



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

## CITY COUNCIL AGENDA November 13, 2023

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 available for viewing by the public by accessing the following link:*

<https://zoom.us/j/99156131279>

*or*

<http://www.cityofmilford.com/553/Watch-Public-Meetings>

*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 PM**

### **15-Minute Public Comment Period\***

Virtual attendees must register prior to start time of meeting by calling 302-422-1111

Extension 1300 or 1303, or by sending an email to [cityclerk@milford-de.gov](mailto:cityclerk@milford-de.gov) and providing your name, address, phone number, and item name and/or description you wish to comment on.

Persons in attendance that wish to speak must sign up prior to the start of the Council Meeting.

## COUNCIL MEETING

Call to Order – Mayor Arthur J. Campbell

Invocation

Pledge of Allegiance

Roll Call

Recognition

Introduction/New City Employees

Ordinances/Public Hearings/Public Comments/Final Determination ®

Ordinance 2023-39

Lands of Riverwalk Villas on behalf of Milford Housing Development Corporation  
3.829 +/- acres of land located along the north side of Mispillion Street and  
west side of Marshall Street

Application Type: Preliminary Major Subdivision

Comprehensive Plan Designation: Moderate Density Residential

Zoning District: R-3 Garden Apartment & Townhouse District  
Present Use: Vacant Land  
Proposed Use: Townhouse Subdivision  
Tax Parcel: 3-30-7.17-11.00

Ordinance 2023-40  
AMENDING AND ADOPTING BY ORDINANCE  
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN  
Amendment #16  
Milford Corporate Center  
MD-16-173.00-01-01.00 (portion)  
Future Land Use Designation Change

Ordinance 2023-41  
Lands of Milford Corporate Center  
182 +/- acres of land (portion of) located at the northwest  
corner of Milford-Harrington Highway & Canterbury Road  
Application Type: Change of Zone  
Comprehensive Plan Designation: Industrial & Commercial (pending adoption of Ordinance 2023-40)  
Present Zoning District: I-1 (Limited Industrial)  
Proposed Zoning District(s):BP (Business Park)  
Present Use: Vacant Land  
Proposed Use: Industrial Park/Corporate Center  
Tax Parcel: MD-16-173.00-01-01.00 (portion of)

Ordinance 2023-42  
AMENDING AND ADOPTING BY ORDINANCE  
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN  
Amendment #17  
Burriss Foods Incorporated  
3-30-10.08-070.00 (portion)  
Future Land Use Designation Change

Ordinance 2023-43  
Lands of Burriss Foods, Inc.  
0.621 +/- acres of land located to the west of 412 McColley Street  
Application Type: Change of Zone  
Comprehensive Plan Designation: Industrial (pending adoption of Ordinance 2023-42)  
Present Zoning District: R-2 (Residential District)  
Proposed Zoning District(s): I-1 (Limited Industrial District)  
Present Use: Industrial Outdoor Storage  
Proposed Use: Industrial Outdoor Storage  
Tax Parcel: 3-30-10.08-070.00 (portion)

Ordinance 2023-44  
AMENDING AND ADOPTING BY ORDINANCE  
THE 2018 CITY OF MILFORD COMPREHENSIVE PLAN  
Amendment #18  
Kenton Property  
MD-16-183.07-01-12.00 & MD-16-183.07-01-14.00

Approval of Previous Minutes

Staff Reports

Police Department

City Clerk  
City Manager  
Public Works  
Electric  
Planning & Zoning  
Parks & Recreation  
Human Resources  
Economic Development & Community Engagement  
Information Technology  
Finance

Monthly Finance Report <sup>1</sup>

Communications & Correspondence

Unfinished Business

FY24 Budget Adjustment/Emergency/Generator//Public Works Facility

New Business

Authorization/Additional Funding/Davey Resource Group/Electric Infrastructure Inventory Project <sup>2</sup>  
Confirmation/Mayoral Appointment/Tree Preservation & Advisory Council <sup>2</sup>  
Authorization/General Fund Reserves/NE Front Street Floating Dock Repairs <sup>2</sup>  
Authorization/Easement License Agreement/West Shores at New Milford/Stormwater Management Infrastructure  
Authorization/Windward on the River Pump Station Agreement & Pump Station Contribution  
Authorization/Knight Crossing Development Agreement

Introduction/Ordinance 2023-45  
Amendment to City of Milford Code  
Chapter 180-Residential Rental Operating License  
License Fee Waiver/Disabled Tenants

Introduction/Ordinance 2023-46  
Lands of Randall Kenton  
3.72 +/- acres of land located along the north side  
of NE Front Street and the east side of N. Rehoboth Boulevard  
Application Type: Change of Zone  
Comprehensive Plan Designation: Commercial (pending adoption of Ordinance  
2023-46)  
Zoning District: C-3 (Highway Commercial District)  
Present Use: Pallet Recycling  
Proposed Use: Pallet Recycling  
Address: 609 NE Front St  
Tax Parcel: MD-16-183.07-01-12.00 & MD-16-183.07-01-14.00

Introduction/Ordinance 2023-47  
Lands of Iglesia Pentecostal Bethel Delaware, Inc.  
0.808 +/- acres of land located along the north side of  
SE Front Street approximately 55 feet east of the Charles Street Intersection  
Application Type: Conditional Use  
Comprehensive Plan Designation: Low Density Residential  
Zoning District: R-2 (Residential District)  
Present Use: Church (095.00), Church Parking (094.00), Former Single-family Dwelling (096.00)  
Proposed Use: Church with associated parking  
Address: 803, 805 & 807 SE Front Street  
Tax Parcel: 3-30-7.17-094.00, 3-30-7.17-095.00 & 3-30-7.17-096.00

## Adoption/Resolution 2023-28 ☉

AUTHORIZING A CERTAIN PROJECT HEREIN DESCRIBED AND THE INCURRENCE OF INDEBTEDNESS AND THE RATIFICATION OF THE APPROVAL OF A CERTAIN CAPITAL PROJECT; AUTHORIZING THE ISSUANCE OF THE USDA GENERAL OBLIGATION BONDS, SERIES OF 2023 (THE "USDA BONDS"), IN ONE OR MORE SERIES, TO PROVIDE FUNDS FOR AND TOWARD SUCH PROJECT; SETTING FORTH TERMS OF THE USDA BONDS; COVENANTING TO BUDGET, APPROPRIATE AND PAY DEBT SERVICE ON THE USDA BONDS AND PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER OF THE CITY FOR PAYMENT OF THE USDA BONDS; SETTING FORTH THE SUBSTANTIAL FORM OF THE USDA BONDS; PROVIDING FOR THE EXECUTION AND AUTHENTICATION OF THE USDA BONDS; PROVIDING FOR THE SALE OF THE USDA BONDS AND AUTHORIZING THE ACCEPTANCE OF THE USDA COMMITMENTS FOR THE PURCHASE OF THE USDA BONDS: SETTING FORTH THE INTEREST RATE AND MAXIMUM DATE OF MATURITY; SETTING FORTH CERTAIN FEDERAL TAX COVENANTS; PROVIDING FOR THE APPLICATION OF USDA BOND PROCEEDS; AUTHORIZING OFFICERS TO ACT; APPROVING THE UNDERTAKING OF CERTAIN CONTINUING DISCLOSURE, IF ANY; SETTING FORTH THE DATE OF THE USDA BONDS AND OTHER DOCUMENTS; AUTHORIZING OTHER NECESSARY ACTION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL INCONSISTENT ORDINANCES; AND STATING THE EFFECTIVE DATE.

## Adoption/Resolution 2023-29 ☉

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS 2023 MILFORD POLICE FACILITY ACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE IN THE AMOUNT OF \$8,500,000.00.

## Adoption/Resolution 2023-30 ☉

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS 2023 MILFORD POLICE FACILITY ACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE IN THE AMOUNT OF \$8,000,000.00.

Sussex County Land Use Application CZ-2004

Key Properties Group, LLC/Tax Parcel 3-30-11.00-070.00

## Adjournment

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

**ALL 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, DISTRIBUTED, OR PRESENTED AT MEETING ONCE PACKET HAS BEEN POSTED ON THE CITY OF MILFORD WEBSITE. ANY MATERIALS UTILIZED DURING THE MEETING SHALL BE FROM THE COUNCIL PACKET AND REFERENCED BY PRESENTER USING AUDIO AND VISUAL MEANS TO ENSURE VIRTUAL PARTICIPATION BY ALL IN ATTENDANCE.**

*\*Time Limit is three minutes per speaker, not to exceed a total of fifteen minutes for all speakers prior to start of meeting/workshop.*

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

100523 102323 110123

<sup>1</sup> 102423 Item Moved from 102323 Agenda (Provisional)

110623

<sup>2</sup> 110823 Late Addition/City Electric Director/Received with Monthly Report

110823 Late Addition/P&R Director/Vacancy Timing Issue

110823 Late Addition/P&R Director/Emergency Repairs Reported

110823 Executive Session Removed

110923 City Manager Requested Agenda Amendment (Order of Items)