

CITY OF MILFORD
COUNCIL MEETING MINUTES
March 14, 2022

The City Council of the City of Milford met in Regular Session on Monday, February 14, 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 Meetings and Workshops were held in the Council Chambers at City Hall though attendees were able to participate virtually.

Planning Director Rob Pierce was selected to attend the meeting by City Manager Whitfield in his absence.

CALL TO ORDER

Mayor Campbell called the meeting to order at 7:05 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 May 17, 2021, May 19, 2021, May 20, 2021, and June 7, 2021 Budget Hearings, November 22, 2021 Council Meeting, January 24, 2022 Workshop and Council Meeting, January 26, 2022, February 14, 2022 and February 23, 2022 Council Workshops. Councilmember Wilson moved to approve the minutes as presented, seconded by Councilmember Fulton. Motion carried.

RECOGNITION

Introduction/New Employees

Finance Director Lou Vitola welcomed Juan Rodrigues who was hired in Customer Service as a Cash Operations Clerk. He noted that title was rebranded as part of the conversation with Council about the many duties involved in that position that simply take cash.

Council welcomed Juan Rodrigues who stated he was very happy to be here.

STAFF REPORTS

Monthly Police Report

Councilmember Boyle provided information from the monthly Police Report to Council on Chief Brown's behalf. Report included in packet.

Councilmember Fulton moved to accept the Police Report, seconded by Councilmember Wilson. Motion carried.

Monthly City Clerk Report

City Clerk Hudson reported on recent activities in her office, noting that their main focus is on the upcoming April election. They are receiving an increasing number of phone calls and requests for absentee ballots.

In addition, with Covid becoming less of a problem, community events have taken an uptick and permit applications are coming in at a rate very similar to pre-pandemic. They presently have ten event applications that are being processed.

Councilmember Boyle moved to accept the City Clerk's Report, seconded by Councilmember Wilson Motion carried.

Monthly City Manager Report

The City Manager Report was included in the report, which included financial and budget information though the Finance Director will follow up.

When asked a question about electric rates, Finance Director Lou Vitola explained that Milford's rates are just slightly higher than Delaware Co-Op rates or 2.4% higher and 14% lower than Delmarva Power.

The Finance Director provided information to another question regarding internal utility billing, Finance Director Vitola stated an internal team has been put together to review the process required to move forward with that in 30 days. In that manner, they could provide the required 90-day notice if the determination is feasible. However, that process would take 120 days or more, but no sooner than that. He noted there are a lot of technical issues involved as well as recruitment issues that will need to be resolved.

Mr. Vitola also added that the DEMEC increase was part of the calendar year 2022 budget and lower than first signaled in November. The City's increase that was used through the purchase power cost adjustment charge was below high 3/low 4 range depending on the customer class. With the increase that Co-Op announced, he anticipated Milford would be below them though there is a slight difference.

When questioned about the 25 to 40 acres being sought for an event center, Economic Development Coordinator Sara Pletcher shared a meeting was held with the developer thought it is in the very early stages. All available commercial property was evaluated though nothing has occurred since.

Public Works Department

Director's Office

- Met with Osmose regarding conducting an inventory and assessment of all City-owned utility poles.
- Conducted 2 hours of cross-training in Customer Service
- Met with PD Project partners - Becker Morgan Group, RY Johnson and Department of USDA multiple times on PD Building Design, procurement, and funding processes.
- Reviewed and Approved Plans for City Garden expansion and development.
- Conducted Monthly Safety meeting
- Attended APWA Board Meeting
- Met multiple times with DelDOT and McCormick Taylor on the Front Street TAP and DelDOT Signalization Projects
- Met with KCI on status of Street Condition Survey
- Attended DelDOT Annual Utility Summit

Engineering Division

- Continued work on Front St and revised water connection design due to field conflicts
- Performed testing in Phase 1 Cypress Hall to complete the required inspections for Water and Sewer mains.
- Coordinated the test pitting inspection of lead services on North St, 3rd St, and 2nd Street as part of 2020 Streets.
- Discovered and adjustments to approximately 700ft of unexpected asbestos water main on North 2nd Street.
- Provided Parks and Rec with a cost estimate for the Cemetery Road expansion.

Public Services Division - Streets/ Utilities/Water/Sewer/Solid Waste Sections

- Conducted final snow removal and salting during inclement weather conditions
- Intermittently cleaned storm drains and filled potholes as weather conditions permitted
- Erected new speed limit sign on Wilbert Street
- Organized inventory of signage in warehouse for count and spring deployment.

- Supported the City's Lead Service line replacement project on Front Street by distributing information noticed about water quality and service outages
Electric Division/Tech Services
- Evaluated multiple applications for solar energy arrays
- Completed Annual Under Frequency Load Shedding (UFLS) Certification on Electrical Capacity (2/22) for PJM thru DEMEC.
- Participated in meeting for preparation of EV Charging Stations
- Met at the City's designated sites to identify make ready plans for EV Charger installation
- Evaluated multiple requests for co-hosting utilities on the City's utility poles
- Worked with GE on the Front Street TAP Project's Lighting Plan
PW Administration
- Managed repaint and carpet project at the Vickers Building
- Prepared and compiled the Department's input for the FY 23 CIP Budget
- Supported billing for permitting process with the PD Building Construction
- Collected participant information for the City's Annual Leave Sellback Program

Planning & Zoning Department

- During the first two months of the 2022 calendar year, the City issued 10 new residential construction permits. The total construction investment in Milford for through the end of February 2022 based on issued building permits was \$2,501,077.
- The City of Milford has seen 113 projects with a committed investment of over \$24.7 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 \$2.64 million in grant funds for both large and small commercial and residential projects in Milford. The City has waived over \$515,000 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, a preliminary subdivision extension request and two proposed code amendments at the March meeting. The land use applications include a revised PUD approval for the Cypress Hall subdivision and Phase III Preliminary Major Subdivision review, an amended Conditional Use Site Plan approval for the redevelopment of the Buccaneer Carwash, and an amended Conditional Use Site Plan approval for an expansion of the Teal Creek Plaza. The extension request is for Knights Crossing Phase II-A & II-B and the two code amendments pertain to Chapter 197 regarding City right-of-way, streets, utilities and sidewalks and Chapter 230 adding regulations for Wireless Communication Facilities.
- The Board of Adjustment will review six variance applications at the March meeting.
- Staff attended the State of Delaware PLUS (Preliminary Land Use Service) meeting for the City's 2022 Amendment to the 2018 Comprehensive Plan request. The City should receive State comments during the month of March and public workshops and hearings should be scheduled some time in April or May.
- The City received a resubmission for the preliminary site plan application for the redevelopment of the Buccaneer Carwash on N. Dupont Boulevard and placed the item on the March agendas for review.
- The City received a resubmission for the preliminary site plan application for an expansion of the Teal Creek Plaza located on N. Dupont Boulevard and placed the item on the March agendas for review.
- The City received a resubmission for the Cypress Hall Phase III Preliminary Major Subdivision and revised Planned Unit Development applications and placed these items on the March agendas for review.
- Staff provided the applicant plan review comments for a preliminary site plan application for Cascades – Phase II for the construction of 66 apartment units.
- The City received a revised preliminary site plan application for the Food Bank in Independence Commons, including a variance request that is currently under review by staff. These applications should be heard by the BOA, Planning Commission and City Council in April.
- Staff provided final site plan review comments to the site engineer for the proposed Milford Police Station.
- Staff received an offer on a parcel in the Greater Milford Business Complex and is pending authorization by the Mayor, which involves the last City-owned property within the business park on the south side of Airport Road.
- A workshop was held with City Council on February 23, 2022 to discuss a proposed building code update from the 2012 IRC/IBC to the 2018 version, including the potential requirement for residential sprinklers in new construction. Staff continues to work on preparing final amendment for City Council consideration in April 2022.

- Staff worked with the Public Works Department to submit proposed Capital Projects for the draft 5-Year Capital Improvement Plan (CIP) based on recently completed planning studies. Projects include proposed bicycle paths and sidewalk improvements, open space acquisition and utility extensions for future development.
- 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.

Parks & Recreation Department

- Park staff continued to do weekly trash runs in the downtown of municipal trash and recycling cans.
- Another snow event occurred in February and the park staff cleared all footbridges and elevated Riverwalk of snow and ice.
- An existing steel box for a dump truck was acquired from Public works and welded into a Park and Recreation truck in preparation of the arborist position. This will be known as the “chipper” truck.
- Park staff continued to work on mowers (maintenance) in preparation for the mowing season.
- Interviews began late February for seasonal grass cutters.
- Christmas banners were replaced with new banners in the downtown.
- A couple of mile marker signs were damaged on the Riverwalk and had to be fixed.
- A minor leak was discovered at the Can-Do bathroom and was repaired in house by staff.
- Staff met to discuss needs for the Capital improvement plan.
- Remainder of the old frisbee golf course was removed.
- Flower beds began to be prepped for the springtime planting.
- Planters were reinstalled on the Riverwalk railing in preparation for spring plantings.
- New nets were installed at the basketball courts.
- Considerable graffiti occurred on the elevated section of boardwalk on Goat Island. This required a fair amount of effort to remove. A police report was filed but no one has been charged with this incident.
- The old peninsula building on Mill street was demolished and all debris was removed. Fill dirt will be brought in and the lot graded once the weather improves.
- Temporary signs were placed in the cemeteries for the annual spring clean-up to occur in March.
- A quote was obtained for a replacement landscape trailer as part of the approved CIP.
- We had a busy month in Recreation with many activities being extended into March because of COVID and winter storms.
- It was a busy month of winter sports with basketball, soccer, wrestling, and Taekwondo. The kids learnt a great deal and displayed tremendous improvement in their skills.
- The volunteer and paid coaches really worked hard despite changing guidelines and revised schedules due to a snowstorm and COVID restrictions.
- The soccer coaching staff was excellent, they utilized members of the high school staff as assistant coaches, and their dedication to our program is continual and very strong.
- All the practices and games were held at the Boys and Girls Club. We started February fully masked, then were able to have participants masked only, and finally at the end of the season and the first weekend of March, everyone was mask free.
- We have over 100 kids participate in both indoor soccer and over that amount in our basketball league. On every level except the 11-13-year old's, we had waiting list for participation.
- Taekwondo is at full participation and will continue through the end of March.
- “Little Buc's” wrestling was brought back after a two-year absence due to COVID with new coaching staff. Unfortunately, our coach of over 30 years Roy Rigby was unable to coach to health reasons and we all mourn his passing in February. The new coaches brought in lots of energy and dedication to the sport and helped to continue the Milford tradition of excellence in wrestling.
- For the first time in many years, P&R offered an adult basketball drop-in program which proved very successful. Adults signed up and played every Tuesday night after our developmental instructional program. Players were highly complementary of our efforts to get this program up and running and anxious to do this again in the future.
- Recreation staff have done a good job of offering excellent programs despite COVID limitations and guidelines. They worked with the situation presented to them and communicated the constantly changing situation well with patience and flexibility.
- Registrations for spring programs has begun with offerings in soccer, field hockey, tennis, flag football and adult flag football. Other activities will be held over spring break.

- Director met with engineer concerning future paving at the cemeteries.
- Director met with the economic development and community engagement administrator and the new DMI director.
- Director met with the City Manager, City Planner and Landscape designer to review the preliminary master plan.
- Director continued discussions with IT and our current recreation software provider regarding updating the software system.
- Director continued to meet weekly with the WIIN coalition.
- Director met with the Public Works director and other employees regarding improvements to the community garden.
- Director participated in an interview with HR, and Public Works Director for the arborist position.
- Director and Parks Superintendent attended the community clean up meeting.

Human Resources

HR Administrator Jamesha Williams just returned to the office after being out on FLMA. Her reports will return in April.

Economic Development & Community Engagement

Economic Development

- Met with City Manager, Planning Director, and industrial park partners, Tsionas - Emory Hill, LLC, several times to finalize MOU and select an engineering firm
- Reviewed Site Readiness Level 1 Application with DE Prosperity Partnership, City Manager, Planning Director and ICMA Fellow
- Interview with DE State Housing Authority for DDD Annual Report press release
- Visited new Walnut St. business, PRN Staffers and shared City of Milford resources with owner and office manager
- Joined Cookie's Paper Petals DE Black Chamber of Commerce Mixer and networked with many potential Milford business investors
- Met with potential entertainment venue investors, City Manager and City Planner to review properly zoned land
- Prepped growinmilford.com economic development website for March 1 launch

Community Engagement

- Presented Economic Development update to Milford Community Conversation, which led to a 7-page article in the Feb. 15 issue of MilfordLIVE
- Attended Music School of DE Press Conference announcing their new \$10 million donation that will fund their scholarship program
- Launched SeeClickFix (MyMilford) app on the App Store and Google Play. Attended recurring SCF meetings for technical and marketing assistance.
- Attended Community Clean Up kick off meeting and setup volunteer sign-up form on the MyMilford portal and app
- Created Customer Resources webpage for easy access to all low-income state and local resources

Meetings/Trainings

- Met with Public Works staff for monthly Public Utility Working Group meeting. Topic: meter education
- Met with City staff to ID and address customer service improvements leading to prioritizing Microsoft Teams staff training
- Met with P&R Director and DMI Director to discuss Bug & Bud Festival
- Attended quarterly CCGM Joint Economic Task Force meeting
- Met with Martha Gery from Milford Advocacy for the Homeless
- Met with Public Works and Planning teams to continue public EV Charging Stations planning, as well as spoke to and received a quote from a potential charging station equipment supplier
- Attended DelDOT Mispillion Drawbridge repairs meeting
- Attended broadband company potential expansion meeting
- Attended quarterly DE Prosperity Partnership Economic Development Partners meeting
- Attended HBA Nuts & Bolts Meeting
- Attended Kent County Tourism Board Meeting
- Attended AARP Community Challenge grant information session
- Attended PLUS Review meeting where Planning Director presented Milford's Comp Plan Amendments
- Attended Polco NCS webinar
- Attended monthly SEDAC meeting
- Attended WIIN project team meeting
- Attended Front St. discussion with City Engineer, PW Director, project engineer, and construction company

Social Media/Website

- February 2022 Insights:
 - o City of Milford Facebook: 28 new likes (total: 2,469); 9,314 reached; 713 post engagement
 - o Parks & Rec Facebook: 18 new likes (total: 2,571); 14,585 reached; 668 post engagement
 - o Instagram: 43 new likes (total: 934); 435 accounts reached; 28 accounts engaged
 - o Twitter: 3 tweets, 637 impressions, 125 profile visits, 1 mention, 1,334 followers
 - o Website: 86,658 users; 91,314 sessions; 24,646 pageviews (32,703 last month)
 - o ChatBot: 78 self-service resolutions; 50.6% self-service resolution rate; \$390 cost savings
 - o MyMilford: 53 issues created; 42 issues closed; Average Days to Close: 1.0
- App Store: 136 total downloads, will have Android data moving forward

Email Campaigns

- Feb. utility newsletter to customers who receive e-bills (3,670): 52.5% open
- Feb. business newsletter 1 (audience: business license holders, 608): 33.3% open
- Feb. business newsletter 2 (audience: business license holders, 608): 37.3% open

Press Releases & Coverage

- City of Milford Launches MyMilford App (Feb. 16)
 - o DE State News: City announces launch of MyMilford app (Feb. 16)
 - o WBOC News at 6pm (Feb. 17)
 - o MilfordLIVE: City of Milford Launches MyMilford App (Feb. 17)
 - o Cape Gazette: City of Milford launches MyMilford App (Feb. 27)
 - o Downtown Development Districts Program, New App Sparking Milford's Growth (March 2)

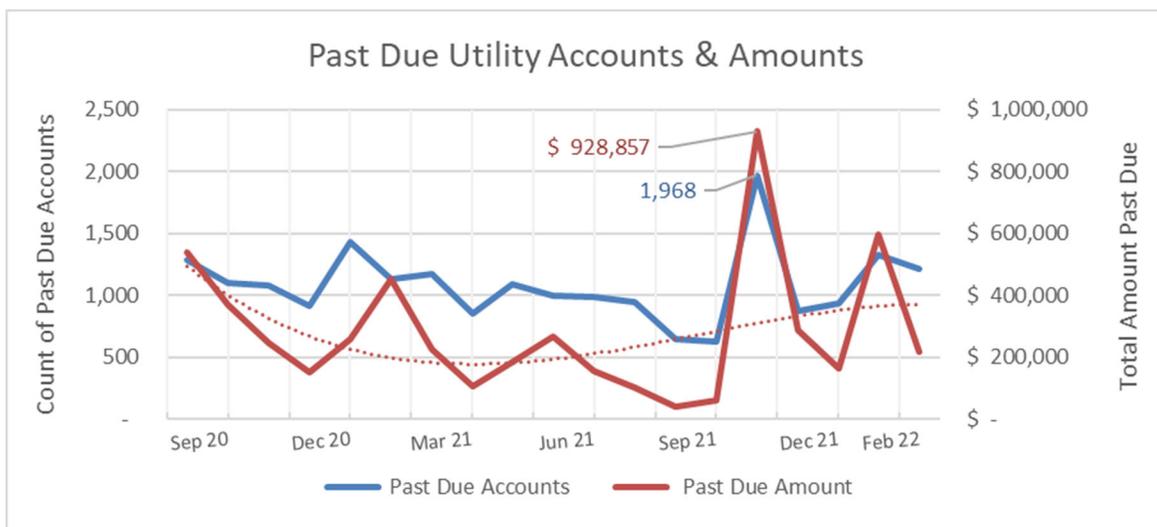
IT Department

- Security:
 - o Two-factor authentication has been implemented, and the related policy has been reviewed and approved.
 - o Phishing tests are scheduled. Individuals who fail the tests will be prompted to complete additional training.
- M365 and Cloud:
 - o Now that we have migrated our shared files and email, we will focus on providing training to end-users and improving processes.
- Council Livestreaming:
 - o Network upgrades have begun, and we are identifying hosting options for livestreaming and council video archives.
- Policies and Procedures:
 - o Update: additional policies are under review (Acceptable Use, Use of Data). We are expanding this project to ensure we cover a broader scope of policies. Rather than declare completion, we will provide links to policies and procedures as they are approved.
- ERP Implementation:
 - o The ERP kick-off has been moved to March, starting with Finance.
- Network:
 - o Due to vendor resource and scheduling issues, Comcast had to push the fiber upgrade back to February. In addition to the fiber upgrade, we are redesigning the network topology. This redesign will improve network performance and reliability.

Finance Department

- Monthly Financial Reporting
 - o The Finance Reports for the periods ended 12/31/2021 and 1/31/2022 were distributed to Council and approved to kick off the initiative to shorten the financial reporting timeline
- Training and Improvement Efforts
 - o Sandra Peck attended the virtual graduation for the Delaware Municipal Leadership program she completed last fall; also participated in a webinar covering SB1 related to paid family leave and a four-hour ethics training course that also meets her CPA license requirements
 - o Katti Murphy continued the ongoing payroll processing learning curve with greater independence this month
 - o Suzannah Frederick attended LeaderGov's Problem-Solving Best Practices in Local Government Workshop

- o Sandra Peck and I represented the Finance Department in an ARPA / Bipartisan Infrastructure Law (“BIL”) briefing hosted by the Governor’s Office
- Staffing
 - o We are once again recruiting for a recently vacated position in Customer Service as well as initiating the search for temporary project implementation support as the Tyler ERP Implementation is underway
- FY23 CIP and Budget Processes kicked off
 - o CIP submissions are being returned to the Finance Office for compilation
 - o Operating budget templates have been distributed to departmental leadership for input
 - o A series of internal budget review meetings have been scheduled in late March/early April
 - o The budget schedule for Council Workshops and Meetings follows last year’s format closely; the attached memo from City Manager Mark Whitfield recaps key dates
- Police Facility Project – Planning and Design
 - o The USDA Financing Application Process remains open
 - Becker Morgan is preparing segments of the application related to environmental, architectural and design components, with staff support
 - The Public Works and Finance teams are coordinating efforts to comply with project inspection, construction manager engagement review and long-term budgeting requirements of the application
- FY21 Audit Process
 - o 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
 - o We plan on presenting a draft of the unaudited financial statements and reporting package to Council on 3/14/2022
- Billing & Customer Service Department
 - o Another breakdown in our bill print vendor’s operations caused bill delivery delays for three of the City’s four billing cycles in February; no late fees will be applied for the affected cycles
 - We gained an audience with the firm’s service leadership, who are attempting to identify and correct the root cause of this spring’s failure, which is wholly unrelated to the systemic issues experienced last fall across the globe
 - o The graph below exhibits past due accounts and balances since August 2020



- o The Customer Service team rebounded from the spikes in January attributable to cold weather
 - The dollar amount past due (solid red line) is 24% lower than the average for graphed periods and 4% lower than last February
 - The count of accounts having any amount past due (blue line) is 13% higher than the average over all periods and 4% higher than last February
- o A breakdown of property taxes outstanding follows below with differentiation between the current tax levy and previous tax levies.
- o The past due amounts compare favorably in total to the past due amounts reported one year ago

Property Tax Levy	Past Due (\$000) as of:				
	11/1/21	12/1/21	1/3/22	2/1/22	3/2/22
2021 (FY22)	\$279	\$189	\$145	\$131	\$119
2020 & Prior	\$213	\$185	\$173	\$172	\$163
Total	\$491	\$374	\$319	\$303	\$282

Property Tax Levy	Past Due (\$000) as of:				
	11/5/20	12/11/20	1/8/21	2/1/21	3/3/21
2020 (FY21)	\$229	\$133	\$108	\$102	\$95
2019 & Prior	\$250	\$230	\$221	\$218	\$208
Total	\$479	\$362	\$329	\$321	\$303

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

Councilmember Fulton moved to accept the City Manager and Department Head reports, seconded by Councilmember Boyle. Motion carried.

Draft FY21 Audit/Update

Finance Director Vitola reported that more than half of the field work has been completed by the audit firm. That does not include any substantial field work. They will be on site Thursday, March 17th, all day to conclude final field work.

The goal is to complete the audit by the end of April 2022, though he hopes to have it added to agenda for acceptance at the April 11th Council meeting.

See Finance Staff Report for additional information.

WARD REPORTS & COMMUNICATIONS

Comcast Issues

Councilmember Boyle reported complaints are being received again because Comcast has again taken away another Philadelphia channel. He hopes that the City continue to search for another service that can be offered to our residents.

Mayor and Council talked about other services available in the area outside of the traditional Comcast Cable.

North Washington Street Speeding

Councilmember Baer reported speeding complaints on North Washington Street.

He also reported a modification to the MyMilford app is being considered to easily report speeding throughout the City.

The constituent questioned ARPA funding and the website was modified by the Finance Director and Economic Development Coordinator.

He also reported that DMI is hosting an Economic Vitality Meeting tomorrow at 4:00 pm at DMI Headquarters downtown. Councilmember Baer invited another Councilmember to attend with him.

CORRESPONDENCE

DEMEC Municipal Renewable Portfolio Standard - Updated Plan

Finance Director Vitola briefly explained as is required by state statute enacted in February 2021, DEMEC is required to submit a comparable Renewable Portfolio Standard Plan. This plan details DEMEC's approach, on behalf of our members, to achieve a defined level of renewable energy for their respective service territories.

He noted that no action is needed.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Funding Authorization/Vehicle Purchase/Water Department W-8

Public Works Director Mike Svaby referred to the memo from Public Services Superintendent Steve Ellingsworth that includes a quote from Hertrich Fleet Services valid thru March 31, 2022. It reflects an updated price for replacement of Vehicle W-8 of an estimated cost of \$52,000 (best estimate at the time). The updated quote reflects an increase from the estimated FY 22 CIP Budget of \$20,000.

Public Works and Finance Stall have evaluated the funding possibilities and recommend that \$20,000 be appropriated from Water Reserves so that Public Works can proceed with the scheduled vehicle replacement.

The truck is a heavy-duty vehicle used primarily in the water department and has a flat bed with a box for hauling.

Councilmember James asked if water operating cash should be considered instead or will there be a transfer out of that fund into the water reserves.

Director Vitola stated that yes, there is sufficient funding in the water fund capital reserves and the February report is the first report a breakout of operating verse capital, minimum cash reserves. That freed up at least \$250,000 in the water fund reserves while encumbering the operating cash as a minimum. That leaves almost \$200,000 of uncommitted reserves now in the water reserve fund. He prefers using the reserve funds because they are intended to be put away and invested to meet future capital needs. He also noted that handling in this manner will also eliminates a budget amendment if the funding was moved to the operating budget in the reverse direction.

There was a question about the \$63,000 estimate and Director Svaby explained that when the Vehicle Depreciation Schedule was first developed during the last budget cycle, the estimate was \$52,000. The first-round estimate was \$63,000 and it has increased another \$9,000 and is \$71,000 through the end of this month. There was no scope change or equipment added and is only an inflationary adjustment.

The Public Director also noted that if this vehicle is ordered tomorrow, it will take at least fifteen months to land. The condition of the current vehicle will continue to worsen in the meantime and is over its ten-year mark. He confirmed that once the order is placed the price will be locked.

Councilmember Fulton moved to approve \$20,000 from water reserves to fund the purchase of a new W-8, total cost not to exceed \$72,000, seconded by Councilmember Culotta. Motion carried.

Ordinance Introductions:

Planning Director Pierce provided a brief synopsis of the following ordinances, introduced by Mayor Campbell:

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 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

*Ordinance 2022-12**Lands of Buccaneer Carwash*

0.989 +/- acres of land located along the east side of N. Dupont Boulevard and the west side of N. Walnut Street

Application Type: Revised Conditional Use Preliminary Site Plan

Comprehensive Plan Designation: Commercial

Zoning District: C-3 (Highway Commercial District)

Present Use: Carwash

Proposed Use: Carwash

Tax Parcel: MD-16-174.14-01-16.00

*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: Preliminary Conditional Use Site Plaza

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

*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

*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

Ordinances 2022-11, 12, 13, and 15 shall be reviewed by the Planning Commission and a recommendation made to Council. All six ordinance are on Council's agenda for a final public hearing and determination on March 28, 2022.

Ordinance 2022-14 will be presented to the Commissioners as an information only item.

ADJOURNMENT

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

The Council Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Recorder