |
| Air quality..... | 1 | 2 | 3 | 4 | 5 |
| Availability of paths and walking trails..... | 1 | 2 | 3 | 4 | 5 |
| Fitness opportunities (including exercise classes and paths or trails, etc.)... | 1 | 2 | 3 | 4 | 5 |
| Recreational opportunities..... | 1 | 2 | 3 | 4 | 5 |
| Availability of affordable quality food..... | 1 | 2 | 3 | 4 | 5 |
| Availability of affordable quality health care..... | 1 | 2 | 3 | 4 | 5 |
| Availability of preventive health services..... | 1 | 2 | 3 | 4 | 5 |
| Availability of affordable quality mental health care..... | 1 | 2 | 3 | 4 | 5 |
| Opportunities to attend cultural/arts/music activities..... | 1 | 2 | 3 | 4 | 5 |
| Community support for the arts..... | 1 | 2 | 3 | 4 | 5 |
| Availability of affordable quality childcare/preschool..... | 1 | 2 | 3 | 4 | 5 |
| K-12 education..... | 1 | 2 | 3 | 4 | 5 |
| Adult educational opportunities..... | 1 | 2 | 3 | 4 | 5 |
| Sense of civic/community pride..... | 1 | 2 | 3 | 4 | 5 |
| Neighborliness of residents in Milford..... | 1 | 2 | 3 | 4 | 5 |
| Opportunities to participate in social events and activities..... | 1 | 2 | 3 | 4 | 5 |
| Opportunities to attend special events and festivals..... | 1 | 2 | 3 | 4 | 5 |
| Opportunities to volunteer..... | 1 | 2 | 3 | 4 | 5 |
| Opportunities to participate in community matters..... | 1 | 2 | 3 | 4 | 5 |
| Openness and acceptance of the community toward people of diverse backgrounds..... | 1 | 2 | 3 | 4 | 5 |

8. Please indicate whether or not you have done each of the following in the last 12 months.

| | <u>No</u> | <u>Yes</u> |
|--|-----------|------------|
| Contacted the City of Milford (in-person, phone, email, or web) for help or information..... | 1 | 2 |
| Contacted Milford elected officials (in-person, phone, email, or web) to express your opinion..... | 1 | 2 |
| Attended a local public meeting (of local elected officials like City Council or County Commissioners, advisory boards, town halls, HOA, neighborhood watch, etc.)..... | 1 | 2 |
| Watched (online or on television) a local public meeting..... | 1 | 2 |
| Volunteered your time to some group/activity in Milford..... | 1 | 2 |
| Campaigned or advocated for a local issue, cause, or candidate..... | 1 | 2 |
| Voted in your most recent local election..... | 1 | 2 |
| Used bus, rail, subway, or other public transportation instead of driving..... | 1 | 2 |
| Carpooled with other adults or children instead of driving alone..... | 1 | 2 |
| Walked or biked instead of driving..... | 1 | 2 |

9. Please rate the quality of each of the following services in Milford.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|---|------------------|-------------|-------------|-------------|-------------------|
| Public information services..... | 1 | 2 | 3 | 4 | 5 |
| Economic development..... | 1 | 2 | 3 | 4 | 5 |
| Traffic enforcement..... | 1 | 2 | 3 | 4 | 5 |
| Traffic signal timing..... | 1 | 2 | 3 | 4 | 5 |
| Street repair..... | 1 | 2 | 3 | 4 | 5 |
| Street cleaning..... | 1 | 2 | 3 | 4 | 5 |
| Street lighting..... | 1 | 2 | 3 | 4 | 5 |
| Snow removal..... | 1 | 2 | 3 | 4 | 5 |
| Sidewalk maintenance..... | 1 | 2 | 3 | 4 | 5 |
| Bus or transit services..... | 1 | 2 | 3 | 4 | 5 |
| Land use, planning, and zoning..... | 1 | 2 | 3 | 4 | 5 |
| Code enforcement (weeds, abandoned buildings, etc.)..... | 1 | 2 | 3 | 4 | 5 |
| Affordable high-speed internet access..... | 1 | 2 | 3 | 4 | 5 |
| Garbage collection..... | 1 | 2 | 3 | 4 | 5 |
| Drinking water..... | 1 | 2 | 3 | 4 | 5 |
| Sewer services..... | 1 | 2 | 3 | 4 | 5 |
| Storm water management (storm drainage, dams, levees, etc.)..... | 1 | 2 | 3 | 4 | 5 |
| Power (electric and/or gas) utility..... | 1 | 2 | 3 | 4 | 5 |
| Utility billing..... | 1 | 2 | 3 | 4 | 5 |
| Police/Sheriff services..... | 1 | 2 | 3 | 4 | 5 |
| Crime prevention..... | 1 | 2 | 3 | 4 | 5 |
| Animal control..... | 1 | 2 | 3 | 4 | 5 |
| Ambulance or emergency medical services..... | 1 | 2 | 3 | 4 | 5 |
| Fire services..... | 1 | 2 | 3 | 4 | 5 |
| Fire prevention and education..... | 1 | 2 | 3 | 4 | 5 |
| Emergency preparedness (services that prepare the community for natural disasters or other emergency situations)..... | 1 | 2 | 3 | 4 | 5 |
| Preservation of natural areas (open space, farmlands, and greenbelts)..... | 1 | 2 | 3 | 4 | 5 |
| Milford open space..... | 1 | 2 | 3 | 4 | 5 |
| Recycling..... | 1 | 2 | 3 | 4 | 5 |
| Yard waste pick-up..... | 1 | 2 | 3 | 4 | 5 |
| City parks..... | 1 | 2 | 3 | 4 | 5 |
| Recreation programs or classes..... | 1 | 2 | 3 | 4 | 5 |
| Recreation centers or facilities..... | 1 | 2 | 3 | 4 | 5 |
| Health services..... | 1 | 2 | 3 | 4 | 5 |
| Public library services..... | 1 | 2 | 3 | 4 | 5 |
| Overall customer service by Milford employees (police, receptionists, planners, etc.)..... | 1 | 2 | 3 | 4 | 5 |

10. Please rate the following categories of Milford government performance.

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|--|------------------|-------------|-------------|-------------|-------------------|
| The value of services for the taxes paid to Milford..... | 1 | 2 | 3 | 4 | 5 |
| The overall direction that Milford is taking..... | 1 | 2 | 3 | 4 | 5 |
| The job Milford government does at welcoming resident involvement..... | 1 | 2 | 3 | 4 | 5 |
| Overall confidence in Milford government..... | 1 | 2 | 3 | 4 | 5 |
| Generally acting in the best interest of the community..... | 1 | 2 | 3 | 4 | 5 |
| Being honest..... | 1 | 2 | 3 | 4 | 5 |
| Being open and transparent to the public..... | 1 | 2 | 3 | 4 | 5 |
| Informing residents about issues facing the community..... | 1 | 2 | 3 | 4 | 5 |
| Treating all residents fairly..... | 1 | 2 | 3 | 4 | 5 |
| Treating residents with respect..... | 1 | 2 | 3 | 4 | 5 |

11. Overall, how would you rate the quality of the services provided by each of the following?

| | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't know</u> |
|-----------------------------|------------------|-------------|-------------|-------------|-------------------|
| The City of Milford..... | 1 | 2 | 3 | 4 | 5 |
| The Federal Government..... | 1 | 2 | 3 | 4 | 5 |

12. Please rate how important, if at all, you think it is for the Milford community to focus on each of the following in the coming two years.

| | <u>Essential</u> | <u>Very important</u> | <u>Somewhat important</u> | <u>Not at all important</u> |
|--|------------------|-----------------------|---------------------------|-----------------------------|
| Overall economic health of Milford..... | 1 | 2 | 3 | 4 |
| Overall quality of the transportation system (auto, bicycle, foot, bus) in Milford..... | 1 | 2 | 3 | 4 |
| Overall design or layout of Milford's residential and commercial areas (e.g., homes, buildings, streets, parks, etc.)..... | 1 | 2 | 3 | 4 |
| Overall quality of the utility infrastructure in Milford (water, sewer, storm water, electric, gas)..... | 1 | 2 | 3 | 4 |
| Overall feeling of safety in Milford..... | 1 | 2 | 3 | 4 |
| Overall quality of natural environment in Milford..... | 1 | 2 | 3 | 4 |
| Overall quality of parks and recreation opportunities..... | 1 | 2 | 3 | 4 |
| Overall health and wellness opportunities in Milford..... | 1 | 2 | 3 | 4 |
| Overall opportunities for education, culture, and the arts..... | 1 | 2 | 3 | 4 |
| Residents' connection and engagement with their community..... | 1 | 2 | 3 | 4 |

13. Please rate how important, if at all, you think it is for Milford to expand the following outdoor tourism opportunities to attract more tourists and residents.

| | <u>Essential</u> | <u>Very important</u> | <u>Somewhat important</u> | <u>Not at all important</u> |
|--|------------------|-----------------------|---------------------------|-----------------------------|
| Additional recreation access points along the Mispillion River (for kayaking and fishing, etc.)..... | 1 | 2 | 3 | 4 |
| More outdoor public events and festivals..... | 1 | 2 | 3 | 4 |
| Organized tours (bike tours, birding, and natural heritage bus tours)..... | 1 | 2 | 3 | 4 |
| Shuttles to Slaughter Beach..... | 1 | 2 | 3 | 4 |
| Additional bike lanes..... | 1 | 2 | 3 | 4 |
| Overall quality of parks and recreation opportunities..... | 1 | 2 | 3 | 4 |

14. How do you feel about the amount of public art in Milford: Is there too much, the right amount, or would you like to see more?

- Too much The right amount Would like more Don't know

15. Please rate how important, if at all, you think it is to add or expand the following city recreation opportunities in Milford.

| | <u>Essential</u> | <u>Very important</u> | <u>Somewhat important</u> | <u>Not at all important</u> |
|---|------------------|-----------------------|---------------------------|-----------------------------|
| Parks and playgrounds..... | 1 | 2 | 3 | 4 |
| Bike trails and pedestrian paths..... | 1 | 2 | 3 | 4 |
| Hardcourt sports (basketball, tennis, pickleball, etc.)..... | 1 | 2 | 3 | 4 |
| Turf/softcourt sports (soccer, baseball, softball, beach volleyball, etc.)..... | 1 | 2 | 3 | 4 |
| Swimming pool/splash pad..... | 1 | 2 | 3 | 4 |
| Indoor recreation center with sports, fitness, and youth programming..... | 1 | 2 | 3 | 4 |
| Skate park..... | 1 | 2 | 3 | 4 |
| Amphitheater..... | 1 | 2 | 3 | 4 |

16. The City is considering creating a historic preservation ordinance. The historic preservation ordinance would create a review board to assess applications for building demolitions, alterations, and new construction within the City's historic districts. How much do you support or oppose the City creating a historic preservation ordinance for this purpose?

- Strongly support Somewhat support Somewhat oppose Strongly oppose Don't know

Our last questions are about you and your household.
 Again, all of your responses to this survey are confidential and no identifying information will be shared.

D1. In general, how many times do you:

| | Several times a day | Once a day | A few times a week | Every few weeks | Less often or never | Don't know |
|--|------------------------|---------------|-----------------------|--------------------|------------------------|---------------|
| Access the internet from your home using a computer, laptop, or tablet computer | 1 | 2 | 3 | 4 | 5 | 6 |
| Access the internet from your cell phone..... | 1 | 2 | 3 | 4 | 5 | 6 |
| Visit social media sites such as Facebook, Twitter, Nextdoor, etc. | 1 | 2 | 3 | 4 | 5 | 6 |
| Use or check email..... | 1 | 2 | 3 | 4 | 5 | 6 |
| Share your opinions online..... | 1 | 2 | 3 | 4 | 5 | 6 |
| Shop online..... | 1 | 2 | 3 | 4 | 5 | 6 |

D2. Please rate your overall health.

- Excellent
 Very good
 Good
 Fair
 Poor

D3. What impact, if any, do you think the economy will have on your family income in the next 6 months?

Do you think the impact will be:

- Very positive
 Somewhat positive
 Neutral
 Somewhat negative
 Very negative

D4. How many years have you lived in Milford?

- Less than 2 years
 2-5 years
 6-10 years
 11-20 years
 More than 20 years

D5. Which best describes the building you live in?

- One family house detached from any other houses
 Building with two or more homes
 (duplex, townhome, apartment, or condominium)
 Mobile home
 Other

D6. Do you rent or own your home?

- Rent
 Own

D7. About how much is your monthly housing cost for the place you live (including rent, mortgage payment, property tax, property insurance, and homeowners' association (HOA) fees)?

- Less than \$500 \$2,000 to \$2,499
 \$500 to \$999 \$2,500 to \$2,999
 \$1,000 to \$1,499 \$3,000 to \$3,499
 \$1,500 to \$1,999 \$3,500 or more

D8. Do any children 17 or under live in your household?

- No Yes

D9. Are you or any other members of your household aged 65 or older?

- No Yes

D10. How much do you anticipate your household's total income before taxes will be for the current year? (Please include in your total income money from all sources for all persons living in your household.)

- Less than \$25,000 \$75,000 to \$99,999
 \$25,000 to \$49,999 \$100,000 to \$149,999
 \$50,000 to \$74,999 \$150,000 or more

D11. Are you Spanish, Hispanic or Latino?

- No, not Spanish, Hispanic, or Latino
 Yes, I consider myself to be Spanish, Hispanic, or Latino

D12. What is your race? (Mark one or more races to indicate what race you consider yourself to be.)

- American Indian or Alaskan Native
 Asian, Asian Indian, or Pacific Islander
 Black or African American
 White
 Other

D13. In which category is your age?

- 18-24 years 55-64 years
 25-34 years 65-74 years
 35-44 years 75 years or older
 45-54 years

D14. What is your gender?

- Female
 Male
 Identify in another way

Thank you! Please return the completed survey in the postage-paid envelope to:
National Research Center, Inc., PO Box 549, Belle Mead, NJ 08502



National Community Survey Review

May 9, 2022



What is the NCS?

- ▶ National Community Survey - a nationally benchmarked survey that is provided to residents of localities to gauge their satisfaction with municipal services and their opinions on priorities for new initiatives
- ▶ Used by Milford to inform our Strategic Plan Update
- ▶ Mailed to a random sample of 2,400 households in all four Wards of the city
 - ▶ Participants received either a postcard advertising the online version plus a paper copy, or two postcards advertising the online version
 - ▶ We received 432 responses total (286 online and 146 in paper)
 - ▶ Response rate of 19% and a 5% margin of error
 - ▶ Desired response rate is 15% with a margin of error between 4% and 6%
 - ▶ 3% of the mailings were returned due to vacant households or inability to deliver the mailings

Overview

- ▶ General Comments
 - ▶ The NCS covers 10 factors and all its questions are designed to fit into one of these areas: Economy, Mobility, Community Design, Utilities, Safety, Natural Environment, Parks and Recreation, Health and Wellness, Education Arts and Culture, Inclusivity and Engagement
- ▶ Almost all survey responses show a slight downturn from 2019 to 2022
- ▶ However, almost all survey responses are also consistent with the national benchmark
- ▶ We will review key aspects of the current strategic plan and our success/failure regarding those items

Public Safety and Preparedness

- ▶ Overall feeling of safety in the community was at 63% (below the benchmark)
- ▶ Strategic Goal: Create a reciprocal and trusting relationship between Milford residents and police officers through consistently proactive, responsive and visible policing throughout the City
 - ▶ 76% rated the Police services as good or excellent (down from 82% in 2019)
- ▶ Strategic Goal: Proactively plan for emergency events through regular meetings between all City departments and State, regional and local agencies to ensure plans are up-to-date and compatible
 - ▶ 67% rated emergency preparedness as good or excellent
 - ▶ 68% rated fire prevention and education as good or excellent (down from 75% in 2019)
 - ▶ 88% rated fire services as good or excellent (down from 94% in 2019)

Public Safety and Preparedness Cont.

- ▶ Strategic Goal: Make a meaningful reduction in violent crime in the City of Milford
 - ▶ Success rate: 61% rated crime prevention as good or excellent (down from 65% in 2019)
 - ▶ Success rate: 67% felt very or somewhat safe from violent crime (below benchmark)
 - ▶ Success rate: 89% felt very or somewhat safe in their neighborhood during the date (down from 93% in 2019)
 - ▶ Success rate: 84% felt very or somewhat safe in Milford's downtown/commercial area during the day (down from 87% in 2019)

Economic Health and Development

- ▶ Overall economic health in Milford was rated good or excellent by 46% (similar to benchmark, down from 51% in 2019)
- ▶ Strategic Goals: Enable growth of existing businesses, foster the establishment of new businesses,
 - ▶ Milford as a place to work was rated 57% (up from 55% in 2019)
 - ▶ Milford's economic development was rated good or excellent by 43% (down from 49% in 2019)
 - ▶ Economic impact in the future was considered very or somewhat positive by 24% (down from 30% in 2019)
- ▶ Strategic Goal: Meet the commercial needs of residents, businesses and visitors
 - ▶ Employment opportunities were considered excellent or good by 43% (up from 34%)
 - ▶ Overall quality of business and service establishments was considered good or excellent by 55% (down from 57% in 2019)
 - ▶ Variety of business and service establishments was considered good or excellent by 43% (lower than benchmark)

Mobility and Infrastructure

- ▶ Strategic Goals: Proactively maintain our utility infrastructure and address future growth by proactively making improvements to infrastructure
 - ▶ Overall utility infrastructure was considered good or excellent by 46% (lower than benchmark)
 - ▶ The following were good or excellent
 - ▶ Garbage collection: 74%
 - ▶ Affordable highspeed internet access: 43%
 - ▶ Drinking water: 50% (up from 45% in 2019 but below benchmark)
 - ▶ Sewer: 75%
 - ▶ Storm water management: 62%
 - ▶ Power: 66%

Mobility and Infrastructure Cont.

- ▶ Strategic Goals: Improve traffic management throughout the City, continue to develop a multi-modal, pedestrian-friendly framework throughout the City, and proactively maintain our streets
 - ▶ Overall quality of the transportation system is considered good or excellent by 48%
 - ▶ Ease of walking is considered good or excellent by 61% (down from 65% in 2019)
 - ▶ Ease of travel by car is considered good or excellent by 76%
 - ▶ Traffic flow on major streets is considered good or excellent by 67% (up from 65% in 2019 and higher than benchmark)
 - ▶ Fewer people walk/bike (46%) or use public transportation (10%) than the benchmark
 - ▶ Traffic, street, snow and sidewalk services were all rated close to the benchmark

Neighborhoods and Community Services

- ▶ Strategic Goals: Preserve and enhance the property values and quality of our neighborhoods, and encourage a balanced range of housing types and home-ownership opportunities for existing and future residents
 - ▶ Overall design or layout of residential commercial areas was considered good or excellent by 52% (down from 55% in 2019)
 - ▶ Their neighborhoods as places to live were considered good or excellent by 78% (up from 76% in 2019)
 - ▶ Variety of housing options was considered good or excellent by 38% (down from 42% in 2019)
 - ▶ Availability of affordable quality housing was considered good or excellent by 31% (down from 44% in 2019)
 - ▶ Overall quality of new development was considered good or excellent by 44% (down from 57% in 2019)
 - ▶ Well designed neighborhoods were considered good or excellent by 44% (lower than benchmark)

Neighborhoods and Community Services Cont.

- ▶ Strategic Goals: Promote a healthy community with recreational activities provided by the City and community partners and promote more tourism in Milford
 - ▶ Public places where people want to spend time were considered good or excellent by 39% (down from 51% in 2019 and below benchmark)
 - ▶ Overall quality of the natural environment was considered good or excellent by 67% (down from 70% in 2019 and below benchmark)
 - ▶ Overall quality of parks and recreation opportunities was considered good or excellent by 56% (lower than benchmark)
 - ▶ Fitness opportunities, recreation opportunities, city parks, recreation programs or classes, and recreation centers or facilities were all significantly down from 2019 and below the benchmark
 - ▶ Availability of paths and walking trails was 60% (up from 50% in 2019)
 - ▶ The overall quality of health and wellness opportunities was considered good or excellent by 65% (up from 61% in 2019)

Fiscal Responsibility and Public Engagement

- ▶ Strategic Goals: Operate in an efficient and responsible manner and review and update the Strategic Plan
 - ▶ Residents' connection and engagement with their community was rated good or excellent by 46%
 - ▶ Sense of community was considered good or excellent by 59% (down from 62% in 2019)
 - ▶ Resident's participation levels were generally down from 2019 but similar to the benchmark
 - ▶ The number of people to voted in the most recent election was 58% (lower than the benchmark)

Custom Questions

- ▶ Residents were asked how important various outdoor tourism opportunities were in Milford. The following areas were rated essential or very important by the following percentages of residents:
 - ▶ Additional recreation access points along the Mispillion River: 65%
 - ▶ More outdoor public events and festivals: 72%
 - ▶ Organized tours (bike tours, birding etc.): 47%
 - ▶ Shuttles to Slaughter Beach: 41%
 - ▶ Additional bike lanes: 52%
 - ▶ Overall quality of parks and recreation opportunities: 73%
- ▶ Residents were asked how they felt about public art in Milford:
 - ▶ Too much: 3%
 - ▶ The right amount: 46%
 - ▶ Would like more: 51%

Custom Questions Cont.

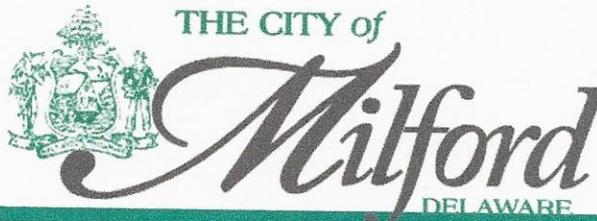
- ▶ Residents were asked how important the expansion of the following recreation opportunities in Milford are. The following said that these were essential or very important:
 - ▶ Parks and playgrounds: 81%
 - ▶ Bike trails and pedestrian paths: 74%
 - ▶ Hardcourt sports: 57%
 - ▶ Turf/softcourt sports: 52%
 - ▶ Swimming pool/splash pad: 57%
 - ▶ Indoor recreation center with sports, fitness and youth programming: 78%
 - ▶ Skate park: 38%
 - ▶ Amphitheater: 52%
- ▶ Residents were asked how much support they would have for a historic preservation ordinance that would establish a review board for building demolitions, alterations and new construction within historic districts.
 - ▶ 95% strongly or somewhat supported the ordinance

Questions?





OFFICE OF THE CHIEF OF POLICE
KENNETH L. BROWN
kenneth.brown@cj.state.de.us



400 NE Front Street
Milford Delaware 19963
302.422.8081 Fax 302.424.2330

TO: Mayor and Members of City Council
FROM: Kenneth L. Brown, Chief of Police 
DATE: May 5, 2022
RE: Activity Report/April 2022

Monthly Stats:

A total of 465 arrests were made by the Milford Police Department during April 2022. Of these arrests, 129 were for criminal offenses and 336 for traffic violations. Criminal offenses consisted of 48 felony and 81 misdemeanors. Traffic violations consisted of 66 Special Duty Radar, 10 Drunk-Driving charges, 260 others.

Police officers investigated 58 accidents during the month and issued 151 written reprimands. In addition, they responded to 1219 various complaints including city requests and other agency assistance.

Monthly Activities:

Throughout the month of April, participated in numerous conference calls and virtual meetings including the monthly State, Kent and Sussex Chiefs meetings, DPCC Meeting, City Council and Workshop meetings, bi-weekly City Manager's meeting with Department Heads, and PD Staff meetings.

Attended FY23 Police Department Budget meeting held via Zoom on April 5, 2022.

Attended Dynamic Marketing Insights (DMI) Group presentation held at the department on April 7, 2022.

Attended the PowerDMS Conference held in Orlando, FL. From April 11, 2022 – April 15, 2022.

Attended the Citizens Advisory Council meeting via Zoom on April 14, 2022.

Interviewed two potential new hires for part-time dispatcher positions on April 19, 2022.

Attended a Site visit to Queen Anne's County Department of Emergency Services with Becker Morgan Group on April 20, 2022.

Attended SALLE/EIDE Second Funding Cycle Applications meeting held via Zoom on April 21, 2022.

Met with Photographer from Dover Police Department on April 27, 2022, in reference to photography options for the Milford Police Department's new website and for new police facility.

Met with the administrator from KentCom on April 28, 2022 in reference to Rip & Run procedures.

Training –

Two officers attended FBI-LEEDA training held at the Dover Police Department from April 11, 2022 – April 15, 2022.

Two staff members attended the PowerDMS Conference held in Orlando, FL., from April 12, 2022 – April 12, 2022.

One officer attend Reid Technique & Interrogation Training held in Ocean City, MD from April 5, 2022 – April 8, 2022.

One officer attended Basic Rifle Qualification Training held in South Bethany from April 6, 2022 – April 7, 2022.

Public Information/Social Media Update –

April statistics are as follows: Our Nextdoor posts during the month made 248 impressions. Nextdoor reaches 1681 households in 15 neighborhoods according to statistics provided by the website. Our Facebook page has 11,784 followers. Posts during the month reached 11,200 people with 10,144 people engaging in our posts. On Twitter our Tweets made 3970 impressions and our followers are at 1356. Our Instagram account is at 1698 followers and posts during the month made 1633 impressions.

In April we also launched our new website that was designed by Delmarva Digital in Laurel, DE. The launch was a result of almost 12 months' worth of work between our staff and theirs. We believe the new website will better highlight our agency and provide services that will allow for more convenience for our citizens. The web address will remain MilfordPoliceDE.org.

Below are links to various stories covered by local media during the month.

<https://baytobaynews.com/stories/delaware-municipal-police-departments-taking-advantage-of-mental-health-helpers,77020?>

<https://baytobaynews.com/stories/suspicious-vehicle-complaint-brings-chase-charges,76637?>

<https://baytobaynews.com/stories/milford-man-25-facing-firearm-charges,76639?>

<https://baytobaynews.com/stories/drug-arrests-made-following-milford-traffic-stop,76635?>

<https://baytobaynews.com/stories/bids-awarded-for-new-milford-police-station,77630?>

<https://baytobaynews.com/stories/bids-for-new-milford-police-station-being-studied,75496?>

<https://milfordlive.com/city-awards-police-station-construction-bids/>

WBOC also completed a news story that ran during their evening newscast about the new police headquarters progress.

SRO –

With the assistance of the Drug Enforcement Administration, Sgt. Masten conducted a prescription drug take back in the lobby of the police department. Our overall prescription drug take-back efforts resulted over 225 lbs. of pills being turned into the DEA. We also provide a 24 hour a day prescription drug disposal box in our lobby courtesy of CVS Pharmacy.

S/Cpl. Bloodsorth attended the annual Bug and Bud Festival.

S/Cpl. Bloodsworth has also been showing off her talents as a singer during lunches as Lulu Ross Elementary School. On several occasions during the month, she has performed for the students. S/Cpl. Bloodsworth is formerly a member of the First State Force Band (which was comprised of law enforcement officers in Delaware and performed at various events).

S/Cpl. Bloodsworth assisted Mispillion Elementary School with a required intruder drill. Under the Delaware Omnibus School Safety Act all school must complete intruder drills and a table top exercise during the school year.

K9 Unit –

For the month of April 2022, the Milford Police Department K9 Unit had the following stats:

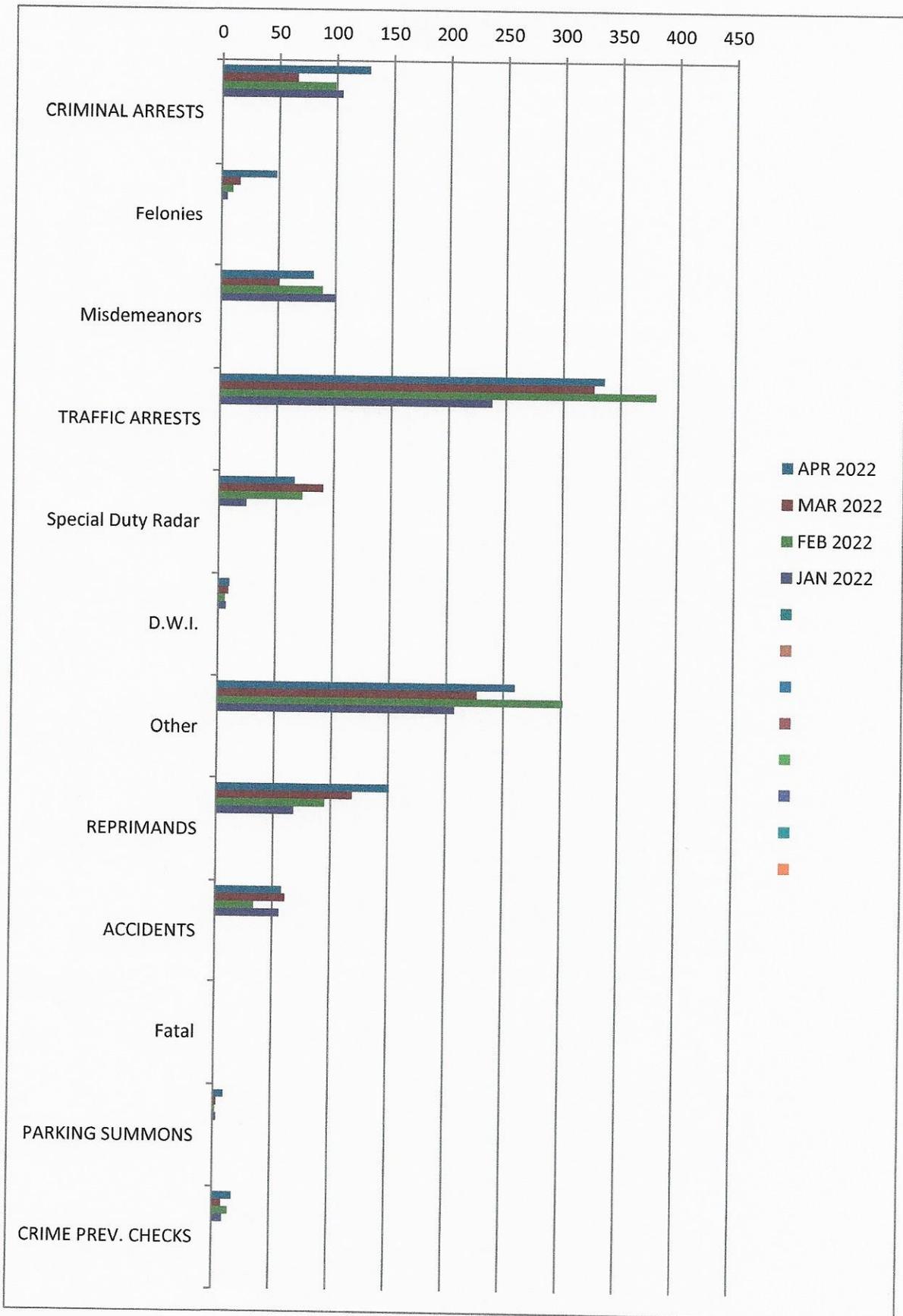
K9-1 (Mason)

- Drug Sniff 1
- Building Search 2
- No Bite Apprehension 1
- Area Search 1
- Assist Other Agency 1
- Track 1

K9-2 (Raven). Officer is still attending canine training in Wilmington daily.

APRIL 2022 ACTIVITY REPORT

| | APR 2022 | TOTAL 2022 | APR 2021 | TOTAL 2021 |
|--------------------|------------|--------------|------------|-------------|
| COMPLAINTS | 1219 | 4430 | 1364 | 4006 |
| CRIMINAL ARRESTS | 129 | 399 | 110 | 423 |
| Felonies | 48 | 79 | 12 | 72 |
| Misdemeanors | 81 | 321 | 98 | 351 |
| TRAFFIC ARRESTS | 336 | 1282 | 500 | 1098 |
| Special Duty Radar | 66 | 254 | 140 | 260 |
| D.W.I. | 10 | 32 | 9 | 25 |
| Other | 260 | 996 | 351 | 813 |
| REPRIMANDS | 151 | 433 | 174 | 285 |
| ACCIDENTS | 58 | 209 | 47 | 159 |
| Fatal | 0 | 0 | 0 | 0 |
| PARKING SUMMONS | 9 | 17 | 4 | 10 |
| CRIME PREV. CHECKS | 17 | 48 | 18 | 34 |
| FINES RECEIVED | \$8,656.16 | \$ 23,193.75 | \$4,734.87 | \$14,692.58 |



| Dates | Hours Worked | Meetings Attended/Hosted | Trainings Attended | # of NEW Contacts | New Contact Notes | # of Diversions from Arrest | # of Diversions from ER | # of Follow-Ups |
|-----------------------------|---------------|---|--|-------------------|--|-----------------------------|-------------------------|-----------------|
| March 28- April 3, 2022 | 55 | 1. Housing Alliance COC Meeting 2. DSAMH Screener Training | 1. Issues Around Mental Health Among Adults With Autism | 9 | Referrals to Services: Disorderly Victim Services 10-81 Check the Welfare CDS Paraphernalia | 1 | 1 | 12 |
| April 4- April 10, 2022 | 55 | 1. Rural Subcommittee Meeting | 1. How Juvenile Suicidal Ideation Differs | 10 | Referrals to Services: Disorderly Check the Welfare 10-10 Public Assistance Overdose Shoplifting | 1 | 1 | 10 |
| April 11- April 17, 2022 | 45.95 | 1. Meeting w/ DBH | 1. What Criminal Justice Professionals Need to Understand about Autism Spectrum Disorder | 10 | Referrals to Services: Disorderly Check the Welfare Public Assistance 10-81 Check the Welfare Shoplifting | 1 | 0 | 14 |
| April 18- April 24, 2022 | 52.15 | 1. DE MH Police Co-Responder Clinician Meeting 2. Interview with State News | 1. Crises Among Veterans | 10 | Referrals to Services: 10-81 Disorderly Check the Welfare Public Assistance DFS Assist Other Agency | 1 | 1 | 13 |
| April 25- May 1, 2022 | 48.5 | 1. Milford Homeless Committee Meeting 2. DEA Drug Take Back Event 3. Milford Bug & Bud Festival | 1. Supporting Trauma Victims Holistically | 10 | Referrals to Services: Disorderly Check the Welfare Assist Other Agency Public Assistance Domestic 10-81 | 0 | 1 | 10 |
| Totals: | 256.6 | | | 49 | | 4 | 4 | 59 |
| Overall Totals: | 1819.6 | | | 387 | | 28 | 43 | 388 |

Milford Police Department - April 2022 BHU Statistics
Jenna Haines, LMSW, MSW, DE-CMHS
Gregory Bisset, LCSW, C-AADC
Danielle Blackwell, BA



OFFICE of the City Clerk
201 South Walnut Street
Milford, DE 19963

Teresa K. Hudson, MMC
O 302.422.1111 | F 302.424.3558
www.cityofmilford.com

DATE: May 1, 2022
TO: Mayor and Members of City Council
FROM: Terri Hudson, City Clerk
RE: April 2022

Much of the month of April was dedicated to the preparation for the Annual Election and the change from maintaining our own voter list to that provided by the State of Delaware. Thanks again to City Engineer James Puddicombe and GIS Analyst Zach Lawson who made this process seamless. Other than receiving the spreadsheet of voters in the 19963-zip code, James and Zach handled the entire process of sorting and dividing voters into wards. The final list was sent back to Sussex County, but all the coding and filtering was done completely in house. I cannot give James and Zach the credit they deserve for their accomplishments. When we first talked about the change a few years ago, I envisioned riding the roads that extend into the unincorporated county areas to determine the homes in/out since our boundaries do not suddenly stop. We have areas where one home is in the City and next door is not, etc. We are aware of another municipality that actually had to do so we are very fortunate.

Currently we only have one home in the 19960 (Lincoln) zip code, but that will change once Wickersham begins construction and folks began to move in.

We had no issues at the polls, other than some registered voters who did not live in Ward One. Of the 2,500 +/- voters in Ward One, turnout was very low which was very disappointing and unexpected. But we are going to attribute that to most of our residents thinking things are going well in Milford. Also, there are also a number of deceased voters on the state list, most of whom were pointed out by their surviving spouses at the poll.

A lot of time was spent on correspondence to the Candidates as well as our election workers. With the amount of new and refresher updates, provided before the election, the workers came in confident and with very few questions. This year, I even included a link for the 'semi-new' voting machines because it has been more than a year since our last election/referendum. It was a great help. If you would like a peek, check out the video at <https://elections.delaware.gov/technology/index.shtml>.

As always, Sussex County Elections Warehouse and Machine Technician Supervisor Bill Carey remained with us throughout the day. He is an added layer of protection if something were to occur. Fortunately, I can only recall one machine going down since I began overseeing elections in 1997.

Minutes continue to take up a great deal of times. I have prepared seven sets of minutes during the month and will refocus on older minutes again beginning in May.

- Training: New England Municipal Clerks Institute(MEMCI) (3 Classes)
- University of Delaware Virtual & Hybrid Meetings
- IIMC Professional Development Program
- Coordinated SCAT Dinner registrations and payments (5)
- Coordinated SCAT Breakfast registrations and payments (3)
- Continuing Work to re-establish the Pennsylvania Municipal Clerks Institute
- Continuing to Work with Champion Flags on design of City Flags (previous company went out of business)
- Several Administrative & Council budget transfers requested
- Multiple Updates to IIMC Region II Facebook Page
- Assisted with IIMC Training Video
- Co-chaired IIMC's Resource & Research Committee with synopsis below:

PURPOSE:

To assist in surveying the membership on various issues as necessary; and to ensure that members are provided with quick and accurate answers to inquiries through membership network and resource library.

GOALS & OBJECTIVES 2022/2023:

1. Review in-house publications (Roll Call and Language of Local Government)
 2. Assist in developing and disseminating surveys and questionnaires as requested by the Board of Directors, Committees, and staff.
 3. Respond to member questions submitted to the IIMC website and staff.
 4. Review and possibly update, current, or create new IIMC Technical Bulletins
-
- Meetings continue with IIMC Staff and Board regarding May International Conference
 - Training continues with incoming Region 2 Director Travis Morris (VA)
 - Assisted a number of other Delaware Municipalities with policy and procedural items
 - Record requests/assistance from City Departments (11)
 - Created/revised/reloaded 4/11 Council Agenda
 - Created/revised/reloaded 4/11 Council Packet
 - Created/revised/reloaded 04/20 Council Agenda
 - Created/revised/reloaded 04/20 Council Packet
 - Created/revised/reloaded 4/25 Council Agenda
 - Created/revised/reloaded 4/25 Council Packet
 - Created/revised/reloaded Board of Adjustment Notices
 - Created/revised/reloaded Board of Adjustment Agenda
 - Created/revised/reloaded Planning Commission Applications

- Created/revised/reloaded Planning Commission Public Notices
- Researched Charter Requirements for Update
- Worked with Melody on Land Use Application Findings from 2018 and 2019
- Provided Notary Public Services (5)
- Multiple Budget Adjustments throughout April
- Transcribed and proofread Minutes from City Council Meetings (10)
- Transcribed and proofread Minutes from Planning Commission (1)
- Transcribed and Proofread Minutes from Board of Adjustment (2)
- Transcribed and proofread Minutes from Community Cemetery Meeting (1)
- Distributed recordings of Council Meetings to various media outlets
- Communicated with DLLG Director
- Communicated with Office of State Planning & City Engineer's Office /MSA Application
- Proclamations Created (4)
- Special Event Permits Requested to Date (19)
- Special Event Permits Issued (5)
- Set up Photo Sessions for Mayor, Council and Staff
- Pursuing Records Management & Storage Contractor



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

PHONE 302.422.1111
FAX 302.424.3553
www.cityofmilford.com

To: City Council and Mayor
From: Mark A. Whitfield, City Manager
Subject: April 2022 Monthly Report
Date: May 6, 2022

- We have made an offer to a candidate to be the Electric Director, and he has accepted. He is an electrical engineer, presently with Excelon, who has 13 years experience in the electric distribution field, 8 of which with a municipality. He will start with the City on May 27.
- Brad, Rob and I met with DNREC regarding a ORPT grant for the Sharp property. The grant is for \$150,000 and based on DNREC's comments, we are highly likely to be awarded.
- Wednesday April 20 workshop meeting was made into a regular Council Meeting for the first 1 hour, to award the contracts for the Police Facility. Bids were received on March 22, and are only valid for 30 days.
- Rob and I met regarding the Comprehensive Plan Amendments and having an Open House for the public to hear a presentation and ask questions on the amendments.
- Sandra and Peck and I met with all department directors to review their budget requests.
- The Mayor and I attended the Chamber of Commerce Volunteer Luncheon on April 6
- The Mayor, Councilperson James (& Pam) and I attended the SCAT dinner in Bridgeville on April 6.
- Mike Svaby, Lou Vitola and I reviewed the Police bids and Alternate Bids.
- Sara and I met with the DMI economic vitality committee to discuss civic pride.
- I attended the monthly board meeting of the Chamber of Commerce.
- Sara, Melody and I met with Tsionas, Emory Hill, and Becker Morgan to discuss the Milford Corporate Center master plan development process.
- Mayor Campbell and I attended the Milford Community Cemetery meeting on April 22.
- We have been in discussion with Milford Ponds regarding having proper bonding in place.
- I have been in communication with Uptown Services LLC regarding community wi-fi/broadband.
- I attended the monthly DEMEC executive board meeting on April 19.
- I followed up with Lt. Huey regarding a homeless encampment on City property.
- We received notice that the City will receive \$81,834 in return dividends from DFIT (our insurance brokers). I have asked that the amount be put against our premiums for next year.
- Rob and I met with the solicitor on potential property acquisition.
- James Puddicombe, Mike Svaby, Rob and I met regarding Hearthstone II subdivision project.
- Rob, Lou, Mike and I met with Neil Shaw of Uptown Services, a company that does feasibility studies for cities interested in public wi-fi/broadband.
- I attended a DEMEC Rate Design Workshop on a potential time of use rate. Milford could save a significant amount of money if DEMEC were to go to time of use billing.
- Jamesha and I met with IBEW representatives regarding the wage reopener set for July 1, 2022.
- Rob, Sara and I met with Bayhealth regarding their commercial development possibilities.
- Mayor, Councilpersons Culotta and James (and Pam), and I attended the DLLG dinner in Dover.
- Mayor and Councilperson James attended the SCAT breakfast highlighting the State legislators from Sussex County.
- Chief Brown, Lou and I met to discuss the School Resource Officer agreement with Milford School District as well as project police car purchases in the CIP.



TO: Mayor and City Council
THRU: Mark Whitfield, City Manager
FROM: Michael Svaby, Director, Public Works
DATE: May 5, 2022
RE: April 2022 - Public Works Department Staff Report

The following input represents a high-level list of activities and accomplishments for the month of April 2022.

Director's Office

- Interviewed 2 candidates for Superintendent, 2 Equipment Operators, 3 for Facilities and Maintenance Coordinator and made offer to Electric Superintendent – ultimately hired for 5/23 start.
- Award letters to 16 different contractors for PD Project
- Conducted Solar Energy Presentation and Tour for 22 Poly Tech High School Students
- Submitted Grant application to DNREC for two, dual port DC Fast Chargers.
- Prepared and Presented PW CIP to Council, prepared Operating Budget for City Manager review.
- Attended Kent County Sewer Advisory Board meeting.
- Conducted Final Preparation for EPA/DNREC/DHSS Water exercise for the month of May
- Met multiple times with DeIDOT and McCormick Taylor on the Front Street TAP Project
-

Engineering Division

- Conducted various walk throughs/inspections of infrastructure at Milford Ponds, Hearthstone Manor, Lighthouse, Brookstone, Watergate and Windward on the River.
- Worked with DeIDOT's Wendy Carpenter on speeding investigations for South Walnut Street and Kings Highway.
- Consulted with DeIDOT Traffic on intersection design for signal upgrade at Front and Washington Sts.
- Coordinated schedule of work with Contractor Schrock and Streets and Sewer/Water Divisions for installation of altitude valve at Dentsply Tower.
- Supported multiple meetings for the Front Street TAP Project and for the Front St Lead Service Line replacement.

Electric Division

- Worked with Progressive Engineering to Cost out Westwood electrification.
- Set up testing for and scheduled promotion dates for 1 Line Tech moving to 1st class, 2 Line Techs moving to 2nd class and 1 Line Tech moving to 3rd class.
- Removed hanging red flash signal at SE 2nd and Washington.

Public Services Division - Streets/ Utilities/Water/Sewer/Solid Waste Sections

- Completed Hydrant Flushing in all 4 wards.
- Crack sealed in various locations throughout the City
- Weed sprayed curb and sidewalks
- Changed out aging and undersized meter at Perdue
- Replaced various signage in 4 wards.
- Set up and removed barricades and cones for downtown Bug and Bug Festival
- Installed new “muffin monster” at Washing Street Pump Station
- Repaired Watergate Pump Station exhaust equipment wiring.

PW Administration

- Hosted contractor repair of sensors and motors in PW building HVAC infrastructure.
- Oversaw conference room setup and promotional material distribution for Poly Tech Tour.
- Coordinated the PW Department Operating and Capital Budget input.

New Employee Starts

- Electric Ground Tech, Jay Clark, started work on Monday, April 18th. He lives in Milton and formerly worked at Utility Lines Construction Services as a foreman. He spends his free time with his newborn baby.

| Public Works Department -April 2022 | April 2021 | April 2022 | FY21 YTD <i>(07/01/21-12/31/21)</i> | FY22 YTD <i>(07/01/21-12/31/22)</i> |
|---|------------|------------|--|--|
| Electric Division | | | | |
| Trouble Service Call | 21 | 10 | 150 | 234 |
| Work Orders Completed | 35 | 40 | 293 | 417 |
| Outages | 4 | 8 | 62 | 95 |
| LED Street Lights Replaced | X | 61 | X | 155 |
| New Service Install | X | 8 | X | 69 |
| Poles Replaced | 1 | 2 | 41 | 15 |
| After Hours Calls | 13 | 12 | 83 | 110 |
| Trees Trimmed (Streets) | 30 | 0 | 106 | 10 |
| Technical Services Division | | | | |
| New Electric Service Installed/Meter Set | 42 | 21 | 279 | 218 |
| New Water Service Installed/Meter Set | 21 | 7 | 207 | 83 |
| Electric Meter Replacement | 4 | 3 | 61 | 38 |
| Water Meter Replacement | 19 | 45 | 293 | 385 |
| Work Orders Completed | 684 | 642 | 7,012 | 4,594 |
| After Hours Calls | 5 | 8 | 49 | 46 |
| Streets/Utility Division | | | | |
| Signs Installed/Replaced | 30 | 28 | 191 | 186 |
| Curb Miles Swept | 120 | 280 | 1,425 | 5,190 |
| Sewer Lines Flushed (in feet) | 1,250 | 3,500 | 23,180 | 25,385 |
| Sewer Back-up Response | 6 | 2 | 32 | 30 |
| Sewer Line Repaired | 0 | 0 | 8 | 4 |
| Water Hydrants Flushed | 125 | 125 | 292 | 365 |
| Fire Hydrants Replaced/Installed | 3 | 0 | 4 | 10 |
| Water Line Repair | 2 | 0 | 18 | 14 |
| Water Valves Exercised | 27 | 30 | 135 | 213 |
| De-icing Salt Used (tons) | 0 | 0 | 61 | 104 |
| Potholes Filled - Cold Patch | 60 | 50 | 470 | 479 |
| Potholes Filled/Spray Patch - Gallons Emulsion Used | 7 | 0 | 109 | 7 |
| Leaves Collected (Tons) | 0 | 0 | 31 | 102 |
| After Hours Calls | 4 | 3 | 49 | 69 |

| | | | | |
|--|-------------|------------|-------------|-------------|
| Crack Sealing (pounds of sealant used) | 0 | 300 | 650 | 400 |
| Work Orders Completed | 35 | 28 | 190 | 189 |
| Storm Sewer Inlets Cleaned | 75 | 60 | 1,087 | 646 |
| Street Closures/Festivals | 0 | 6 | 23 | 30 |
| Engineering Division | | | | |
| Utility Locates Completed | 195 | 194 | 2,073 | 1,568 |
| Infrastructure Work Orders Completed | 4 | 7 | 26 | 90 |
| Backfill Inspection Work Orders Completed | 26 | 4 | 186 | 118 |
| Operations Division | | | | |
| Fleet Work Orders Completed | 33 | 33 | 214 | 194 |
| Fuel Use-Diesel (Gallons) | 2,211 | 2,544 | 21,745 | 22,493 |
| Fuel Use-Gas (Gallons) | 4,067 | 3,953 | 39,814 | 35,720 |
| Solid Waste & Facilities Division | | | | |
| Refuse Collected (Tons) | 314 | 72.00 | 2,788 | 2,432 |
| Recycle Collected (Tons) | 75 | 71.48 | 641 | 636 |
| Yard Waste Collected (Tons) | 38.44 | 50.65 | 421.44 | 470.77 |
| Diversion Percentage (%) | 2640.00% | X | 54.40 | 0.31 |
| Bulk/Brush Collection Requests Completed | 69 | 65.00 | 662 | 592 |
| Containers Delivered | 72 | 30.00 | 598 | 401 |
| Containers Serviced (Swap, Replacement, Removed) | 47 | 36.00 | 242 | 240 |
| Water & Waste Water Facilities Division | | | | |
| Water Treated (Millions of Gallons) | 82,968,400 | 70,089,600 | 313,799,600 | 306,614,200 |
| Waste Water Transferred (Millions of Gallons) | 119,010,000 | 88,581,000 | 302,431,000 | 224,840,000 |
| Work Orders Completed | 62 | 57 | 445 | 392 |
| Pump Stations Cleaned | 0 | X | 7 | 2 |
| After Hours Calls | 7 | 6 | 53 | 25 |

| Public Works Projects - March 2022 | Planning Stage | Bid/PO Award | In Progress | Complete |
|--|-----------------------|---------------------|--------------------|-----------------|
| Electric | | | | |
| DEL2 Substation Testing | | | | |
| Traffic Signal Head Refurbish. - Church/Walnut/Washington | | | | |
| Water | | | | |
| Install Automated Blow-off Valves 2 in stock | Charlie / James | | | |
| Protection Upgrades Caulk & 10th Street Towers | Steve | | | |
| Water Tower Altitude Valve at Caulk Tower | Charlie / James | X | | |
| Water Trtmnt Monitoring & Process Control Upgrades (4&5) | Steve / Steve Z. | | X | |
| City-wide Valve & Hydrant Replacement/Improvements | Charlie / James | | | |
| Standardized Water Treatment Facility Controls | Steve / Steve Z. | | X | |
| DNREC Water Allocation Permit | Steve | State | X | Patty Murray |
| Sewer | | | | |
| Truitt Avenue PS Groundwater Investigation & Repair | KCI | KCI | X | |
| SCADA Instrumentation Upgrades & Integration | Steve / Steve Z. | | X | |
| Targeted Inflow and Infiltration Investigation & Repair | KCI | KCI | X | |
| North Shore Pump Station Hatch Replacement | DBF | | | |
| Streets | | | | |
| Misphillion, McColley, Marshall Streets Reconstruct/Paving | | | | X |
| Fisher Ave | | | X | |
| Financing for Private Sidewalk Improvements | | X | | |
| Street Resurfacing and Rehabilitation, ADA Ramps | | | X | |
| Installation of ADA Compliant Ramps | | | X | |
| Walnut Street Pedestrian Crossing (Landscaping) | X | | | |
| Truck Turning Study | X | | | |

| PARKING | | | | |
|---|--|--|--|--|
| | | | | |
| BUILDINGS | | | | |
| Council Chambers Recording System Upgrade | | | | |
| Monitors in Council Chambers | | | | |
| City Hall Basement Renovation Phase 2-Training Rm/Ofc | | | | |
| PW-Complex Security | | | | |
| City Wide-LED Replacement Project | | | | |
| DMI Project (BEING SOLD) | | | | |
| Customer Service-Basement Waterproofing | | | | |
| Customer Service-Concrete Repair Drive-Thru | | | | |
| Facilities Management Binder | | | | |
| PW - Bldg 100 Paint/Flooring (fall 2021 project) | | | | |

| | | | | |
|---|----------------|-----------------|-------------|-----------------|
| PW Facility Air Infiltration | | | | |
| PW Facility Roof Drainage Repair/Replacment | | | | |
| Public Works Equipment & Vehicles - April 2022 | Planning Stage | Bid/PO Award | In Progress | Complete |
| ELECTRIC | | | | |
| Replacing Vermer Trencher (E128) | | | | |
| TECHNICAL SERVICES | | | | |
| | | | | |
| WATER | | | | |
| | | | | |
| Replace W-16 IR Compressor | | | | |
| Replace W-8 F250 2022 | Ordered | Hertrich | Ordered | |
| Replace W-15 Pick up 2022 | Ordered | Hertich | Ordered | |
| | | | | |
| SEWER | | | | |
| Replace SE-2 Ford F250 Pickup 2022 | Ordered | Hertich | Ordered | |
| | | | | |

| | | | | |
|---|--------------------|-----------------------------------|--|-----------------|
| | | | | |
| | | | | |
| STREETS | | | | |
| | | | | |
| SOLID WASTE | | | | |
| | | | | |
| GARAGE | | | | |
| | | | | |
| | | | | |
| | | | | |
| Active Developments - April 2022 | Plan Review | Utility Mains Installation | Utility Service Line Inspection | Complete |
| Hearthstone Manor I | | | X | |
| Lighthouse Estates II | | | X | |
| Brookstone Trace | | | X | |
| Brookstone Trace II | | X | | |
| Orchard Hill | | | X | |
| West Shores at New Milford | | | X | |
| Watergate | | X | X | |
| Walnut Village | | | X | |
| Milford Ponds Phase I | | X | X | |
| Hearthstone Manor II | X | | | |
| Milford Ponds Phase II | | | | |
| Simpson's Crossing Phase 1a | | | X | |
| Simpson's Crossing Phase 1b | | X | | |
| Cypress Hall Phase I | | X | | |
| Wichersham | X | | | |
| Mispiration Landing | X | | | |

| | | | | |
|---|-------------|----------------------------|---------------------------------|----------|
| Riverwalk Villas | X | | | |
| Windward on the River | | | X | |
| Cypress Hall Phase II | X | | | |
| Milford Ponds Phase III | X | | | |
| 200 NW Front | | | | X |
| Hickory Glen | X | | | |
| Knights Crossing | X | | | |
| Reserves at Sawmill | X | | | |
| | | | | |
| | | | | |
| | | | | |
| Commercial Developments - April 2022 | Plan Review | Utility Mains Installation | Utility Service Line Inspection | Complete |
| Microtel | | | | X |
| Lot 8 Independence Commons | | | X | |
| Food Bank | X | | | |
| Draper Farms | X | | | |
| Laundry Mat-24 Milford-Harrington Hwy | X | | | |
| Delaware Mini Storage | X | | | |
| La Kramer | | | | X |
| Deep Branch Plaza | | X | | |
| | | | | |
| | | | | |
| | | | | |



TO: Mayor and City Council

FROM: Rob Pierce, AICP - Planning Director

DATE: May 4, 2022

RE: April 2022 – Planning Department Staff Report

- During the first four months of the 2022 calendar year, the City issued 19 new residential construction permits. The total construction investment in Milford through the end of April 2022 based on issued building permits was \$7,508,579.
- The City of Milford has seen 120 projects with a committed investment of over \$25.1 million within the Downtown Development District (DDD) area since September 2016 (based on permit valuations from submitted applications). The State of Delaware has committed or awarded over \$2.68 million in grant funds for both large and small commercial and residential projects in Milford. The City has waived over \$521,000 in permit fees and taxes associated with these projects in accordance with Chapter 19 Economic Development and Redevelopment and DDD program guidelines.
- The Planning Commission will review three land use applications and four comprehensive plan amendment requests at the May meeting, which include the following; a conditional use application for 1018 Properties LLC for the conversion of a former floral shop on N. Walnut Street into a contractor's establishment, a revised final site plan for Lighthouse Christian Church, a final site plan extension request for the Deep Branch Plaza project located along S. Rehoboth Boulevard, a comprehensive future land use amendment for the Deep Branch & Herring Branch Greenway, a comprehensive plan transportation chapter text amendment, a comprehensive plan amendment request from Mr. Wiggles LLC to change the future land use of land east of SR1 from low density residential to commercial and a comprehensive plan amendment request from Country Life Homes Inc to change the future land use of land east of SR1 from low density residential to commercial.
- The Board of Adjustment will review one variance application at the May meeting regarding a height variance request on a detached garage on Roosa Road.
- The City received a final major subdivision resubmission for Knight Crossing – Phase 2A which is currently under review.
- The City reviewed the final site plan submission for the Food Bank project and provided plan review comments to the applicant.
- The City reviewed the final major subdivision resubmission for the Cypress Hall – Phase I & II development and provided plan review comments to the applicant.
- The City reviewed the final site plan resubmission for the Wash-it project and provided plan review comments to the applicant.
- The City reviewed the final major subdivision resubmission for the Wickersham development and provided plan review comments to the applicant.

- Rental registration violation notices were mailed to those properties that were not registered with the City. Additional violation notices will be mailed in May for non-renewals and other properties identified during recent audits.
- Held a project coordination meeting with the developer of Hearthstone Manor II located between Marshall Street and Elks Lodge Road. The developer would like to schedule a preconstruction meeting with the City and is working on obtaining and renewing State approvals.
- The Building Official and Planning Director attended FEMA NFIP training for floodplain administrators.
- Staff continues to work towards implementing the goals and objects of the 2018 Comprehensive Plan, SE Master Plan, Downtown Development District (DDD) application, Rivertown Rebirth Master Plan and Strategic Plan (see below links).
 - [2018 Comprehensive Plan & SE Master Plan \(Click Here to View\)](#)
 - [Downtown Development District Plan \(Click Here to View\)](#)
 - [Rivertown Rebirth Master Plan \(Click Here to View\)](#)
 - [Strategic Plan – Press Play: Vision 2023 \(Click Here to View\)](#)

Case Activity:

| | Total |
|-------------------------------|-------|
| New Cases | 114 |
| Closed Cases | 34 |
| Open Cases at Start of Period | 221 |
| Open Cases at End of Period | 301 |

Violation Activity:

| New Violations Cited | Total |
|--------------------------------|------------|
| Abandoned Vehicle | 2 |
| Dangerous Tree | 1 |
| Furniture Violation | 0 |
| Generic Violation | 3 |
| Property Maintenance Violation | 5 |
| Rubbish & Garbage | 1 |
| Weeds & Grass | 102 |
| Zoning Use Violation | 0 |
| Total | 114 |

Rental Licenses Issued: 47

Vendor Licenses Issued: 0

Contractors Licenses Issued: 29

Business Licenses Issued: 11

Building Permits Issued:

| Permits Issued by Type | Count |
|---------------------------------------|-----------|
| Commercial Demolition | 0 |
| Commercial Foundation | 0 |
| Commercial Building Permit | 4 |
| Construction Trailer | 0 |
| Residential Demolition | 0 |
| Residential Building New Construction | 3 |
| Residential Renovation/Accessory | 7 |
| Roof/Siding Permit | 7 |
| Sign Permit | 1 |
| Solar Panel Permit | 0 |
| Utility Permit | 1 |
| Total | 23 |

Inspections Performed:

| Inspections Performed by Type | Count |
|-------------------------------|-----------|
| Footer | 11 |
| Foundation | 15 |
| Framing | 16 |
| Insulation | 2 |
| Final | 48 |
| Residential Rental | 9 |
| Total | 92 |

PARKS & RECREATION DEPARTMENT
207 Franklin Street
Milford, DE 19963



PHONE 302.422.1104
FAX 302.422.0409
www.cityofmilford.com

TO: Mayor and City Council

FROM: Brad Dennehy-Parks and Recreation Director

DATE: May 2, 2022

RE: April 2022 – Parks and Recreation Staff Report

- Park staff continued to do weekly trash runs in the downtown of municipal trash and recycling cans.
- All mulch beds owned by the City were completed with mulching in April.
- Preparations at Tony Silicato Memorial Park were made for the spring season (bathrooms were reopened, trash cans placed, soccer goals installed, and fields cut and lined).
- First day of cutting grass on City owned facilities began on April 1st.
- Remainder of small lights in trees on Walnut Street and North West Front street were removed.
- Preparations continued for the Community clean up day, including generating maps for zones, assisting with dumpster location, and general mobilization planning.
- A successful Community clean-up day was held April 9th, with over 215 people attending including the Mayor, members of Council and the City Manager.
- Ball fields were cut and maintained in preparation of the opening of Little League parade and opening day.
- Flag football fields was prepared for the season with cutting and lining.
- Several tree limbs were removed from around the Banneker basketball courts by park staff.
- Park Superintendent attended two Freedom Festival meetings.
- A general maintenance of inside and outside of the Public Works yard was performed by park staff.
- A new dual cab pickup truck which had been on delay for several months was finally received. This is a replacement vehicle for parks crews and was previously approved under the CIP plan.
- New Arborist Joe Balog began work on April 4th. He spent the first couple of weeks getting equipment and vehicles sorted out, meeting other key City employees and touring priorities. This included electric distribution and transmission lines, right of way trees and vegetation and working with code enforcement to identify property issues and trees. He has begun responding to complaints that come in via either customer service or public works and has the new City "App" installed on his smart phone.

- Two interviews were held for the arborist helper position, with a likely third interview occurring soon.
- It has been a busy spring season in recreation with outdoor soccer, field hockey, tennis, and flag football.
- Soccer practices are held during the week with games on Saturday and an instructional clinic for 5-6 years old held on Tuesday nights.
- Field hockey is held for both beginner and intermediate player on Sundays with a new instructor Ms. Marcy McKee who was also named teacher of the year for the Milford School District.
- We brought back our tennis clinic this spring with new instructors for both beginner and intermediate players with a twice a week instruction and have over 30 participants in this program.
- Due to the popularity and a demand we offered spring flag football with our seasoned coach Jim Tkach, this is a very popular program with the youth.
- Staff continue to finalize plans for our “Summer Fun Club” with the majority of our seasonal summer staff returning for this popular daily 6-week program.
- Director continued to work on both operating budget and CIP budget for Parks and Recreation. Meetings were held with finance department; the City Manager and other department heads and CIP was presented to Mayor and Council on 4/20/22.
- Director continued to attend weekly WIIN group meeting with Slaughter beach coalition.
- Director attended Electric Superintendent tour of candidate and follow up discussion.
- Director was interviewed by members of the Delaware Sea Grant Advisory regarding strategic planning.
- Director attended the spring meeting of the Delaware Sea Grant Advisory Council regarding their four-year strategic plan.
- Director met with the City Manager, Planning Director, and City attorney regarding further land acquisition.
- Director continued to work on capital projects with landscape architect to get projects out to bid.







HUMAN RESOURCES
10 SE Second Street
Milford, DE 19963

PHONE 302.424.5142
FAX 302.424.5932
www.cityofmilford.com

TO: Mayor and City Council
FROM: Jamesha C. Williams, MBA, MSL- Human Resources Director
DATE: May 3, 2022
RE: April 2022 –Human Resources Department Staff Report

- Onboarded new hire for the position of Electric Ground Technician.
- Job offer was extended and accepted for the position of Electric Director with a start date of May 23, 2022.
- Interviews were conducted for the positions of Facilities & Maintenance Coordinator, Public Works Equipment Operator, Electric Director and Arborist Ground Helper.
- Employee Appreciation Event scheduled for Friday, May 20, 2022 at the Public Works Facility.

Recognition:

- Lucas David was promoted to Cash Operations Clerk I effective April 1, 2022
- Mike Svaby, Public Works Director and Melody Barger, Local Government Management Fellow both graduated from the ICMA High Performance Leadership Academy on April 15, 2022.
- Rooster Recipient: Ashley Waller, Permit Technician II. Ashley received the rooster for being an awesome team player.
- Delaware Municipal Supervisory Management Institute Graduates: Partnership with Wilmington University.

2021/2022 Graduates:

Nancy Martino, Recreation Coordinator, Vincent Waydelis, Head Mechanic, Steve Ellingsworth, Public Services Superintendent, Sandra Peck, Accountant and Stephen Zeveney, Technical Services Supervisor. Other graduates included: City of Dover, Kent County, City of Lewes, State of Delaware, Town of Milton, City of Newark, Town of Townsend and Town of Bridgeville.

2021/2022 Wilmington University Delaware Municipal Supervisory Institute Instructors:

- Dr. Rob Rescigno, AVP, Academics, Wilmington University
 - Leadership
- Ms. Jen Cohan, Secretary, Delaware Dept. of Transportation
 - Motivating Employees & Customer Service
 - Quality Interviews and Candidate Selection
- Dr. Frank Ingraham, SHRM
 - Managing Performance & Performance Appraisals
 - Benefits & Onboarding
- Dr. Kathy Kennedy-Ratajack, Dean, College of Business
 - Strategic Planning
 - Managing Workflow & Budgeting
- Mr. John Yeomans, Delaware State Police (retired); Manager, ATF
 - Managing Conflict
 - Successful Supervision

To: City Council and Mayor
From: Sara Bluhm, Economic Development & Community Engagement Administrator
Subject: March Monthly Report
Date: May 4, 2022

Economic Development

- Met internally to discuss possible EV Charging Station SEDIP
- KEP and DPP representatives toured Milford Corporate Center area and reviewed Milford's economic development initiatives
- Will be a featured economic development leader by DPP during Economic Development Week (May 9-13) with an article and headshot on their website. Article interview occurred on 4/14.
- Met with KEP, Rockport and municipal members to review data
- Visited UD DATI Office at Milford Wellness Village. They're officially leased and setting up the lending library. Ribbon cutting celebration forthcoming based on VIP availability.
- Kicked off Milford Corporate Center master plan design with BMG and development partners
- Met with City Manager, Planning Director, and Bayhealth representatives regarding their commercial property

Community Engagement

- Finalized Milford Community Clean Up registration and managed day-of check-in and registration. 218 volunteers attended.
- Hosted Polytech High School Environmental Science class for a solar panel presentation and tour of the solar field on Airport Rd.
- Rebuilt and expanded P&R website
- Began researching Keep Kids Alive Drive 25 campaign and creating task force for a National Night Out kickoff

Meetings/Trainings

- Facilitated weekly NE Front St. Update meetings with Engineer and Project Manager on 4/1 and 4/8. Updates were emailed the week of 4/15 and 4/22 due to holiday and vacation. Project Manager had no update on 4/29.
- Electric Superintendent interview/tour
- Procedures Working Group met to evaluate and streamline internal processes; topic: how to open a business
- Attended monthly Community Conversation – Bayhealth residency program presentation
- Internal budget request meeting with Finance Dept. and City Manager
- Attended two WIIN meetings, including an in-person meeting to ID and rename varying Riverwalk segments in the Vulnerability Study
- Attended quarterly DPP Partners Meeting at DE Public Archives in Dover
- Met with Slaughter Beach Town Manager and introduced her to Kent County Tourism Director and new Services Manager

- Attended DMI Economic Vitality Committee monthly meeting; discussed Civic Pride Workshop
- Met with KEP for quarterly check-in; several Milford properties were submitted for recent site proposals
- Attended recurring SeeClickFix meetings for technical and marketing assistance.
- Attended Kent County Tourism Board Meeting

Social Media/Website

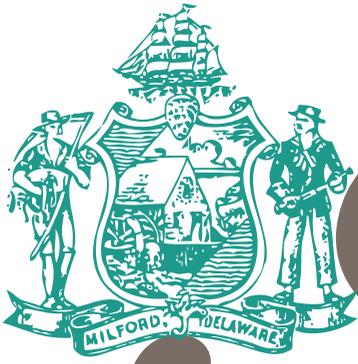
- April 2022 Insights:
 - City of Milford Facebook: 22 new likes (total: 2,509); 19,777 reached (6,094 last month); 456 page visits (521 last month)
 - Parks & Rec Facebook: 35 new likes (total: 2,617); 2,444 reached (8,004 last month); 515 page visits (637 last month)
 - Instagram: 41 new likes (total: 999); 806 accounts reached (661 last month); 87 profile visits (62 last month)
 - Twitter: 658 impressions, 269 profile visits, 5 mention, 1,351 followers
 - Website: 71,969 users (104,174 last month); 77,390 sessions (110,034 last month); 30,579 pageviews (32,482 last month)
 - ChatBot: 78 self-service resolutions; 58.6% self-service resolution rate; \$390 cost savings
 - MyMilford: 54 issues created; 41 issues closed; Average Days to Close: 1.1
 - App Store: 55 downloads (280 all time downloads)
 - Google Play Store: March & April #s unavailable by packet deadline

Email Campaigns

- April utility newsletter to customers who receive e-bills (3,632): 51.8% open
- April business newsletter (audience: business license holders, 605): 32.1% open

Press Releases & Coverage

- City of Milford Awarded Site Readiness Funds (April 6)
 - DE State News: City of Milford Awarded Site Readiness Funds (April 6)
 - MilfordLIVE: City of Milford Awarded Site Readiness Funds (April 7)
- City of Milford invites Public to 2022 Comprehensive Plan Amendment Open House (April 14)
 - MilfordLIVE: City of Milford invites Public to 2022 Comprehensive Plan Amendment Open House (April 18)
- City of Milford, Downtown Milford, Inc. to Unveil Photo Stop (April 18)
 - MilfordLIVE: City of Milford, Downtown Milford, Inc. to Unveil Photo Stop (April 20)
 - WRDE Interview – story to air in May
- City of Milford Awards Police Station Construction Bids (April 29)
 - WBOC: WBOC News at 6 - April 29, 2022
 - DE State News: Bids awarded for new Milford police station (May 1)



Milford

River Town • Art Town • Home Town

DELAWARE

MyMilford

The MyMilford app is the fastest, easiest way to submit non-emergency requests to your community, stay updated, and initiate change in your community! Please download to your smartphone or submit a request at <http://cityofmilford.com/535/MyMilford>

May Community Happenings

Visit the new Community Calendar on the City website (<http://cityofmilford.com/calendar.aspx?CID=14>), to view the latest community events and public meetings. If your organization is hosting a public event and you'd like it included on the calendar, submit your event under the How Do I... drop down on the website.

City Council Meetings:

- **Monday, May 2, 7pm:** City Council Annual Organizational Meeting
- **Monday, May 9, 6pm:** City Council Meeting
- **Monday, May 16, 5:30pm:** Budget Workshop
- **Wednesday, May 18, 5:30pm:** Budget Workshop
- **Thursday, May 19, 5:30pm:** Budget Workshop
- **Monday, May 23, 6pm:** City Council Meeting

County Plaque Unveiling

The City of Milford and Downtown Milford, Inc. (DMI) will unveil a new #photostop in the heart of Downtown Milford – the Mispillion River, which splits the city into two counties – Kent and Sussex – on Saturday, May 21 at 11am. The public is invited to witness the unveiling.

The new photo opportunity will be designated by two 60" plaques mounted to the brick flower planters in front of the Santa House/North Pole Creamery (1 S. Walnut St.). In time, the new Walnut St. bridge deck design will also incorporate a county line designation.

Funding for the signs was provided to DMI by WSFS Bank.

Parks & Rec Summer Fun Club

Registration opens May 1. June 27-July 1, July 5-9, July 11-15, July 18-22, July 25-29, and August 1-5. 8:30 a.m. to 2:30 p.m. Location: Mispillion Elementary (Mon.-Thurs.) and Parks and Rec Office (Fri.). Cost: \$150 for week 1, 3, 4, 5, and 6; \$125 for week 2 (short week due to July 4 holiday). Call 302-422-1104 for questions.

2022 Comprehensive Plan Amendment Open House

The City of Milford will host an Open House on Wednesday, May 4, 2022, from 6-8pm at the Public Works Facility (180 Vickers Drive) to discuss a requested change to the Comprehensive Plan Future Land Use. The property owner of approximately 110 acres of undeveloped land east of State Route 1 requested a change from Low Density Residential to Commercial.

The applicant, City staff and representatives from various State agencies will be available during the two-hour period to discuss the status of development in the Southeast Neighborhood and provide information related to the proposed change in future land use designation.

City of Milford Comprehensive Plan amendment requests are compiled annually for Planning Commission and City Council consideration, which is done through a public hearing process. Ordinances for the 2022 Comprehensive Plan Amendment requests will be reviewed during public hearings, which will be held at City Hall, 201 S. Walnut St., on the following dates:

Tuesday, May 17: Planning Commission, 7pm

Monday, May 23: City Council, 7pm

Senior Tax Credit

Those who meet the Senior Tax Credit requirements found on the City's website (<http://cityofmilford.com/CivicAlerts.aspx?AID=986>) should file a Property Tax Exemption Application with the City of Milford by Wednesday, June 1.

Public Utility Education

Electric Rates

As a residential property owner in the City of Milford Electric Utility service area, your rates can be found on the City website - Customer Service - Utility Payments, Bills, Rates and More.

The cost of producing and transmitting electricity from the generation source to the City's interconnection is market-driven and subject to regulatory costs. In addition to wholesale power costs, the City's distribution costs include capital investment and financing costs, maintenance of substations, distribution lines, service connections, metering, and technology, as well as billing and customer service operating costs.

The majority of the electric energy the City distributes to its more than 6,800 residential service customers is purchased at wholesale rates from the Delaware Municipal Electric Corporation (DEMEC), a municipal joint action agency owned and managed locally by eight public power cities and towns in Delaware, including Milford. DEMEC supplies these requirements from a combination of market sources and a portfolio of owned generation assets, including utility scale solar and wind generation facilities through participation in the nation's largest interconnected electric grid, PJM, a regional transmission organization.

Milford's residential electricity rates generally change each year, on or about the start of the new annual fiscal cycle. Review the chart below to see the slight monthly facilities charge increase, but also the per kWh charge decreases effective July 1, 2022. These rates are effective year-round and do not change seasonally. Seasonal electric rates were eliminated from the rate structure more than three years ago.

| Rates | Current Year | Effective 7/2/22 |
|---------------------------|--------------|------------------|
| Monthly Facilities Charge | \$20.00 | \$21.00 |
| Block 1 (0-2,5000 kWh) | 0.10456/kWh | 0.10353/kWh |
| Block 2 (excess) | 0.11656/kWh | 0.11553/kWh |

If you have any questions concerning your City of Milford utility bill, please contact Customer Service at 302-422-6616.

Employee Spotlight

Faith Argo

Accounts Payable Coordinator

1. How long have you worked for the City of Milford? 20 years
2. Have you always worked in this role? Yes
3. What is your favorite thing about working for the City? Working with my co-workers and appreciating all the friendships I have made over the years.
4. What do you enjoy doing in your free time? Spending time with my family, especially my nieces & nephew, shopping, gardening & watching movies.



Faith is our anchor in the Finance Department. She does a fantastic job helping employees and serving the City's vendors, but that's just the beginning. She greets everyone with a smile, treats people with the professional kindness and respect they deserve, and puts the City first every day. The City is in good hands with people like Faith fulfilling our mission, and I'm personally spoiled to have Faith in Finance.

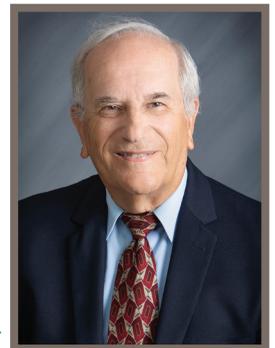
- Lou Vitola, Finance Director

Council Spotlight

Dan Marabello

Ward 1 Councilmember

1. How long have you been a member of the City Council? 3 years
2. What previous city roles have you held? Mayor, board member and treasurer of Downtown Milford, Inc.
3. What is your favorite thing about being a Councilmember? My favorite thing about being a Councilmember is having the opportunity and honor in helping to make sound short and long term decisions that will make Milford the best city that it can be for all of our citizens.
4. What is your full time job? Retired but actively volunteering in various organizations including my homeowners association and our local live community theater.
5. What do you enjoy doing in your free time? I enjoy reading, gardening, fixing and making things in my workshop, and socializing with my family and good friends as often as possible.





INFORMATION TECHNOLOGY
201 South Walnut Street
Milford, DE 19963

PHONE: 302-422-1098
www.cityofmilford.com

Date: May 1, 2022
To: Mayor and City Council
From: Dale Matthews, IT Director
Re: April 2022 Information Technology Department Staff Report

Below are updates for IT open projects:

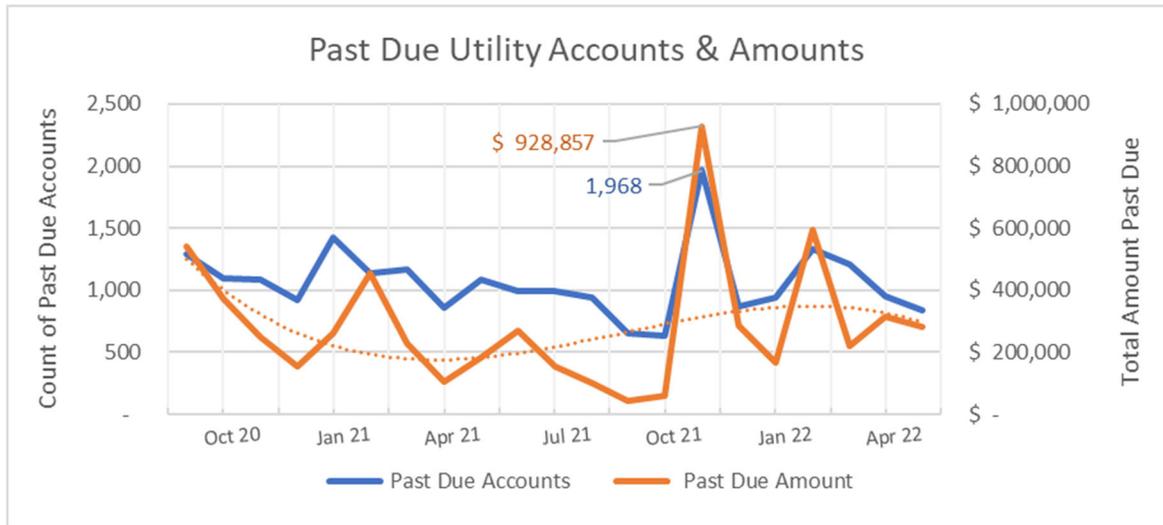
- Security:
 - We completed a security self-assessment provided by the Multi State Information Sharing and Analysis Center MS-ISAC, and we identified several gaps that need to be closed. For security purposes, the gaps cannot be publicly disclosed. However, we will provide updates on the gaps as they are addressed.
- Council Livestreaming:
 - Migration of previous Council Zoom meetings to the City of Milford website is pending City Clerk confirmation and submission of meeting files.
 - Livestreaming planning sessions will begin in early June. Pending necessary approvals, we will be prepared for livestreaming when we complete the network redesign (update below). The network design will provide the speed (upload and download) and security necessary for livestreaming.
- ERP Implementation:
 - The project status is green.
 - We've begun data migration discussions with Central Square. They will be providing a resource to extract our data from the existing systems into the required format for the new ERP.
 - We've connected our M365 tenant to Tyler to allow for a single point of authentication / single sign-on.
- Network:
 - The redesign is still on track for July 30 completion. We plan to move to the new fiber circuit by June 15.

To: Mayor and City Council
From: Louis C. Vitola, Finance Director
Date: May 5, 2022
Re: April 2022 Finance Department Staff Report

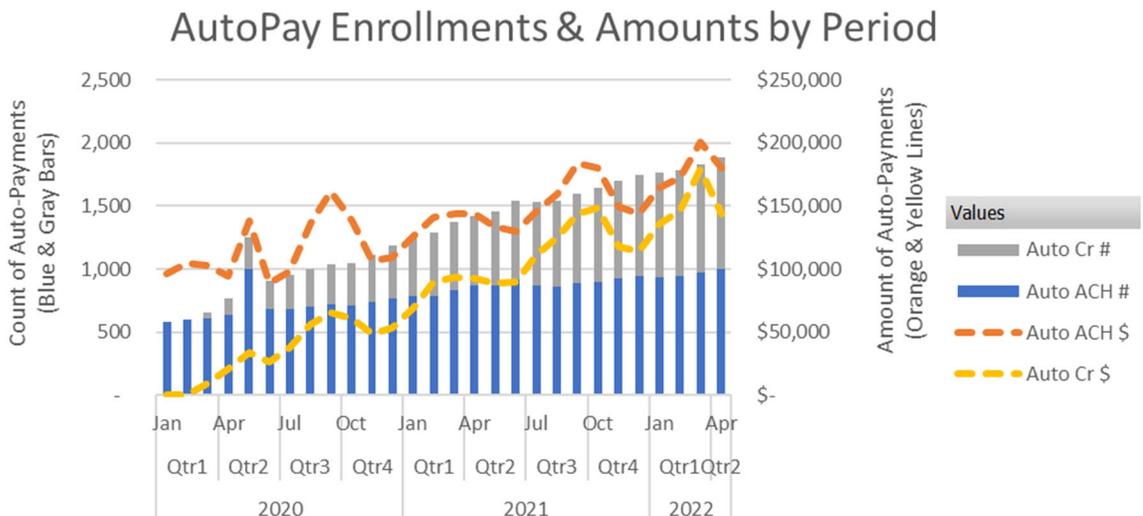
- Monthly Financial Reporting
 - The Finance Report for the FYTD period through 3/31/22 was distributed to Council, approved and posted
- Training and Improvement Efforts
 - Sandra Peck, Faith Argo, Katti Murphy, Suzannah Frederick, other heavy users and I participated in various Tyler ERP sessions throughout April
 - Seven (7) full-day solution orientation sessions related to the Tyler ERP implementation
 - One demonstration dedicated to the inventory module
 - Sandra participated in a US Treasury/ARPA SLFRF Reporting Demonstration
- Staffing
 - Recruitment for Billing Clerk positions picked up steam as applications accumulated for review in May
 - We continue to explore staffing options to insource bill print operations and place project implementation support as the Tyler ERP Implementation is underway
- FY23 CIP and Budget Processes active in March
 - Operating budget meetings with all departments were completed in April
 - Revenue estimates are underway / initial O&M budget draft will be completed for distribution in May
 - The budget schedule for Council Workshops and Meetings follows the FY22 format closely; see attached memo
- Police Facility Project – Planning and Design
 - The bid review team consisting of staff and RYJ completed the review and formed a recommendation we believed to be in the best interests of the City; on behalf of the review team, I thank all members of Council for their input and the conclusion of the bid award process
 - The USDA Financing Application Process remains open
 - Becker Morgan partnered with John Hynes & Associates to prepare parts of the application related to environmental, architectural and design components
 - Mike Svaby and I are coordinating efforts to comply with project inspection, construction manager engagement review and long-term budgeting requirements of the application
- External Reporting Requirements
 - US Treasury: we met the April 30 reporting deadline for the City's use of ARPA funding
 - Dept of Energy: we met the April 30 reporting deadline for the City's power consumption and distribution stats
 - FY21 Audit: we continue working on the audit requirements and look forward to completing and publishing a successful audit, which has emerged as the department's highest priority
- Billing & Customer Service Department
 - We began piloting utility payments by phone in April using a manual process (live Clerk on phone)
 - Once the process is more completely vetted and all Cash Operations Clerks are trained on payment acceptance, we will make the appropriate announcements and expand customer outreach

• Billing & Customer Service Department, Continued

- A variety of the Customer Team’s IT hardware and third-party systems have undergone upgrades in the last few months, resulting in system downtime (such as credit card processing, billing data file transfer, etc), intermittent phone outages and other barriers to service excellence.
- The impact on our collection efforts had been evident the last three months, especially in the context of the comparison between current year and prior year



- However, this month’s activity shows continued recovery of cashflow and better alignment with the trailing-20-month average.
 - The dollar amount past due (solid orange line) is 1% lower than the average for graphed periods but about 50% higher than April 2021, which followed a 20-month low set in March 2021
 - The count of accounts having any amount past due (blue line) is 22% lower than the average over all periods and 23% lower than last April
- The City’s ability to enforce the dunning and collection methods at its disposal are dependent upon constrained variables (such as staffing authorization and technical constraints), the regulatory environment, and items outside of the City’s control (such as weather, systemic economic conditions).
- Dunning and collection are measures to overcome undesired behavior, while the City’s services like budget billing and auto-payment are measures to encourage desired behavior.
- The graph below exhibits the number and dollar amount of automatic payments by type and period since 2020. We will continue to build on the efforts made in the last two years to increase enrollment.





- Billing & Customer Service Department, Continued
 - A breakdown of property taxes outstanding follows below with differentiation between the current tax levy and previous tax levies.
 - The past due amounts compare favorably in total to the past due amounts reported one year ago¹:

| Property Tax Levy | Past Due (\$000) as of: | | | | | | |
|-------------------|-------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | 11/1/21 | 12/1/21 | 1/3/22 | 2/1/22 | 3/2/22 | 4/1/22 | 5/2/22 |
| 2021 (FY22) | \$279 | \$189 | \$145 | \$131 | \$119 | \$97 | \$86 |
| 2020 & Prior | \$213 | \$185 | \$173 | \$172 | \$163 | \$140 | \$144 |
| Total | \$491 | \$374 | \$319 | \$303 | \$282 | \$236 | \$230 |

| Property Tax Levy | Past Due (\$000) as of: | | | | | | |
|-------------------|-------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | 11/5/20 | 12/11/20 | 1/8/21 | 2/1/21 | 3/3/21 | 4/1/21 | 5/4/21 |
| 2020 (FY21) | \$229 | \$133 | \$108 | \$102 | \$95 | \$95 | \$77 |
| 2019 & Prior | \$250 | \$230 | \$221 | \$218 | \$208 | \$208 | \$193 |
| Total | \$479 | \$362 | \$329 | \$321 | \$303 | \$303 | \$270 |

¹ The amount reported in the FY22 (Maroon) table in the “2020 & Prior” row starting with 2/1/22 excludes \$21,560 in code enforcement amounts transferred to the property tax system during to retain comparability by showing only property tax levies



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

PHONE 302.422.1111
FAX 302.424.3553
www.cityofmilford.com

To: Terri Hudson, City Clerk
Lou Vitola, Finance Director
James Puddicombe, City Engineer
Mike Svaby, Public Works Director
Jon McDowell, HR Administrator
Kenneth Brown, Police Chief
Rob Pierce, Planning Director
Brad Dennehy, Parks and Recreation Director
Jamesha Williams, HR Administrator
Sara Bluhm, Economic Development & Community
Engagement Administrator

From: Mark Whitfield, City Manager
Subject: 2023-2027 Capital Improvement Plan and 2023 Operating Budget
Date: February 9, 2022

2023 – 2027 Capital Improvement Plan (CIP)

A working copy of the CIP will be sent to you by February 4, 2022. Please update your section of the spreadsheet by color coding in **RED** any project that has been completed, and in **BLUE** any new, updated, or added project. Any project with no change should remain in **BLACK**. Use the drop-down in the rightmost column to indicate how the proposed project aligns with the City of Milford Strategic Plan.

The deadline for Capital Improvement Plan submittal is end of day **FRIDAY, FEBRUARY 25, 2022**.
The timeline for the CIP process follows:

- February 9, 2022 – Transmittal of CIP form.
- February 25, 2022 – All CIP information and supporting documentation due to Sandra Peck
- March – Review, question, build spreadsheet, prepare presentation (Sandra//Lou/Mark)
- April 20, 2022 – CIP Draft to City Council for Wednesday Night Finance Workshop
- April 25, 2022 – Council adopts 2023-27 CIP with funding addressed in 2023 Operating Budget.

2023 Operating Budget (FY23 O&M)

Worksheets and information for the 2023 Operating Budget will be distributed in March. The deadline for department budget submissions is **WEDNESDAY, MARCH 23, 2022**. Council review of the budget will be in May with final adoption in June. The timeline for the Operating Budget follows:

- February 28, 2022 – Worksheets distributed to supervisors
- March 23, 2022 – All worksheets and supporting documentation due to Sandra Peck
- April – Review and update spreadsheets (Sandra/Mark); Tax Rev & Utility Margin (Lou)
- April 11-15, 2022 – Supervisors meetings/questions (Mark/Sandra)
- April 18 - May 2, 2022 – Finalize and prepare budget for presentation (Sandra/Mark)
- May 2, 2022 – New council sworn in
- May 6, 2022 – Draft FY23 Operating Budget to Clerk for distribution to City Council
- May 16, 18-19, 2022 – Evening budget workshops with City Council (two evenings TBD)
- June 6, 2022 – Final FY23 Budget distributed to City Council
- June 13, 2022 – FY23 Budget adoption by City Council

Please reserve the calendar dates for the proposed meetings. If you have a scheduling conflict for meeting dates, please let me know at your earliest convenience.

North Milford Walking Tour

Walk Through the Past



Join several Milford Historians on a guided walk around North Milford. The tour will begin at 9 AM on May 28th, 2022 at the Milford Museum and make stops at the Old Red Mill and peninsula site on the Riverwalk, Parson Thorne Mansion and cemetery, and the early tannery district on Mill Street. It will continue along Milford's first main street to discuss early merchant's homes. The walk will continue along

May 2022

28

Limited tickets available!

Delaware League of Local Governments

Monthly Dinner Meeting

Thursday, May 26, 2022 - 5:30 p.m.

Maple Dale Country Club
180 Mapledale Rd, Dover, DE 19904

Keynote Speaker:

Jim Purcell

**Director of Development
Energize Delaware-Empowerment Grant**



Thank you to our program sponsor!

**RESOLUTION XXXXXX
EXHIBIT A**

**City of Milford
City Council
Rules of Procedure**

Regular meetings of City Council shall be held on the second and fourth Monday of each month at Milford City Hall and shall commence at 6:00 p.m. In the case of a holiday on said Monday, the meeting shall be on the next business day. There shall be only one regular City Council meeting held on the second Monday of the month of December. Additional workshop meetings may be held on alternate Wednesdays to begin at 6:00 p.m. when needed.

**City Council Regular Meetings
Order of Business**

Unofficial Public Comment Period (First 15 minutes—related to agenda items only)

1. Call to Order
2. Invocation & Pledge of Allegiance
3. Approval of Previous Minutes (On second Monday only.)
4. Public Hearing (*fourth Monday only, as needed. See below for procedures.*)
5. Approval of Consent Agenda
6. Monthly Finance Report (*second Monday only*)*
7. Council Business
 - a. Recognition (If needed, this item is for recognition of City staff (new or special achievements) or Proclamations for community members who have made special contributions to improve the quality of life of our community.)
 - b. Staff Reports (Second Monday only)
 - i. Police Report
 - ii. City Clerk Report
 - iii. Monthly City Manager Report:
 - iv. Public Works Department
 - v. Planning & Zoning Department
 - vi. Parks & Recreation Department
 - vii. Human Resources
 - viii. Economic Development & Community Engagement
 - ix. IT Department
 - x. Finance Department
 - c. Ward Reports & Communication (*second Monday only*)
8. Unfinished Business (Items included in this section are ordinances introduced at a prior meeting, or items postponed from previous City Council meetings. The order in which items will be addressed is as follows:)
 - a. Presentation / Report by staff, consultants or others
 - b. City Council Discussion / Questions
 - c. Public Comment as applicable
 - d. Council Action (Approve, Deny or Postpone)
9. New Business (The order in which items will be addressed is as follows:)
 - a. Presentation / Report by staff, consultants or others
 - b. City Council Discussion / Questions

- c. Public Comment as applicable
- d. Council Action (Approve, Deny or Postpone)

10. Executive Session (If needed and only if included on agenda.)

11. Adjourn

**City Council Workshop Meetings
Order of Business**

- 1. Convened
- 2. (The order in which items will be addressed is as follows:)
 - a. Presentation / Report by staff, consultants or others
 - b. City Council Discussion / Questions
- 3. Concludes

**City Council Executive Session (ES)
Order of Business**

- 1. Motion and Give Reason for ES (In Open Meeting)
- 2. Go into closed session
- 3. Close Doors
- 4. Items (as allowed by statutes cited)
- 5. Leave ES
- 6. Open Door
- 7. Motion to go back into Open Session
- 8. Motion as a result of ES discussion (if any, to Approve, Deny or Postpone)
- 9. Motion to Adjourn

City Council Public Hearing Procedures

Effective: April 25, 2022

The Solicitor shall preside over Public Hearings and follow these steps:

1. Call the Public Hearing to order.
2. City Solicitor will explain the procedure.
3. City Solicitor will identify the application or subject by name and number.
4. City Planner - In the case of land use or similar matters, the Solicitor will call on the City Planner or other appropriate staff to establish advertising was done as required by law and to review the application or subject.
5. Solicitor will then call on the applicant or representative to concisely present their application. The applicant is asked to limit their presentation to 15 minutes. If the application is sufficiently complex that more time is necessary, the applicant should notify the City Clerk prior to the meeting and the Solicitor will determine and announce if additional time is granted.

Questions may be asked by the City Council or the Mayor during the testimony to clarify comments or statements made during the remarks. The Mayor must recognize speakers first. However, City Councilmembers should reserve discussion or expression of opinions until the deliberation portion of the Public Hearing.

6. Solicitor will then invite testimony from all who favor the application (up to three minutes per person).
7. Solicitor will then invite testimony from all opposed to the application (up to three minutes per person).
8. Solicitor will then invite testimony from those not opposed or in support of the application (up to three minutes per person).
9. After everyone has spoken, the Solicitor turns the hearing back to the Mayor who declares the public hearing closed.
10. The City Council discusses the application based on the merits presented, after which the Mayor will call for a motion.
11. A roll call vote will be conducted on the motion with each Councilmember voicing her/his vote (aye or nay) followed by a brief reason for supporting or opposing the motion based information presented on the record. The order of the roll call vote will change with each such vote and will be tracked by the City Clerk.

City Council Public Comment Procedures

Public Comment (non-Public Hearings) is an opportunity for individuals to speak before City Council at designated times during meetings.

1. Public Comment is limited to items noted for Public Comment on the published agenda.
2. Individuals wishing to speak during said times shall complete a colored Public Comment card provided at the entrance of the Council Chamber and place the completed card in the box at the end of the Council desk prior to the start of the meeting.
3. Public Comment will follow any staff report and any discussion by the City Council.
4. At the appropriate time, individuals who have signed up for public comment will be called forward to the podium by the Mayor to speak. When recognized by the Mayor, a speaker should approach and speak from the podium, if they are able, state their name and address and

commence with their comments. Speakers are asked to please be sure to speak into the microphone so comments are recorded. Speakers are limited to three minutes each. These time limits may be extended by the Mayor, if in his/her opinion, the speaker is representing a contingent of individuals present at the meeting and the speaker is acting as spokesperson so that every individual will not need to speak.

5. If the speaker has items to be distributed to the City Council or to staff, they are asked to please provide them to the City Clerk's Office by noon on the Wednesday prior to the meeting. No items will be distributed during the meeting.
6. Speakers shall remain polite, civil and respect the decorum of the City Council meeting. Comments are to be addressed to the Mayor and City Council as a whole, and should not include insults, personal attacks, etc. Certain topics are not appropriate for public discussion or to be addressed to City Council per the City Charter and the Delaware Code. Accordingly, speakers are asked to refrain from addressing personnel matters, topics that should only be discussed in Executive Session, or subjects that are not otherwise within the authority or responsibility of the City of Milford or the City Council. Speakers who, in the opinion of the Mayor, are not following these expectations may be cut off and asked to leave the podium. Once the comments are completed, the speaker should be seated or may leave the Council Chambers.
7. Audience members are asked to please be courteous to those who are speaking during public comment by refraining from applause, cheers or commenting from while others are speaking.

Additional Procedures

Public Posting Compliance: In accordance with state FOIA regulations and the Charter, the final agenda for all City Council meetings will be prepared and posted by the City Clerk at least seven days prior to the meeting. The final agenda will be posted on the City website and the link will be emailed to the Mayor, City Council members, the City Manager and department heads no later than seven days prior to the meeting.

Agenda items will be established by the City Manager, the Mayor and the City Clerk. Staff reports, supporting materials, presentations, memos, etc. for the packet shall be emailed to the City Clerk's Office no later than the Wednesday prior to the meeting. The packet will be posted on the City website and the link emailed to the Mayor, City Councilmembers, the City Manager and department heads no later than the Friday morning prior to the meeting.

Councilmembers are encouraged to review the agenda and packet prior to the meeting and are requested to contact the City Manager or Police Chief, in the case of items originating from the Police Department, with questions that may require additional information or research by noon on the day of the meeting.

Cancellation of Meetings: Cancellation of any meeting shall be at the discretion of the Mayor as circumstances may require. In any case, as much notice of said cancellation as is practical shall be given through the City Clerk's Office to City Council members, the City Manager and department heads and shall be posted on the City's website.

Minutes: Minutes shall be kept of all City Council meetings, including the language of and votes upon all motions. The City Clerk's Office will strive to have minutes of the prior meeting prepared and included in the appropriate monthly packet. Audio recordings shall record the business transacted at all City Council meetings and shall be stored for future reference according to the approved Record Retention Schedule for the State of Delaware. Minutes shall be prepared of all executive session meetings by the City Clerk and shall be maintained under the custody, control, and supervision of the City Clerk.

Consent Agenda: A Consent Agenda may be used to approve a group of matters with one motion and vote at the beginning of the meeting. This is used for routine matters and/or items that have been vetted through prior City Council discussion. Prior to approving the Consent Agenda, the items are to be read aloud by the City Clerk so that everyone in the room is aware of the items that will be approved together, with one vote. Prior to the vote, any Councilmember may request an item be removed from the Consent Agenda for more detailed discussion.

Parliamentary Procedure: The Mayor shall have authority to manage meetings in accordance with the Charter and these procedures, with the City Solicitor serving as Parliamentarian when in attendance. In those matters not covered by these Rules, and where not in conflict with the Laws of Delaware or the Ordinances of the City of Milford, Robert's Rules of Order (most current published edition) shall be the parliamentary authority.

021218
042022
050922

MOORE & RUTT, P.A.

ATTORNEYS AT LAW

MILFORD OFFICE

P.O. BOX 612
830 S. DUPONT BLVD.
MILFORD, DE 19963
(302) 424-2240 FAX (302) 856-4518
(Wed. & Thurs. & By Appointment)

GEORGETOWN OFFICE

P.O. BOX 554
122 W. MARKET STREET
GEORGETOWN, DE 19947
(302) 856-9568
FAX: (302) 856-4518

WILMINGTON OFFICE

1007 NORTH ORANGE STREET
SUITE 446
WILMINGTON, DE 19801
(302) 463-7537
FAX: (302) 856-4518

J. EVERETT MOORE JR*
DAVID N. RUTT**
SCOTT G. WILCOX
JAMES P. SHARP***
DORIAN ROWE KLEINSTUBER
RYAN T. ADAMS
ANNE L. BARNETT

* DE and DC
** DE and PA
*** DE and MD

Reply To Georgetown
 Milford
 Wilmington

April 21, 2022

Mayor Arthur Campbell
Members of City Council
Cit of Milford, Delaware
201 S. Walnut Street
Milford, DE 19963

Re: Milford City Solicitor

Dear Mayor Campbell and
Members of Milford City Council:

It has been an honor to serve the City of Milford as Solicitor since January 2011. Hopefully, this relationship will continue into the future, and I will be reappointed as Solicitor to represent you.

The purpose of this letter is to request an adjustment in my compensation agreement with the City in the event of my reappointment. When I began my representation I did so at a rate of \$200.00 per hour, which was then a substantial reduction from the rate charged to other clients. We all were coming through difficult economic issues, and it was my way of assisting the City. I have held that rate since then, but due to increased salaries and costs across the legal profession I am no longer able to continue providing my services at what is half of my normal hourly rate.

I discussed this with Mr. Whitfield and rather than an across-the-board increase in my hourly rate, he suggested, and I agreed, to explore a fixed retainer means of compensation. I conducted an analysis of my hours (including hours of other attorneys in my firm that provided services) versus fees received. Based on that I propose an annual retainer of \$90,000.00. Using an average of hours over the past three (3) years, that calculates to an hourly rate of \$260.00 if I were to expend the same number of hours. This would cover Moore & Rutt's time for meetings including City Council, the Planning Commission, the Board of Adjustment and those with the City Manager and Department Director. It would also include the numerous telephone calls, review and preparation of documents, responses to email and all other routine aspects of representing the City on a day-to-day basis. It would not include any fees that would be generated by a real estate settlement which fees are established by our title company, fees

collected from third parties such as through a motion sale, or fees for litigation which we would separately negotiate. Fees for those matters would be paid separately and apart from the retainer.

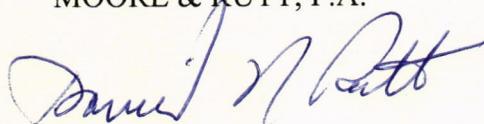
I feel this is a fair and equitable arrangement for both parties. Broken down by the hour it is less than our firm charges other governmental units we represent, and it gives both parties a set monthly figure for budgeting purposes.

I ask you to consider these proposals in the City budget discussions. I also ask you to keep in mind that my service to the City has impacted my ability and the ability of other attorneys in my firm to provide legal services to clients due to potential conflicts of interest. There have been instances where I have had to announce a potential conflict publicly due to my representation of clients prior to my service or based on representation of clients that subsequently had a potential conflict. Due to this, the work I have had to refer elsewhere is incalculable.

Please do not take this as reflecting dissatisfaction with my appointment as City Solicitor. I enjoy all of the work I have performed over the years, and it gives me pride to see the strides Milford, where I was raised and reside, has taken to ensure it will be a wonderful place in the future to raise a family. I look forward to a continuing relationship.

Very truly yours,

MOORE & RUTT, P.A.



David N. Rutt

DNR/dmd

CITY OF MILFORD
NOTICE OF REVISED PUBLIC HEARING
Planning Commission Hearing: Tuesday, May 17, 2022 @ 7:00 PM
City Council Hearing: Monday, May 23, 2022 @ 7:00 PM

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative. This form of writing is not used to influence any decision of City Council:

ORDINANCE 2022-20
Application of 1018 Properties, LLC for a Conditional Use Permit
1.084 +/- acres located along the east side of N. Walnut Street
approximately 300 feet south of the N. Rehoboth Boulevard intersection
Address: 909 N. Walnut Street, Milford, DE
Comprehensive Plan Designation: Commercial
Zoning District: C-3 (Highway Commercial District)
Present Use: Former Florist Shop
Proposed Use: Contractors' Establishment
Tax Parcel: MD-16-174.18-02-02.00

WHEREAS, the applicant proposes to convert the former florist shop and storage area into a food service equipment & HVAC/R contractor's establishment; and

WHEREAS, Chapter 230-14(C)(4) states contractors', craftsmen's or general service shops, including welding and similar shops are allowed upon conditional use approval from City Council; and

WHEREAS, the City of Milford Planning Commission will consider the application during their regular meeting on May 17, 2022, at which time interested parties will publicly comment on the application; and

WHEREAS, Milford City Council will hold a Public Hearing on May 23, 2022, allowing for additional public comment, after which City Council will make a final determination on the application; and

WHEREAS, the notice as required by Chapter 230, was published in the Milford Beacon on April 27, 2022, and provided to property owners within 200 feet of the subject parcel.

NOW, THEREFORE, the City of Milford hereby ordains as follows:

Section 1. Upon the adoption of this ordinance by City Council, a conditional use permit will be granted to 1018 Properties, LLC to allow a Contractors' Establishment at 909 North Walnut Street.

Section 2. Construction shall commence within one year of the date of issuance of the permit, otherwise the Conditional Use becomes void.

Section 3. Dates.
City Council Introduction: May 9, 2022
Planning Commission Review & Public Hearing: May 17, 2022
City Council Public Hearing: May 23, 2022

Section 4. If this ordinance is adopted by City Council, it will become effective 10 days following the date the action is taken. If not adopted, the ordinance becomes null and void unless addressed at a later date. Should that occur, the ordinance would be republished, and new notices mailed to properties within 200 feet of the subject parcel(s).

**CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS**

Planning Commission Hearing: Tuesday, May 17, 2022 @ 7:00 PM

City Council Hearing: Monday, May 23, 2022 @ 7:00 PM

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative. This form of writing is not intended to influence any decision of City Council.

The Planning Commission of the City of Milford will hold a PUBLIC HEARING on an amendment to the City of Milford 2018 Comprehensive Plan on Tuesday, May 17, 2022 at 7:00 pm or as soon thereafter as possible.

A FINAL PUBLIC HEARING is scheduled on Monday, May 23, 2022 at 7:00 pm or as soon thereafter as possible before Milford City Council. Following the hearing, the ordinance may be adopted, with or without amendments.

ORDINANCE 2022-21

AMENDING AND ADOPTING BY ORDINANCE
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN

Amendment #10

DEEP BRANCH & HERRING BRANCH GREENWAY

| | | |
|-------------------------|-------------------------|-------------------|
| 3-30-11.00-002.00 | 3-30-11.00-039.00 | 3-30-11.13-001.00 |
| 3-30-11.00-002.03 | 3-30-11.00-039.07 | 3-30-11.13-002.00 |
| 3-30-11.00-002.05 | 3-30-11.00-039.09 | 3-30-11.13-003.00 |
| 3-30-11.00-008.00 (por) | 3-30-11.00-039.11 | 3-30-11.13-004.00 |
| | 3-30-11.00-350.00 (por) | 3-30-11.13-004.01 |

FUTURE LAND USE DESIGNATION CHANGE

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 7-Establishment; Membership, of the Delaware Code, the City of Milford established a Planning Commission, and

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 702 Comprehensive Development Plan of the Delaware Code, the City of Milford adopted Ordinance 2017-24 the '2018 Comprehensive Plan' on January 22, 2018 to implement the current Comprehensive Plan, and

WHEREAS, during a PLUS review on February 23, 2022, the Planning Director prepared and consulted with the Office of State Planning the tenth amendment to the 2018 Comprehensive Plan; and

WHEREAS, the amendment involves changes to the Comprehensive Plan Future Land Use, which will permit the future land use designation of twelve properties and a portion of two properties to an alternate future land use designation; and

WHEREAS, the City of Milford Planning Commission held a duly advertised public hearing for public review and comment on the tenth 2018 Comprehensive Plan amendment on May 17, 2022 and did recommend approval and adoption of the amendment to the 2018 Comprehensive Plan, and

WHEREAS, the Mayor and City Council held a duly advertised public hearing on the tenth amendment of the 2018 Comprehensive Plan on May 23, 2022 at which time the amendment of the 2018 Comprehensive Plan was

reviewed with the public.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS that the amended 2018 Comprehensive Plan is hereby adopted May 23, 2022 and the amended 2018 Comprehensive Plan for the City of Milford becomes effective on June 2, 2022.

Planning Commission Review & Public Hearing: May 17, 2022

City Council Introduction: May 9, 2022

City Council Review & Public Hearing: May 23, 2022

SYNOPSIS:

Edward M & Susan M Stokes, Elks Lodge Road, Tax Parcel 3-30-11.00-002.00; change in future land use designation from low density residential to open space.

David M. Stokes, Elks Lodge Road, Tax Parcel 3-30-11.00-002.05; change in future land use designation from low density residential to open space.

Mark A & Joyce A Nauman, Elks Lodge Road, Tax Parcel 3-30-11.00-002.03; change in future land use designation from low density residential to open space.

The Greens at Broadview, LLC, S. Rehoboth Blvd, Tax Parcel 3-30-11.00-008.00 (portion); change in future land use designation from low density residential to open space.

City of Milford, S. Rehoboth Blvd, Tax Parcel 3-30-11.00-039.00; change in future land use designation from low density residential to open space.

Annette S Billings, S. Rehoboth Blvd, Tax Parcel 3-30-11.00-039.07; change in future land use designation from low density residential to open space.

Betty F Sharp Trustee, S. Rehoboth Blvd, Tax Parcels 3-30-11.00-039.09 & 039.11; change in future land use designation from low density residential to open space.

Timothy L Golden, Swains Private Rd, Tax Parcel 3-30-11.00-350.00 (portion); change in future land use designation from low density residential to open space.

State of Delaware, Division of Highways, McCoy Street, Tax Parcel 3-30-11.13-001.00; change in future land use designation from low density residential to open space.

Cheryl K Hoey Irrevocable Trust, Marshall Street, Tax Parcels 3-30-11.13-002.00, 003.00, 004.00 & 004.01; change in future land use designation from low density residential to open space.

Additional information may be obtained by contacting Rob Pierce in the Planning Department at either 302.424.8396 or RPierce@milford-de.gov.

041822

Published: Beacon 04/27/22

**CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS**

Planning Commission Hearing: Tuesday, May 17, 2022 @ 7:00 PM

City Council Hearing: Monday, May 23, 2022 @ 7:00 PM

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative. This form of writing is not intended to influence any decision of City Council.

The Planning Commission of the City of Milford will hold a PUBLIC HEARING on an amendment to the City of Milford 2018 Comprehensive Plan on Tuesday, May 17, 2022 at 7:00 pm or as soon thereafter as possible.

A FINAL PUBLIC HEARING is scheduled on Monday, May 23, 2022 at 7:00 pm or as soon thereafter as possible before Milford City Council. Following the hearing, the ordinance may be adopted, with or without amendments.

**ORDINANCE 2022-22
AMENDING AND ADOPTING BY ORDINANCE
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN
Amendment #11
TRANSPORTATION CHAPTER TEXT AMENDMENT**

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 7-Establishment; Membership, of the Delaware Code, the City of Milford established a Planning Commission, and

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 702 Comprehensive Development Plan of the Delaware Code, the City of Milford adopted Ordinance 2017-24 the '2018 Comprehensive Plan' on January 22, 2018 to implement the current Comprehensive Plan, and

WHEREAS, during a PLUS review on February 23, 2022, the Planning Director prepared and consulted with the Office of State Planning the eleventh amendment to the 2018 Comprehensive Plan; and

WHEREAS, the amendment involves changes to Chapter 6 - Transportation of the 2018 Comprehensive Plan, incorporating language pertaining to the 2021 Bicycle Master Plan and identifying problematic intersections and roadways for future transportation studies; and

WHEREAS, the City of Milford Planning Commission held a duly advertised public hearing for public review and comment on the eleventh 2018 Comprehensive Plan amendment on May 17, 2022 and did recommend approval and adoption of the amendment to the 2018 Comprehensive Plan, and

WHEREAS, the Mayor and City Council held a duly advertised public hearing on the eleventh amendment of the 2018 Comprehensive Plan on May 23, 2022 at which time the amendment of the 2018 Comprehensive Plan was reviewed with the public.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:

Section 1. Purpose: The 2018 Comprehensive Plan is hereby amended to modify language in Chapter 6 – Transportation.

Section 2. Sections 6-3a and Figure 8 are hereby removed and replaced in their entirety with the below language;

6-3a. *Bicycle Traffic*

According to DeIDOT's datasets, which can be viewed at www.bikemap.com/de, the entirety of South Walnut Street/North Old State Road is a state bicycle route, bisecting the City north to south. It also lists the full east to west extent of North and Southeast Front Streets as a regional bicycle route.

Milford has actively planned for improved bicycle and pedestrian connections and facilities. In 2011, it published a Bicycle and Pedestrian Master Plan. In 2021, it adopted an update to the bicycle portion of this master plan. Milford's full Bicycle Master Plan update can be seen at <https://www.cityofmilford.com/461/Bicycle-Master-Plan>.

The 2021 Bicycle Master Plan update was a result of a 2-year planning effort, which included several meetings with the Bicycle Advisory Committee (BAC) and several public workshops. The master planning effort identified existing bicycle infrastructure, gaps and impediments in the existing network, reevaluated destinations within the community and made recommendations on proposed route locations and facility types. The bicycle master plan separates the bicycle network into three geographic locations that create loops radiating out from the town center; the northern loop, the southwest loop and the southeast loop. Each of these begin along the Mispillion River and reach out to the different neighborhoods on the periphery of the municipality. The loops connect employment, education, commercial services and recreation with neighborhoods.

Another, relatively new, way of gauging bikeability is Level of Traffic Stress, also known as Low-Stress Cycling. The central premise of the approach is that people choose to ride, or not to ride, their bicycles in very large part due to their discomfort interacting with motor vehicles. Recent research suggests that nearly all other factors, such as signs denoting a bike path, the presence of sharrows, or shoulders have a minimal comparative impact.

Potential users are categorized into four groups: (1) strong and fearless, the avid cyclists that ride racing-style bicycles and who will ride almost anywhere; (2) enthusiastic and confident can generally be envisioned as high-school and college students, along with the cycle commute to work crowd; (3) interested but concerned, accounting for 60 percent of users, who might have bicycles in the garage they'll ride around the neighborhood or put on a bike carrier and haul to the park and ride but are uncomfortable venturing beyond purely residential streets where they would need to ride in proximity to more than the occasional car; and (4) not able or interested who simply does not or will not ride bicycles.

The rationale is that to increase cycling, facilities must be offered that connect meaningful origins and destinations while not exceeding the interested but concerned group's tolerance for traffic stress. DeIDOT planners have adapted this segment-scoring methodology into a Delaware-specific tool that can graphically depict levels of traffic stress. These levels correspond to the user groups. Level One is suitable for grade-school-aged children, Level Two for the interested but concerned, Level Three for the enthusiastic, and Level Four only for strong and fearless.

The Level of Stress Analysis map in the appendix shows a draft of this analysis for Milford. Please note, this is a new methodology and these results are offered as a planning tool and as an illustration Milford may use for critical analysis, not as a finding of fact. Key factors are vehicle speed, traffic volume, physical separation of cyclists from passing traffic, and the suitability of intersections. For more information on Low-Stress Cycling and for a full explanation of how streets are scored, please visit <http://www.ipa.udel.edu/publications/bikeability-assessment-tool.pdf>.

The map quickly reveals that the interior of Milford is quite accessible to cyclists and while there are sections of red and yellow in Milford's interior, would-be cyclists have any number of ways to avoid these sections without adding significantly to their trip. However, access to the Northwest and Southeast Neighborhoods becomes more problematic, as do trips to either of the nature centers, outlined in the City of Milford Bicycle Master Plan. DeIDOT's area analysis would seem to support the city's findings that further improvements would be needed to successfully catalog these routes as bike paths.

Section 3. Sections 6-4e, 6-4f, 6-4g, 6-4h, and 6-4i are hereby added.

6-4e. *Bicycle Master Plan Update, 2021*

The 2021 Bicycle Master Plan update was a result of a 2-year planning effort, which included seven meetings with the Bicycle Advisory Committee (BAC) and three public workshops. The master planning effort identified existing bicycle infrastructure, gaps and impediments in the existing network, reevaluated destinations within the community and made recommendations on proposed route locations and facility types. The bicycle master plan separates the bicycle network into three geographic locations that create loops radiating out from the town center; the northern loop, the southwest loop and the southeast loop. Each of these begin along the Mispillion River and reach out to the different neighborhoods on the periphery of the municipality. The loops connect places of employment, education, commercial services and recreation with neighborhoods.

The goals and recommendations from the 2021 Bicycle Master Plan are incorporated into the City's Comprehensive Plan as outlined in Section 6.6.

6-4f. *N. Walnut Street and Rehoboth Boulevard Intersections*

There are several intersections along the N. Walnut Street and Rehoboth Boulevard corridor that require analysis for transportation improvements. These include major intersections between Route 113 and Marshal's Pond and impact a wide range of traffic types, including industrial truck traffic, school buses, local vehicular traffic, pedestrians and cyclists. Several of these intersections are near schools and improvements would have a positive impact connecting neighborhoods to school sites. Below are list of intersections that should be evaluated for vehicle and multi-modal upgrades:

- *Buccaneer Boulevard & N. Walnut Street*
- *Tenth Street, N. Walnut Street, N. Rehoboth Boulevard, NE Salevan Place, and N. Washington Street*
- *NE Front Street & N. Rehoboth Boulevard*
- *SE Front Street & S. Rehoboth Boulevard*
- *SE Second Street and S. Rehoboth Boulevard*

6-4g. *Southwest Front Street*

Investigate the feasibility of converting Southwest Front Street between N. Church Street and S. Walnut Street to allow for two-way traffic. There is currently a weight restriction on the bridge on Southwest Front Street that crosses the Mispillion River which prohibits oversized vehicles from utilizing Southwest Front Street. If the traffic flow was converted from a one-way condition to two-way, oversized vehicles could avoid the bridge when accessing properties on Southwest Front Street by exiting onto S. Walnut Street. Converting the traffic flow would require analysis of several signalized intersections along Walnut Street, including at Causey Avenue and Southeast Front Street.

6-4h. *Airport Road and Canterbury Road Intersection*

As the City continues to grow, increasing traffic volumes along Airport Road and Canterbury Road have created concerns regarding the current level of service for this intersection. The existing three-way intersection currently has a stop condition at Airport Road heading west bound onto Canterbury Road. The City would like to investigate alternatives for this intersection to improve safety for vehicles and other modes of transportation. Options could include a three-way stop condition, fully signalized intersection or traffic circle.

6-4i. *S. Walnut Street and Jefferson Avenue Intersection*

The intersection of Jefferson Avenue at S. Walnut Street is currently set at an offset and includes a rail road crossing. The City would like to investigate potential improvements to Jefferson Avenue between S. Washington Street to S. Walnut Street across the rail road to the west side of S. Walnut Street that would improve traffic flow and safety for motorists, pedestrians and cyclists.

Section 4. Section 6.6 is hereby amended by adding the following language under objectives.

- *Implement the recommendations from the 2021 Bicycle Master Plan.*
- *Work with the Dover/Kent MPO and DeIDOT to study and improve intersections along N. Walnut Street and Rehoboth Boulevard between Route 113 and Marshal's Pond.*
- *Work with DeIDOT to convert Southwest Front Street from one-way traffic to two-way flow.*
- *Work with the Dover/Kent MPO and DeIDOT to improve the intersection at Airport Road and Canterbury Road.*
- *Work with DeIDOT to improve the intersection at Jefferson Avenue and S. Walnut Street.*

Section 5. Dates.

Planning Commission Review & Public Hearing: May 17, 2022

City Council Introduction: May 9, 2022

City Council Review & Public Hearing: May 23, 2022

041822

Published: Beacon 042722

**CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS**

Planning Commission Hearing: Tuesday, May 17, 2022 @ 7:00 PM

City Council Hearing: Monday, May 23, 2022 @ 7:00 PM

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative. This form of writing is not intended to influence any decision of City Council.

The Planning Commission of the City of Milford will hold a PUBLIC HEARING on an amendment to the City of Milford 2018 Comprehensive Plan on Tuesday, May 17, 2022 at 7:00 pm or as soon thereafter as possible.

A FINAL PUBLIC HEARING is scheduled on Monday, May 23, 2022 at 7:00 pm or as soon thereafter as possible before Milford City Council. Following the hearing, the ordinance may be adopted, with or without amendments.

ORDINANCE 2022-23
AMENDING AND ADOPTING BY ORDINANCE
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN
Amendment #12
COUNTRY LIFE HOMES, INC.
3-30-11.00-070.00

FUTURE LAND USE DESIGNATION CHANGE

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 7-Establishment; Membership, of the Delaware Code, the City of Milford established a Planning Commission, and

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 702 Comprehensive Development Plan of the Delaware Code, the City of Milford adopted Ordinance 2017-24 the '2018 Comprehensive Plan' on January 22, 2018 to implement the current Comprehensive Plan, and

WHEREAS, during a PLUS review on February 23, 2022, the Planning Director prepared and consulted with the Office of State Planning the twelfth amendment to the 2018 Comprehensive Plan; and

WHEREAS, the amendment involves changes to the Comprehensive Plan Future Land Use, which will permit the future land use designation change of Sussex County Tax Parcel 3-30-11.00-070.00 from Low Density Residential to Commercial; and

WHEREAS, the City of Milford Planning Commission held a duly advertised public hearing for public review and comment on the twelfth 2018 Comprehensive Plan amendment on May 17, 2022 and did recommend approval and adoption of the amendment to the 2018 Comprehensive Plan, and

WHEREAS, the Mayor and City Council held a duly advertised public hearing on the twelfth amendment of the 2018 Comprehensive Plan on May 23, 2022 at which time the amendment of the 2018 Comprehensive Plan was reviewed with the public.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS that the amended 2018 Comprehensive Plan is hereby adopted May 23, 2022 and the amended 2018 Comprehensive Plan for the City of Milford becomes effective on June 2, 2022.

Planning Commission Review & Public Hearing: May 17, 2022

City Council Introduction: May 9, 2022

City Council Review & Public Hearing: May 23, 2022

SYNOPSIS:

Country Life Homes, Inc., Coastal Highway, Tax Parcel 3-30-11.00-070.00; change in future land use designation from low density residential to commercial.

Additional information may be obtained by contacting Rob Pierce in the Planning Department at either 302.424.8396 or RPierce@milford-de.gov.

041822

Published: Beacon 04/27/22

**CITY OF MILFORD
NOTICE OF PUBLIC HEARINGS**

Planning Commission Hearing: Tuesday, May 17, 2022 @ 7:00 PM

City Council Hearing: Monday, May 23, 2022 @ 7:00 PM

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford Planning Commission and City Council. City Council has the option to approve or deny the application. By not adopting the ordinance, City Council will deny the application. By adopting the ordinance, City Council will approve the application and the reason for the language being written in the affirmative. This form of writing is not intended to influence any decision of City Council.

The Planning Commission of the City of Milford will hold a PUBLIC HEARING on an amendment to the City of Milford 2018 Comprehensive Plan on Tuesday, May 17, 2022 at 7:00 pm or as soon thereafter as possible.

A FINAL PUBLIC HEARING is scheduled on Monday, May 23, 2022 at 7:00 pm or as soon thereafter as possible before Milford City Council. Following the hearing, the ordinance may be adopted, with or without amendments.

ORDINANCE 2022-24
AMENDING AND ADOPTING BY ORDINANCE
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN
Amendment #13
MR. WIGGLES, LLC
3-30-11.00-056.00

FUTURE LAND USE DESIGNATION CHANGE AND TEXT AMENDMENT

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 7-Establishment; Membership, of the Delaware Code, the City of Milford established a Planning Commission, and

WHEREAS, pursuant to Title 22-Municipalities, Chapter 7-Planning Commission, Section 702 Comprehensive Development Plan of the Delaware Code, the City of Milford adopted Ordinance 2017-24 the '2018 Comprehensive Plan' on January 22, 2018 to implement the current Comprehensive Plan, and

WHEREAS, during a PLUS review on February 23, 2022, the Planning Director prepared and consulted with the Office of State Planning the thirteenth amendment to the 2018 Comprehensive Plan; and

WHEREAS, the amendment involves changes to the Comprehensive Plan Future Land Use Maps and Text, which will permit the future land use designation change of Sussex County Tax Parcel 3-30-11.00-056.00 from Low Density Residential to Commercial; and

WHEREAS, the amendment involves changes to the Comprehensive Plan, Appendix B, SE Master Plan, Future Land Use Maps, which will eliminate proposed Transfer of Development Rights (TDR) Receiving Area #1 on Tax Parcel 3-30-11.00-056.00 and increase the size of TDR Receiving Area #3 on Tax Parcel 3-30-15.00-024.00; and

WHEREAS, the amendment involves changes to Appendix B, SE Master Plan, Chapter 4, replacing Table 4.2 entitled "Milford TDR Receiving Areas" to accommodate the change in future land use designation for the Mr. Wiggles, LLC property; and

WHEREAS, the City of Milford Planning Commission held a duly advertised public hearing for public review

and comment on the thirteenth 2018 Comprehensive Plan amendment on May 17, 2022 and did recommend approval and adoption of the amendment to the 2018 Comprehensive Plan, and

WHEREAS, the Mayor and City Council held a duly advertised public hearing on the thirteenth amendment of the 2018 Comprehensive Plan on May 23, 2022 at which time the amendment of the 2018 Comprehensive Plan was reviewed with the public.

NOW, THEREFORE, THE CITY OF MILFORD HEREBY ORDAINS:

Section 1. Purpose: The 2018 Comprehensive Plan is hereby amended to modify the Future Land Use Maps and associated text.

Section 2. The Future Land Use of Sussex County Tax Parcel 3-30-11.00-056.00 owned by Mr. Wiggles, LLC is hereby changed from low density residential to commercial.

Section 3. The Future Land Use maps of the SE Master Plan are hereby amended to eliminate TDR Receiving Area #1 and to increase the size of TDR Receiving Area #3.

Section 4. The 2018 Comprehensive Plan, Appendix B, SE Master Plan, Chapter 4 is hereby amended by deleting Table 4.2 entitled “Milford TDR Receiving Areas” in its entirety and replacing with the below Table 4.2.

Table 4.2. TDR Receiving Area Analysis

| <i>Milford TDR Receiving Areas</i> | | | | | |
|------------------------------------|---------------------------------------|-------------------------------|---------------------------------|--------------------------------|---------------------------------------|
| <i>ID</i> | <i>Tax Parcel Number</i> | <i>Receiving Area Acreage</i> | <i>Base Zoning at 3 DU/Acre</i> | <i>TDR Zoning at 8 DU/Acre</i> | <i>Total Transfer Credits Allowed</i> |
| 2 | 3-30-11.00-068.00 | 55 | 165 | 440 | 275 |
| 3 | 3-30-15.00-024.00 | 115 | 345 | 920 | 575 |
| 4 | 3-30-16.00-016.00 & 3-30-15.00-071.00 | 120 | 360 | 960 | 600 |
| | | 290 | | 2,320 | 1,450 |

Section 5. Dates.

Planning Commission Review & Public Hearing: May 17, 2022

City Council Introduction: May 9, 2022

City Council Review & Public Hearing: May 23, 2022

Additional information may be obtained by contacting Rob Pierce in the Planning Department at either 302.424.8396 or RPierce@milford-de.gov.

041822

Published: Beacon 04/27/22



Local Government
Management Fellow
201 S. Walnut St.
Milford, DE 19963

PHONE 302.422.1111 Ext. 1215
www.cityofmilford.com

Date: May 9, 2022

To: Mayor Archie Campbell and Members of City Council

From: Melody Barger, Local Government Management Fellow

Re: Chapter 84 Revisions

Dear Mayor and Members of Council,

In your packet you will find some revisions to Chapter 84 of the Municipal Code, Bicycles, Skateboards and Other Conveyances. The main intent of this revision is to remove city regulation requiring bicycles to be registered. The revision accomplishes this task and offers a few clarifications to the rest of the ordinance. For example, scooters and motorized scooters were not included in the original ordinance, but have now been defined and prohibited (in concurrence with the state code). Furthermore, safety equipment requirements for mobility scooters have been updated, as has some of the language in the ordinance that does not appear to be relevant in modern times. I think you will find the updated ordinance to be better organized, less choppy, and more reasonable than the original ordinance. Please let me know if you have any questions or changes.

Sincerely,

Melody Barger

PUBLIC NOTICE
NOTICE OF ORDINANCE REVIEW

NOTICE IS HEREBY GIVEN that the proposed Ordinance is currently under review by the City of Milford City Council. City Council has the option to approve, deny, or make changes to the proposed language. By adopting the ordinance, City Council will approve the ordinance which is the reason for the language being written in the affirmative. This form of writing is not used to influence any decision of City Council:

ORDINANCE 2022- 25
CHAPTER 84
Bicycles, Skateboards and Other Conveyances

The City of Milford is amending the current Chapter 84: Bicycles, Skateboards and Other Conveyances to remove antiquated language and to provide further clarification regarding regulations.

WHEREAS, the current City of Milford Chapter 84: Bicycles, Skateboards and Other Conveyances contains antiquated and irrelevant language; and

WHEREAS, the City Council has a goal to maintain ordinances in an up-to-date fashion; and

WHEREAS the City Council has expressed a desire to no longer require bicycles to be required to register at the Police Department; and

WHEREAS, further clarification of the ordinance was deemed necessary by staff; and

WHEREAS, the Milford City Council held a Public Comment Session on Monday, May 23, 2022 to allow for additional comments and review of the proposed ordinance, after which a final determination was made; and

WHEREAS, this ordinance becomes effective ten days following the date of its adoption by City Council.

NOW THEREFORE BE IT RESOLVED the City of Milford hereby ordains as follows:

Section 1. Upon the adoption of this Ordinance, bicycles will no longer be required to be registered with the Police Department in Milford.

Section 2. Scooters will be regulated under the same guiding principles that regulate skateboards.

Section 3. Safety guidelines will be required to be followed regarding use of mobility scooters during the day and at night.

Section 4. Direct penalties for failure to follow the enumerations of Chapter 84 are left up to the discretion of police officers.

Section 5. Chapter 84 is hereby amended by removing text that is stricken through and adding new language in bold and underlined text:

Chapter 84 - BICYCLES, SKATEBOARDS AND OTHER CONVEYANCES

Footnotes:

--- (1) ---

ARTICLE I – General Provisions ~~Use on Sidewalks~~

§ 84-1. – Purpose ~~Prohibited acts; penalties.~~

Bicycles, skateboards and other conveyances have become an increasingly frequent occurrence in the City of Milford on streets, sidewalks and other public areas used by automobile traffic and pedestrians. The City has determined the following regulation of such conveyances in public areas is necessary in order to protect and preserve the public health, safety and welfare.

~~A. — Any person or persons using, riding, propelling themselves or being propelled upon any bicycle or triecyle or skating upon roller skates or wheeling a wheelbarrow or pushing any pusheart with slop on it upon any of the sidewalks or pavements within the Town of Milford shall forfeit and pay a fine of not less than \$1 nor more than \$10, to be collected as other fines are collected.~~

~~ARTICLE II – Bicycle Registration~~

§ 84-2. – Definitions ~~Procedure; fees.~~

As used in this article, the following terms shall have the meanings indicated:

CONVEYANCE: A bicycle, skateboard, scooter, pair of roller skates, pair of roller blades, or other devices used for transportation.

DESIGNATED SKATEBOARDING FACILITY — A public area which is designed and operated for skateboarding, approved and designated as such by Milford City Council.

MOBILITY SCOOTERS AND WHEELCHAIRS — Any self-propelled device, regardless of the number of wheels, powered by any style motor, which is designed and intended primarily for use by individuals with mobility disabilities.

MOTORIZED SCOOTER – A vehicle consisting of a footboard between two small end wheels, controlled by an upright steering handle attached to the front wheel, propelled by an electric or gasoline motor.

POSTED AREAS — Areas ~~that contain “no skateboarding” signs~~ with signs restricting skateboarding, rollerblading, scootering, or bicycling.

PUBLIC AREAS — Any place which is open and available to public use, occupation, passage or traffic, whether owned by a public or private entity, and including all streets, lanes, ways, alleys, sidewalks, parking lots, parks, plazas, tennis courts, basketball courts, playgrounds and school yards. In addition to its ordinary meaning, "public place" shall also include the City's benches, plaques, memorials, steps and railings.

PUBLIC STREETS – Roads, highways, sidewalks or any other thoroughfare dedicated, constructed or maintained by the City of Milford or the State of Delaware within the municipal limits.

ROLLER BLADES – A type of roller skate that has two front and two rear wheels, typically referred to as “inline skates.”

ROLLER SKATES - A shoe or boot with a set of wheels attached to its sole for skating on hard surfaces.

SCOOTER – A vehicle typically ridden as recreation, consisting of a footboard mounted on two wheels and a logn steering handle, propelled by resting one foot on the footboard and pushing the other against the ground.

SCOOTERING – The act of pushing, propelling or riding a scooter.

SKATEBOARD — A single platform mounted on a wheel or wheels in which a person can ride in a standing or crouching position, propelling themselves by occasionally pushing one foot against the ground or operating a motor.

SKATEBOARDING — The act of pushing, propelling, or riding a skateboard.

~~Beginning August 15, 1974, any bicycle being on the streets or other public places within the City of Milford shall have been registered with the Milford Police Department, as follows:~~

~~A.— The bicycle is to be brought to the Milford Police Department, where a registration form giving pertinent information about the owner and the bicycle will be filled out and kept at the Police Department.~~

~~B.— A registration tag will be issued each owner, and the registration number thereon will be permanently stamped into the frame of the bicycle for identification purposes.~~

~~C.— In the event of change of ownership of a bicycle registered under this article, the new owner shall appear at the Milford Police Department with proof of ownership and have the registration transferred into his name within 10 days.~~

~~D.— A fee of \$1 shall be charged by the Police Department for each bicycle registered under this article.~~

~~E.— Any bicycle being owned by a resident of the City of Milford and being upon the streets or other public places within the city and not registered as set forth in this article shall be impounded by the Police Department, and an impoundment fee of \$5 will be charged the owner thereof. The five dollar fee is a flat fee.~~

~~F.— Upon payment of the impoundment fee the bicycle will be properly registered and released to the owner.~~

~~G.— All registration and impoundment fees collected under the terms of this article shall be shown on the monthly police report, as are other miscellaneous sources of income.~~

~~ARTICLE III – Skateboards~~

ARTICLE II – Bicycles

§ 84-3. – **Permitted use** ~~Purpose~~

Any person or persons using, riding, propelling themselves or being propelled upon any conveyance upon any of the sidewalks or pavements within the City of Milford shall do so in a safe manor.

~~Skateboarding has become an increasingly frequent occurrence in the City of Milford on streets, sidewalks and other public areas used by automobile traffic and pedestrians. The City has determined the following regulation of skateboarding in public areas is necessary in order to protect and preserve the public health, safety and welfare.~~

§ 84-4. – **Prohibited acts** ~~Definitions~~

- A. When parking and securing bicycles in public locations, bike racks shall be used. When bike racks are not available, no bicycle shall be attached to a post, tree, bench**

or fence located on any sidewalk, street or public place within the City limits in such a manner that impedes pedestrian travel or public safety.

B. The Chief of Police or City Manager (or designee) may post areas where bicycle riding is prohibited to ensure the safety of the public. In such cases, no person shall ride or operate any bicycle within areas posted by the City of Milford.

~~As used in this article, the following terms shall have the meanings indicated:~~

~~DESIGNATED SKATEBOARDING FACILITY—A public area which is designed and operated for skateboarding, approved and designated as such by Milford City Council.~~

~~POSTED AREAS—Areas that contain "no skateboarding" signs.~~

~~PUBLIC AREAS—Any place which is open and available to public use, occupation, passage or traffic, whether owned by a public or private entity, and including all streets, lanes, ways, alleys, sidewalks, parking lots, parks, plazas, tennis courts, basketball courts, playgrounds and school yards. In addition to its ordinary meaning, "public place" shall also include the City's benches, plaques, memorials, steps and railings.~~

~~SKATEBOARD—A single platform mounted on wheels, having no mechanism device with which to power, steer, or control direction of movement while being used, operated or ridden.~~

~~SKATEBOARDING—The act of pushing, propelling or riding a skateboard.~~

ARTICLE III –Skateboards and Scooters

§ 84-5. – Use in public areas ~~prohibited~~

Skateboards and scooters may be operated in the following public areas: ~~No person shall operate, or cause to be operated, a skateboard on a public area except:~~

- A. In a designated skateboarding facility.
- B. In a privately owned ~~public~~ parking lot, if the owner has provided express written permission.

Motorized skateboards and scooters are prohibited in public areas.

ARTICLE IV – Mobility Scooters and Wheelchairs

§ 84-6. – **Safety Equipment** ~~Enforcement; rules and regulations~~

A. Daytime Operation. All Mobility Scooters and Wheelchairs operating in Public Areas during daylight hours shall be equipped with at least one of the following:

- (1) Slow moving vehicle fluorescent triangle on the rear of the device; or**
- (2) Red safety flag.**

B. Nighttime Operation. All Mobility Scooters and Wheelchairs operating in Public Areas at night or any other time when lighted lamps are required under 21 Del. C. § 4331 shall be equipped, at a minimum, with all of the following:

- (1) A lamp emitting a white light which, while the device is in a Public Area, illuminates the Public Area in front of the operator and is visible from a distance of 300 feet in front and from the sides of the motorized scooter or wheelchair.**

(2) A red reflector on the rear of the device of the type approved by the Department of Transportation for bicycles, as defined under 21 Del. C. § 4198F(b).

(3) A white, yellow, or red reflector on each side of the device that is visible from a distance of at least 200 feet.

C. Every Mobility Scooter and Wheelchair operating in Public Areas shall be equipped with a braking system which enables its operator to stop the device within 25 feet from a speed of 10 miles per hour on dry, level, clean pavement.

~~A. This article may be enforced by any law enforcement officer.~~

~~B. River Park Skating Committee shall adopt written rules and regulations governing the use of skateboards and operation of a skateboarding facility or designated area.~~

ARTICLE V – Violations and penalties; enforcement

§ 84-7. - Violations and penalties.

A. Any person found in violation of this article shall be penalized as follows:

- (1) First offense: written warning.
- (2) Second offense: fine of \$10.
- (3) Third offense: fine of \$25.
- (4) Fourth offense: fine of \$50.
- (5) Fifth offense: fine of \$100.

B. Fines may be doubled in areas where signs are posted.

C. In the case of any violator 16 years or younger, the parents will be subject to a court summons if the fine is not paid. If not paid within 30 days, the offender is subject to a court summons, with a fine up to \$150.

~~ARTICLE IV – Motorized Scooters and Wheelchairs~~

§ 84-8. - Enforcement Definitions

A. This chapter may be enforced by any law enforcement officer.

~~MOTORIZED SCOOTERS AND WHEELCHAIRS – Any self-propelled device, regardless of the number of wheels, powered by any style motor, which is designed and intended primarily for use by individuals with mobility disabilities.~~

~~PUBLIC STREETS – For purposes of this Article IV shall mean roads, highways, sidewalks or any other thoroughfare dedicated, constructed or maintained by the City of Milford or the State of Delaware within the municipal limits.~~

~~§ 84-9. – Safety equipment.~~

~~A. – Daytime Operation. All Motorized Scooters and Wheelchairs operating on Public Streets during daylight hours shall be equipped with at least one of the following:~~

- ~~(1) – Slow moving vehicle fluorescent triangle on the rear of the device; or~~
- ~~(2) – Red safety flag.~~

~~B.—Nighttime Operation. All Motorized Scooters and Wheelchairs operating on Public Streets at night or any other time when lighted lamps are required under 21 Del. C. § 4331 shall be equipped, at a minimum, with all of the following:~~

- ~~(1)—A lamp emitting a white light which, while the device is on the Public Street, illuminates the Public Street in front of the operator and is visible from a distance of 300 feet in front and from the sides of the motorized scooter or wheelchair.~~
- ~~(2)—A red reflector on the rear of the device of the type approved by the Department of Transportation for bicycles, as defined under 21 Del. C. § 4198F(b).~~
- ~~(3)—A white, yellow, or red reflector on each side of the device that is visible from a distance of at least 200 feet.~~

~~C.—Every Motorized Scooter and Wheelchair operating on Public Streets shall be equipped with a braking system which enables its operator to stop the device within 25 feet from a speed of 10 miles per hour on dry, level, clean pavement.~~

~~§ 84-10.—Enforcement.~~

~~This article shall be enforced by the City of Milford Police Department.~~

~~§ 84-11.—Fines and penalties.~~

~~A.—Any person found in violation of this article shall be penalized as follows:~~

- ~~1)—First offense: Written Warning.~~
- ~~2)—Second offense: \$10 fine.~~
- ~~3)—Third offense: \$25 fine.~~
- ~~4)—Fourth offense: \$50 fine.~~
- ~~5)—Fifth and subsequent offenses: \$100 fine.~~

Section 6. Scheduled Dates.

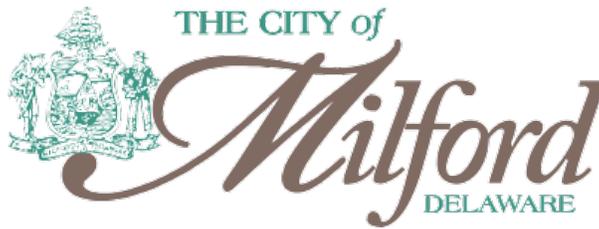
City Council Introduction: Monday, May 9, 2022

City Council Public Comment: Monday, May 23, 2022

Section 7. Effective: Ten (10) Days following adoption.

For additional information, please contact Melody Barger, the ICMA Local Government Management Fellow. Melody Barger may be contacted by email at MBarger@milford-de.gov or by calling 302.422.1111 ext. 1215.

Advertised: Milford Beacon May 18, 2022



OFFICE of the CITY CLERK
City Hall | 201 South Walnut Street
Milford, DE 19963

TERESA K. HUDSON, MMC
FOIA Coordinator
O 302.422.1111 | F 302.424.3558

May 6, 2022

TO: Mayor and Members of City Council

FROM: City Clerk Terri Hudson

RE: City FOIA Policy

Resolution 2022-04 is being submitted for your consideration this evening. Its intent is to update the City of Milford FOIA Policy, mainly the purpose and amount of associated minimal fees to be charged when necessary.

Under the City Charter, City Council is vested with the authority to enact ordinances or resolutions that provide for a fine or other penalties, establish a rule or regulation for a violation of which a fine or other penalty is imposed, and/or regulate fees or rates related to City services or public utilities.

In addition, 29 Delaware Code § 10003 (2019) - Examination and copying of public records states as follows: Unless otherwise set forth in the Delaware Code or any applicable code of a county or municipal public body, specific fees shall apply as our outlined in the State statute.

This resolution will bring the City into compliance with Chapter 100 by updating and adding fees currently being assessed for record requests by the Milford Police Department. The Records Administrator has submitted and confirmed these fees are accurate.

Thank you for your consideration.

City of Milford



RESOLUTION 2022-04

ADOPTION OF THE FREEDOM OF INFORMATION ACT (FOIA) POLICY IN REGARD TO OPEN RECORDS REQUIREMENTS FOR THE CITY OF MILFORD, DELAWARE

WHEREAS, in 2012, the Delaware State Legislature adopted, and the Governor signed into law amendments to the State of Delaware's Freedom of Information Act (FOIA); and

WHEREAS, since the passage of said amendments, the City of Milford has been abiding by the open records policies as laid out in 29 Del. C. §10003 and City of Milford Resolutions 2012-05 and 2013-26; and

WHEREAS, in the interest of clarifying the FOIA policy of the City of Milford, Delaware for its citizens, the Council wishes to incorporate said policies into this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City of Milford that the following FOIA policy is hereby approved and adopted for the City of Milford.

Examination and copying of public records.

(a) All public records shall be open to inspection and copying during regular business hours by the custodian of the records for the City of Milford ("City"). Reasonable access to and reasonable facilities for copying of these records shall not be denied to any citizen.

(b) The City shall maintain a web portal for receiving FOIA requests through the internet that shall utilize the format of the standard request form promulgated by the Attorney General.

(c) The City is to provide reasonable assistance to the public in identifying and locating public records to which they are entitled access, and all records held by the agency are "public records" to which the public should have access unless they fall within the scope of enumerated exceptions in § 10002 of this title.

(d) Form of request.

(1) All FOIA requests shall be made in writing to the City Clerk's office in person, by e-mail, by fax, or online in accordance with the provisions hereunder. FOIA requests may be submitted using the FOIA Request Form of the City of Milford, however, that any FOIA request that otherwise conforms with the policy hereunder shall not be denied solely because the request is not on the promulgated form. Copies of the FOIA request form may be obtained from the website of the City.

(2) All requests shall adequately describe the records sought in sufficient detail to enable the City to locate such records with reasonable effort. The requesting party shall be as specific as possible when requesting records. To assist the City in locating the requested records, the City may request that the requesting party provide additional information known to the requesting party, such as the types of records, dates, parties to correspondence, and subject matter of the requested records.

(e) FOIA Coordinator.

(1) The City Clerk shall be designated as FOIA coordinator to serve as the point of contact for FOIA requests and coordinate the City's responses thereto. The FOIA coordinator shall be identified on the City's website. The FOIA coordinator may designate other employees to perform specific duties and functions hereunder.

(2) The FOIA coordinator and/or his or her designee, working in cooperation with other employees and representatives, shall make every reasonable effort to assist the requesting party in identifying the records being sought, and to assist the City in locating and providing the requested records. The FOIA coordinator and/or his or her designee will also work to foster cooperation between the City and the requesting party.

(3) In addition to the foregoing responsibilities, the FOIA coordinator shall maintain a document tracking all FOIA requests. For each FOIA request, the document shall include, at a minimum, the requesting party's contact information, the date the City received the request, the City's response deadline, the date of the City's response (including the reasons for any extension), the names, contact information and dates of correspondence with individuals contacted in connection with requests, the dates of review by the City, the names of individuals who conducted such reviews, whether documents were made available, the amount of copying and/or administrative fees assessed, and the date of final disposition.

(f) Response to requests.

(1) The City shall respond to a FOIA request as soon as possible, but in any event within 15 business days after the receipt thereof, either by providing access to the requested records, denying access to the records or parts of them, or by advising that additional time is needed because the request is for voluminous records, requires legal advice, or a record is in storage or archived. If access cannot be provided within 15 business days, the City shall cite one of the reasons hereunder why more time is needed and provide a good faith estimate of how much additional time is required to fulfill the request.

(2) If the City denies a request in whole or in part, the City's response shall indicate the reasons for the denial. The City shall not be required to provide an index, or any other compilation, as to each record or part of a record denied.

(g) Requests for e-mail.

(1) Requests for e-mail records shall be fulfilled by the City from its own records, if doing so can be accomplished by the City with reasonable effort. If the City determines that it cannot fulfill all or any portion of such request, the City shall promptly request that its information and technology personnel provide the e-mail records to the City.

(2) Before requesting the information and technology personnel to provide e-mail records, the City shall provide an itemized written cost estimate to the requesting party, listing all charges expected to be incurred in retrieving such records. Upon receipt of the estimate, the requesting party may decide whether to proceed with, cancel, or modify the request.

(h) Requests for other noncustodial records.

(1) If all or any portion of a FOIA request seeks records controlled by the City but are not within its possession or cannot otherwise be fulfilled by the City with reasonable effort from the records it possesses, then the City shall promptly request that the relevant custodian provide the noncustodial records to the City.

(2) Before requesting any noncustodial records, the City shall provide an itemized written cost estimate to the requesting party, listing all charges expected to be incurred in retrieving such records. Upon receipt of the estimate, the requesting party may decide whether to proceed with, cancel, or modify the request.

(i) Review by the City. -- Prior to disclosure, records may be reviewed by the City to ensure that those records or portions of records deemed nonpublic may be removed pursuant to 29 Del. C. §10002 or any other applicable provision of law. In reviewing the records, all documents shall be considered public records unless subject to one of the exceptions set forth in 29 Del. C. §10002 or any other applicable provision of law.

(j) Hours of review. -- The City shall provide reasonable access for reviewing public records during regular business hours.

(k) Fees. -- In accordance with the fees set forth in the Delaware Code, the following shall apply:

(1) Photocopying fees. -- In instances in which paper records are provided to the requesting party, photocopying fees shall be as follows:

Standard-sized, black and white copies: The first 20 pages of standard-sized, black and white copies material shall be provided free of charge. The charge for copying standard sized, black and white public records for copies over and above 20 shall be \$0.10 per sheet (\$0.20 for a double-sided sheet). This charge applies to copies on the following standard paper sizes: 8.5" x 11", 8.5" x 14", and 11" x 17".

Oversized copies/printouts: The charge for copying oversized public records shall be as follows: 18" x 22", \$2.00 per sheet; 24" x 36", \$3.00 per sheet; documents larger than 24" x 36", \$1.00 per square foot. Color copies/printouts: An additional charge of \$1.00 per sheet will be assessed for all color copies or printouts for standard-sized copies (8.5" x 11", 8.5" x 14", and 11" x 17") and \$1.50 per sheet for larger copies.

(2) Administrative fees. -- Administrative fees shall be levied for requests requiring more than 1 hour of staff time to process. The first hour of staff time per request shall be at no charge to the requestor. Charges for administrative fees may include staff time associated with processing FOIA requests, including, without limitation: identifying records; monitoring file reviews; and generating computer records (electronic or printouts). Administrative fees shall not include any cost associated with the City's legal review of whether any portion of the requested records is exempt from FOIA. The City shall make every effort to ensure that administrative fees are minimized and may only assess such charges as shall be reasonable required to process FOIA requests. In connection therewith, the City shall minimize the use of non-administrative personnel in processing FOIA requests, to the extent possible.

Prior to fulfilling any request that would require a requesting party to incur administrative fees, the City shall provide an itemized written cost estimate of such fees to the requesting party, listing all charges expected to be incurred in retrieving such records. Upon receipt of the estimate, the requesting party may decide whether to proceed with, cancel, or modify the request.

Administrative fees will be billed to the requesting party per quarter hour. These charges will be billed at the current hourly pay grade (prorated for quarter hour increments) of the lowest-paid employee capable of performing the service. Administrative fees will be in addition to any other charges incurred under this section for copying fees.

When multiple FOIA requests are submitted by or on behalf of the requesting party in an effort to avoid incurring administrative charges, the City may in its discretion aggregate staff time for all such requests when computing fees hereunder.

(3) Microfilm and/or microfiche printouts. -- The first 20 pages of standard-sized, black and white material copied from microfilm and/or microfiche shall be provided free of charge. The charge for microfilm and/or microfiche printouts over and above 20 shall be \$0.15 per sheet.

(4) Electronically generated records. -- Charges for copying records maintained in an electronic format will be calculated by the material costs involved in generating the copies (including but not limited to DVD, CD, or other electronic storage costs) and administrative costs.

(5) Payment. -- The City may require all or any portion of the fees due hereunder to be paid prior to any service being performed pursuant to this section.

(l) Exemptions and FOIA Requests from Milford Police Department.

(1) Under specified circumstances, FOIA affords the City a variety of discretionary exemptions which serve as the basis for withholding records from disclosure. These exemptions generally include personnel records, investigatory files compiled for civil or criminal law-enforcement purposes, labor negotiation records, drafts, documents protected by the attorney-client privilege and material made confidential by

other state or federal statutes. Exempted documents produced at the City's discretion will be subject to a separate report policy and the below schedule of fees.

| | |
|---|---------|
| REPORTS: | |
| <i>Major Case or Fatal Accident Report</i> | \$60.00 |
| All other Reports | \$25.00 |
| PHOTOGRAPHS (Color or Black & White) | |
| <i>Proof prints, approximately 32x5 inches (color only)</i> | \$3.00 |
| B&W prints, 8x10 inches | \$18.00 |
| <i>Color prints, 8x10 inches</i> | \$18.00 |
| Duplicate Polaroid photographs | \$6.50 |
| CD/DVD containing photographs (see Digital Image Computer Work) | |
| VIDEO CASSETTE RECORDINGS | |
| Copies of video cassette recording (Includes cost of blank video cassette and conversion to DVD) | \$50.00 |
| AUDIO CASSETTE RECORDINGS | |
| Copies of audio cassette recordings (including micro-cassettes) | \$10.00 |
| DIGITAL IMAGE COMPUTER WORK | |
| <i>Rate per hour (1 hr. minimum plus cost as specified below)</i> | \$64.00 |
| CD/DVD containing photographs | \$50.00 |
| <i>Each additional CD/DVD</i> | \$10.00 |
| DVD recording per in-car camera and per body-worn camera event | \$10.00 |
| COMPUTER GENERATED STATISTICS | |
| Rate for requested project (flat charge) | \$25.00 |

Please refer to the Records Unit at Milford Police Department, 400 NE Front Street, Milford, DE 19963. Checks must be made payable to the City of Milford.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of Milford to be affixed this 25th day of April 2022.

Mayor Arthur J. Campbell

Attest:

City Clerk Teresa K. Hudson

- **Chapter 57 - PLANNING COMMISSION**

[HISTORY: Adopted by the City Council of the City of Milford 11-14-1967. Amendments noted where applicable.]

- **§ 57-1. - Establishment.**

There is hereby established, pursuant to 22 Del. C. § 701 et seq., the Milford Planning Commission.

- **§ 57-2. - Membership; terms of office.**

The Commission shall consist of no less than 5 and no more than 9 members as recommended by the Mayor and appointed by the Council. The term of each member so appointed and confirmed shall be for three years, except that of the members first appointed, three shall be appointed to a term of three years, three shall be appointed to a term of two years and three shall be appointed to a term of one year.

[Ord. No. 2017-21, § 1, 10-9-2017]

- **§ 57-3. - Removal; vacancies.**

Any member of the Planning Commission may be removed for cause, after a public hearing, by the Mayor with the approval of the City Council. A vacancy occurring otherwise than by expiration of term shall be filled for the unexpired term in the same manner as an original appointment.

Application for Boards and Commissions

Applications for Boards and Commissions are always accepted. Should a vacancy occur, the City will review all applications on file.

Available Boards & Commissions

Learn more by clicking on each link

- Board of Adjustment
- Board of Appeals
- Parks and Recreation Advisory Board
- Planning Commission

Which Board or Commission are you applying for? Planning Commission

Applicant Name: DAVID SAULS

Street Address: 2 EAST THRUSH DRIVE

City, State, Zip:

Milford, DE 19963

Home Phone Number: XXXXXXXXXXXX

Personal Phone Number: XXXXXXXXXXXX

Email Address: RUNDAVE@COMCAST.NET

How long have you been a resident of Milford? 17+ YEARS

Are you registered to vote in the City of Milford? Yes

Are you a plot owner in the Milford Community Cemetery? No

Occupation and Employer:

RETIRED EDUCATOR/PUBLIC ADVOCATE FOR PROSTATE CANCER-NATIONAL AND STATE COALITIONS

Describe any special knowledge, education, experience, qualities or talents you have that are relevant to the Board or Commission on which you are interested in serving:

AS A COLLEGE GRADUATE (DELAWARE STATE COLLEGE) AND A VETERAN OF THE UNITED STATES AIR FORCE, MY RESPONSIBILITIES AS A NON COMMISSION OFFICER IN CHARGE OF SECURITY CLEARANCES AND MY DUTIES AS A STRATEGIC PLANNER DURING THE VIETNAM WAR, I HAVE A SINCERCE

OBLIGATION TO DUTY, BEING RESPONSIBLE AND ABLE TO WORK WITH INDIVIDUALS OF ALL ETHNICITIES.

Community and/or civic groups of which you are a member:

1. OMEGA PSI PHI FRATERNITY, INC SINCE 1966,
2. NATIONAL ALLISANCE OF STATE PROSTATE CANCER COALITION,
3. DELAWARE PROSTATE CANCER COALITION,
4. CITY OF MILFORD CHAMBER OF COMMERCE (DPPC)

Please describe why you wish to serve on this Board or Commission:

I BELIEVE IT'S MY CIVIC DUTY AND RESPONSIBILITY TO SERVE THE COMMUNITY IN WHICH I WAS BORN 76 YEARS, AGO. ALSO, I AM INTEREST IN ADDING MORE DIVERSITY TO THE BOARD AS IT'S A REFLECTION OF THE COMMUNITY AT LARGE.

Do you, your spouse or any immediate family members have any potential conflicts of interest (personal or financial) that could require you to recuse yourself from votes of the board/commission for which you are applying? No

If yes, please describe: N/A

Thank you for your willingness to serve the City of Milford! Please be aware of the time commitment for the Board or Commission you are interested in serving on by reviewing the below information.

By submitting this form, you certify the information contained is true and correct.



The governing body has recessed to Executive Session. The regular meeting will resume shortly.

CITY COUNCIL MEETING



Executive Session
has concluded.
Council has returned to
Open Session