

MILFORD CITY COUNCIL
MINUTES OF MEETING
July 8, 2019

The City Council of the City of Milford met in Workshop Session on Monday, July 8, 2019 in the Joseph Ronnie Rogers Council Chambers at Milford City Hall, 201 South Walnut Street, Milford, Delaware at 6:38 p.m.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilmembers Daniele Marabello, Mike Boyle, Lisa Ingram Peel, Todd Culotta, Owen Brooks Jr., Douglas Morrow, Jason James Sr. and Katrina Wilson

STAFF: City Manager Eric Norenberg, Police Chief Kenneth Brown and Recorder Carlene Wilson

COUNSEL: Solicitor David Rutt, Esquire

Milford Housing Development Corporation Presentation

Mayor Campbell introduced Dave Moore.

Mr. Moore said he is President/CEO of Milford Housing Development Corporation (MHDC). Previously he was a consultant for USDA and has been with MHDC for the past nineteen years.

MHDC was established in 1977 by a group of local citizens spearheaded by Reverend Frank Lucia. When the Academy School was condemned, they stepped in, demolished the building and built Academy Apartments that remain today. About ten years ago, they rehabbed that property, without taking on any more debt and without changing the rent structure.

Until the mid-eighties, MHDC met on that property. In the early 1990's, they were able to secure a grant for Milford Housing called Self-Help Housing. That enabled them to hire some staff to start that program in the mid nineties through the United States Department of Agricultural. Their first sixteen homes were built through that program.

Marshall Manor, a senior rent-controlled 36-unit complex, was built in 2000. Since then, several properties have been done not only in Milford, but in Kent and Sussex Counties.

In 2000, when Mr. Moore was hired, there were three staff people and approximately \$2 million in assets. Today, they have 142 staff in three states and slightly more than \$70 million in assets.

Mr. Moore provided the following information:

Main programs include:

- Statewide Emergency Repair Program
- Self-Help Housing Program
- Single Family Home Development
- Multi Family Home Development

Other Services Include Transitional Housing, Property Management, Preservation and a Homebuyer's Club.

In 1990, the Central Delaware Habitat in Dover was started. The Self-Help Housing Program is very similar though the big difference is the mutual labor. Families work together on each other's homes.

With the Habitat model, families put in 250 hours and other people worked on weekends to build the homes. The first program in Delaware was based in Milford in 1998.

They did not build any self-help homes in Milford because though they had land, but did not have families. This is program not suited for everyone because the families do everything except the mechanicals, masonry, plumbing,

heating, electric and finished flooring which are contracted out. Families work on framing, siding, windows and doors, roofing, interior trim, cabinets, counter tops along with Milford Housing's Construction Supervisors.

Families are realizing about \$33,000-\$34,000 in equity, which is the difference between the appraised value and the mortgage.

They also leverage other financing through the Federal Home Loan Bank and other sources to make mortgages work for the families.

MHDC only serves below 100% of median income. Technically, most of the homes are below 80% of median income.

For Kent County, a four-person household can only make up \$53,500 and below. Families put in about 1,500 hours to get homes compared to 250 hours spent by Habitat families.

To date, they have done more than 200 self-help homes and right now have twenty-five under construction within the two counties.

The statewide emergency repair program is a program with a long history in Delaware, operated by First State Resource Conservation and Development Council (RC&D), and administered through Kent County. This involves emergency repair services for seniors at no cost to them. As long as they own their home and meet the income restrictions, MHDC will do the work as far as health and safety type issues.

But because they no longer wanted to continue that program, the five employees were laid off and 200 rehabs were going to be stopped.

All five staff members laid off were immediately hired by MHDC in 2011 which kept the program going. Many volunteers help with this program. This year, they have done 112 projects for seniors.

MHDC owns about sixty multi-family complexes in Sussex, Kent, New Castle Counties and eastern shore Maryland. They also manage approximately 2,300 units in Delaware, Maryland and eastern shore Virginia. Though they are not just in Milford, they are keeping that name and want to do more here.

They are very astute at tax credit development. He explained the difference between affordable housing and for-profit housing is a construction guy. For MHDC, non-profit development and affordable housing development is all about not giving up quality for affordability. They ensure these families have energy-star type housing, and are quality built with the intent of being there long term.

MHDC has a family of companies they own. They include East Coast Property Management, Ground Control LLC (site development) and Mission Builders (general contractor). Mission Builders built the two homes on North Street for Dan Bond, in addition to other construction opportunities in Milford and Kent and Sussex County.

ZeMod is a program involving a zero-energy house. MHDC worked with various partners, including the Delaware Sustainable Utility and Vermont Energy. The program was introduced as a way for families to get into a house with a utility cost of approximately \$100 a year.

It was at the Delaware State Fair for two years. The single wide model remains at Beracah Homes, who is another partner. The ranch-style house is in their subdivision in Lincoln and is currently being assembled. Two houses have been sold and the EPA is monitoring them for utility usage and cost effectiveness.

Mr. Moore commended both Mr. Pierce and Mr. Norenberg who have been excellent to work with. Commenting on several valuable resources that have been brought to Milford under their leadership, he is particularly pleased with the \$350,000 Strong Neighborhood Grant in the City of Milford.

MHDC works with the DDD in Milford and looks forward to doing more.

He feels this is a great opportunity to let Council and public know about their programs and who to call. If someone wants something done and is experiencing a housing issue, he wants them to call him.

Mr. Moore said the staff here is tremendous and in the nineteen years he has been in Milford, this is the first time he has been invited to Council to share what they do publicly and appreciates it.

Councilmember Wilson stated that Milford Housing has been a blessing to many people in Milford. She appreciates the work they do and whenever she has called Mr. Moore to help a family that has come into her office, he is always very willing or finds resources that can help them. It is often a family who is at its lowest peak.

She commended him and the efforts he puts forth helping families.

When asked to comment on mortgage assistance, Mr. Moore shared that traditionally a person obtains a mortgage from a bank or a mortgage company which involves a 15/20/30-year rate at note rate. They do between 40 and 50 loans a year through USDA because most families qualify income wise. He has one person that works for the City of Milford that went through their self-help program and Mr. Moore is proud he is still in that same home today.

Mr. Moore explained this is the best mortgage in the world. He is bank director of a community bank in Milford and there no way his bank could do what the USDA does. For instance, today's note rate is 3.5% with the USDA. That means if you at 80% of median income and you obtain a \$150,000 loan, the interest rate will be 3.5%. A lot of families in Milford are not at 80%. Forty percent are below 50% of the median income.

USDA allows a sliding scale on income. They will take it down to 1% and will extend it to 38 years if needed. This provides families an opportunity, with taxes and insurance, to make a house payment that is less than what they are paying in rent. It is important to know that people working at restaurants and stores are able to afford their own home through his company.

He further explained that as their income goes up, and though they may have started at 1%, it can actually go to 2%, because every fourteen months, their income is evaluated.

The federal government is only subsidizing the difference between the interest rates. The family is still paying all the principal and a reduced interest rate until they can get on their feet financially.

This mortgage also has a safety net according to Mr. Moore. Should they lose their income and go down to zero for several months before they can find another job, USDA can put a moratorium on their mortgage. They will not lose the home and instead tack those payments onto the end of the term. Instead of 38 years, it may end up being 38 years and nine months, etc. That can be done up to twenty-four months for the life of the loan.

Of the 200 houses that MHDC has done, there has only been one foreclosure and most of those families remain in those homes today.

Mayor Campbell commended Mr. Moore and MHDC noting they work they do to help families is phenomenal.

The Workshop Session concluded at 7:00 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Transcriber

MILFORD CITY COUNCIL
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A Meeting of Milford City Council was held in the Joseph Ronnie Rogers Council Chambers at Milford City Hall on Monday, July 8, 2019.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilpersons Daniel Marabello, Mike Boyle, Lisa Ingram Peel, Todd Culotta, Owen Brooks Jr., Douglas Morrow, Jason James Sr. and Katrina Wilson

STAFF: City Manager Eric Norenberg, Police Chief Kenneth Brown and Recorder Carlene Wilson

COUNSEL: Solicitor David Rutt, Esquire

CALL TO ORDER

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

INVOCATION AND PLEDGE

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

APPROVAL OF PREVIOUS MINUTES

Included in the packet were minutes from the May 28, 2019 Joint Workshop, Committee and Council Meetings and the June 10, 2019 Council Meeting.

A minor change will be made to those Councilmembers in attendance at the May 28, 2019 meeting.

Motion to approve, with attendance change, made by Councilmember Brooks and seconded by Councilmember Wilson. Motion carried.

RECOGNITION

No special guests in attendance.

MONTHLY POLICE REPORT

Police Committee Chairperson Wilson presented the monthly Police Report on behalf of Chief Brown. With no questions from Council or comments by Chief Brown, Councilmember Boyle moved to accept the monthly police report, seconded by Councilmember Peel. Motion carried.

MONTHLY CITY MANAGER REPORT

City Manager Norenberg referenced his monthly report, noting that the Public Works and Finance Department will forward their information this week.

He referenced the year to date figures compared to last year that showed a number of increases in several key areas including residential permits, rental inspections performed, code cases closed, etc. The City Manager attributes that to have two code officials in-house who are able to address these matters in a timelier manner.

Also referenced is a survey related to the City's Dog Park. The P&R Advisory Board asked that a survey be prepared and he and Parks and Recreation Director Dennehy have been working to get additional input from its users for several months.

When Mr. Dennehy returns from vacation, they will review those results. In the meantime, Mr. Norenberg will send the link to City Council who can share it with any interested persons.

Councilmember Marabello asked the difference in the Economic Development Private Investment for the year ending 18 (\$11 million) and 19 (\$2 million); Mr. Pierce stated that the year to date 18 column includes all projects since the inception of the program in September 2016. The right column only includes this fiscal year.

Councilmember Peel moved to accept the City Manager report, seconded by Councilmember Wilson. Motion carried.

MONTHLY FINANCE REPORT

Finance Committee Chairman James reported that he had some questions that Mr. Portmann will answer them when he returns to work.

He acknowledged that the report covers eleven months or 92% of the fiscal year.

In regard to the fund balance report showing the cash balances, reserves and impact fees, he is unsure what portion are already encumbered and if this is a complete picture of the City's finances. He is asking because the total of everything is \$43.8 million and the audit shows amounts well above that.

As of May 2019, revenues are at 94% and expenditures are at 81%.

Chairman James pointed out that if June were to replicate May, the year should end with revenues at 102% and expenses at 92% of the budget, providing a favorable variance and total of approximately \$4 million, give or take \$200,000. He noted that is around the same number for last year, though there was a forgiveness of debt of \$1.3 million at that time.

Of the \$4 million, \$1.4 million would be in water, sewer and solid waste combined and about \$2 million from electric sales.

The Chairman confirmed that the City continues to enhance its funds, and though he is unable to speak of restricted or unrestricted funds, it still will result in a favorable variance.

Councilmember Boyle moved to accept the May 2018 Finance Report, seconded by Councilmember Wilson. Motion carried.

COMMITTEE & WARD REPORTS

Councilmember Culotta said he has a comment from the Little League. At the corner of South Washington and Fourth Streets, there is some parking overlap that is making it difficult to get up and down Fourth Street. He recommends the City paint the curbs yellow which he believes will resolve the problem.

He also pointed out that he is seeing a lot of growth downtown between the bricks on the sidewalks. He has been told the City has an attachment that connects to the street sweeper that sprays weeds.

Public Works Director Whitfield explained the attachment will spray up to the curbing but not onto the sidewalks.

Councilman Culotta asked what is being done to address this problem; Mr. Whitfield indicated that is part of the property owner's responsibility though there are areas that fall under the City adjacent to the parks. It was agreed the sidewalks adjacent to the stores are the responsibility of the property owner, as with any residential property.

Mr. Whitfield noted that they generally paint every year and spray on a regular basis. However, the amount of rainfall this past spring resulted in a not so successful year. He asked anyone that notices an area that has been missed, to contact him with the information.

Councilmember James added that the weeds on the outside of the curbs on his street that meet the road are much higher than normal.

The Public Works Director did note there are areas that are inaccessible due to parked vehicles. His staff has been working with those residents to notify them not to park in specific areas during a certain time.

Councilman James also reported that the sidewalk has been repaired that was damaged by the water pits on James Drive on the corner. However, there is another sidewalk with the same problem at the adjacent property. When the repairperson was questioned, he stated that it was not on his list.

Public Works Director Whitfield will follow up.

Councilmember Peel said she is happy that someone is working on the sinkhole on Lakeview. Mr. Whitfield said he is not familiar and believes that is a DelDOT project.

Councilmember Morrow said he knows Mr. Dennehy is on vacation, but the grass at the cemetery is getting out of control on the southside. He said the contractor does not spray between the headstones and there is very little trimming going on. Some of the weeds are at least a foot high.

Mr. Norenberg will follow up with RJ Skinner tomorrow morning.

Councilmember Culotta said for the public record, he had a neighbor that requested a light pole be moved from a portion of his property that somewhat blocked his driveway. The new Electric Superintendent Will Gallagher took the call and actually did the work last week. His neighbor is very happy with the work and quick turnaround.

COMMUNICATION & CORRESPONDENCE

Mayor Campbell then reported that during the Community and Economic Development Committee meeting, they discussed how many yard sales a person can have. He has received a lot of phone calls and photos sent by residents complaining about that situation.

The Planning Director did a survey and learned that many surrounding communities only allow three to four-yard sales per year though many people in Milford are having them every weekend.

The Mayor said that Mr. Pierce will follow up with additional information after it has been reviewed by the Planning Commission.

Councilmember Morrow asked if the person that sets up the sales behind Kent Sussex Tire and across from Wawa is permanent; Mr. Norenberg said the City has requested he apply for a conditional use permit because it kept growing and becoming bigger and bigger.

UNFINISHED BUSINESS

Authorization/Milford Public Library

For personal reasons, Mayor Campbell recused himself at this time, leaving the Council Chambers. Vice Mayor Morrow temporarily presided while the library was being addressed.

Mr. Norenberg recalled City Council reviewing a request from Milford Public Library for funding this year. A presentation followed by the Library Director and the funding was approved in this year's budget.

An agreement was created, similar to those in place with Milford Museum, DMI and others that receive funding from the City. The agreement also includes some items previously recommended by City Council.

He appreciates the time spent with him by the Library Director, Library Staff and the Board of Directors.

Library Director Kay Hudson was present and thanked City Council for supporting the library. She then provided an update of summer activities and patron numbers.

Ms. Hudson encouraged Council to attend Music in the Park held every Wednesday evening in July.

Councilman James thanked Ms. Hudson for making the restrooms available during downtown events. Ms. Hudson stated arrangements were already being made for the lower level restrooms to be open during all functions.

Councilmember Marabello moved to adopt the following agreement, seconded by Councilman Culotta:

AGREEMENT BY AND BETWEEN
THE CITY OF MILFORD AND THE MILFORD PUBLIC LIBRARY

This Agreement, made and entered into this 8th day of July, 2019, is by and between the Milford District Free Public Library, a Delaware corporation, and the City of Milford, Delaware, a Delaware municipal corporation.

See packet for complete agreement.

Motion carried.

Mayor Campbell returned to the meeting.

Authorization/Friends of Milford Museum

Mr. Norenberg reported this is a renewal of the agreement with Milford Museum, who also receives funding from the City. There was increase in the financial request.

Councilmember Culotta then recused himself after stating he is a member of their Board of Directors. He left the chambers at this time.

Councilmember Peel moved to adopt the following agreement, seconded by Councilmember Morrow:

AGREEMENT BY AND BETWEEN
THE CITY OF MILFORD AND THE FRIENDS OF THE MILFORD MUSEUM INCORPORATED

This Agreement, made and entered into this 8th day of July, 2019, is by and between the Friends of the Milford Museum Incorporated (Milford Museum), a Delaware corporation and the City of Milford, Delaware, a Delaware municipal corporation.

Motion carried.

Councilmember Culotta returned to the chambers.

Authorization/Transfer of Equipment and Cancellation of Note with Community Cemetery

City Manager Norenberg discussed the request to cancel the Promissory Note related to the Loan from the City by the cemetery. Recently the Cemetery Board voted to request City Council forgive the loan and take the equipment for use by Parks and Recreation, due to the hiring a private contractor who now handles the cemetery duties.

The following request was submitted:

As you are aware, the City Council recently approved the loan of \$16,260 to the Milford Community Cemetery to purchase some new equipment, namely some mowers and line trimmers which were worn out.

At this time, the Milford Community Cemetery is having the grass cut by a contractor, which is of a considerable saving to the City, both in time and money. This means that the equipment purchased is no longer needed at the cemetery and has not been used in the cemetery at all this year.

Parks and Recreation as part of the capital budget of 2018-19, identified the need for new mowing equipment as was approved by Council. His employees have evaluated the equipment purchased for the Cemetery and believe it would be of great use to the Parks and Recreation Department for use elsewhere in the City.

The capital funds appropriated for mowing equipment are still available and it is my recommendation that we go ahead and purchase the equipment back from the Cemetery board for the original asking price. Any changes or amendments to the original contract will go through our attorney.

Mr. Brooks moved to approve the cancellation of the related Promissory Note signed on April 1, 2019, seconded by Councilmember Morrow. Motion carried.

Update/Replacement/Cost Estimate/Milford Police Station

Architect Brenden Frederick of Becker Morgan Group was present reminding Council he was overseeing the plan for the replacement police station.

Mr. Norenberg referenced the documents included in the Council packet and the most recent cost estimate prepared by Richard Y. Johnson (RYJ).

Mr. Frederick reported that Becker Morgan has been working with the police updating the space plan and layout, though there remains a couple moving parts with the site as things continue to be developed. At this moment, he wanted to present the original site plan concept 1, which shows the new 30,000 square foot facility closest to the road. However, there is still time to move it back further as other decisions are made.

Using the building layout and site plan presented, they engaged RYJ who is actively completing Troop 7 in Lewes to develop a concept budget. It is an excellent comparison as those bids were received one year ago and the two facilities are of a similar scale and similar site.

He explained the costs are separated in columns, based on the main facility (department), maintenance building (secondary outbuilding) and totals.

Mr. Frederick reviewed the following:

Base building costs (straight trade cost):

	<i>Main Building</i>	<i>Maintenance Facility</i>	<i>Total</i>
	\$13,006,295.80	\$ 877,510.14	\$ 13,883,805.94

Adding in CM (construction management) costs:

Project Grand
Total

<i>Project Grand Total</i>	\$ 13,959,710.59	\$ 937,976.64	\$ 14,897,687.23
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*Project Grand Total
Contingency &
Bond Costs*

	\$ 14,619,559.53	\$ 982,456.81	\$ 15,602,016.34
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Mr. Frederick explained the \$15.6 million includes all site costs and building costs for the structure.

He also discussed the associated soft costs that include items like telephones, computers, furniture, etc. Again, this was based on the Troop 7 facility. Approximately \$600,000 is estimated for access control/security cameras, etc. that is already included in the concept budget.

Telecomm / Data - \$300,000
Phone System - \$ 75,000
Security / Access Control - \$450,000
Furniture - \$650,000
Subtotal - \$1,475,000

When asked if furniture is included, Mr. Frederick said furniture is a separate number and \$300,000 is that estimate. The Troop 7 budget incorporates racks, computer systems, etc., though all of that may not be needed for Milford's facility. They had a phone system budgeted at \$75,000 that contains all handhelds, cabling, connections, etc. Their furniture was budgeted at \$650,000 of which evidence items such as high storage racks for evidence, work stations for their detectives, etc. are included.

Mr. Frederick reiterated the Milford facility is a very similar size to Troop 7 though the furniture package in Milford could be less.

When asked for a rough soft cost total, Mr. Frederick believes around \$1 million.

Mr. Norenberg explained that one reason this conversation was held up until July was because he was working with our State Legislators and the Bond Bill to help with the project costs. They asked for a lot of money and were coached to ask for \$3 million this year and \$3 million next year. They were given an allocation of \$300,000 which at least is some help in reducing the total project cost.

The City Manager has also talked with local Legislators about the possibility of getting CTF money allocated for the site improvements including roads, parking lots, sidewalks, etc. Potentially, he anticipates another \$200,000 to \$300,000 from that funding source.

Mr. Norenberg continues to find ways to reduce the total project costs through grants and other assistance. He also worked with Chief Brown to acquire funding from our Congressional Delegation but struck out in Washington DC in terms of DOJ and similar forms of funding.

Another item discussed by Council, created by the needs of the City Hall building, were the costs of moving elsewhere. As a result, RYJ did a quick synopsis to add enough space next to the community room, which would be used as a Council Chambers, for offices for the Mayor, City Manager, City Clerk and other City Hall and HR staff. However, very minimal space was added and a rough estimate of \$1.5 million was provided for comparison purposes.

They did not spend a lot of time on that, though the numbers can be used to compare the costs of a new building to what is needed to repair City Hall.

Mayor Campbell did not recall discussing adding on to the police facility. He recalls the Vale family donating the building and property. under the condition it be used by the City.

Mr. Norenberg stated that is correct. The property must be used as a public facility to conduct municipal business. However, he did recall conversations about using other portions of the site for a City Campus which is why this number was obtained. Becker Morgan offered to provide an estimate for conversation and cost estimation purposes only.

Mr. Frederick said this would add roughly 3,500 square feet and not a straight correlator to the cost per square foot which is why he had RYJ look at it.

Mr. Norenberg emphasized this is for financial comparison only and not a recommendation. By providing this information, he hopes to get additional direction tonight. During the last conversation, it was asked to have a clear understanding of the price tag and what has been done to reduce costs and find other sources of funding, before moving to the next stage of the project, which is to engage the public and obtain their feedback on the site, the appearance and the use of the public spaces.

He reported that he, Mayor Campbell and Finance Chair James met with Finance Director Jeff Portmann to discuss the financing. The cost of service studies needs to be completed in order to know how much of the uncommitted utility funds can be used toward this project.

When asked the estimated cost to repair the basement, Mr. Whitfield explained that he did not have a total cost yet, because Council had asked for an estimate to do the chimney work. What was presented that evening, not including the chimney work, was roughly \$250,000.

Councilmember Culotta said that did not guarantee it would not occur again. Councilmember James feels that guarantee is a strong word, though they did say based on their recommended solution, it would more than likely not occur again. If that would give an additional ten or fifteen years, that would be worth it, versus asking another \$1.5 million from our taxpayers.

Councilmember Culotta added that to Mr. Norenberg's point and agrees it makes sense to look at the budget and consider where we have had overages or available money in order to keep it as digestible as possible to the taxpayers.

Councilmember James recalled that at the end of last fiscal year, Mayor Campbell pointed out there was \$33 million in reserves of which \$7.4 million is in governmental activities and \$25 million in business type activities. Of that, \$12 million is in electric reserves. He emphasized that Mr. Portmann's concerns are correct. The cost of service study will tell us what needs to be done in the future for substations at a cost \$8 to \$9 million, etc. However, Councilman James wonders when that amount would be needed. Depending on the timing, there is a need to consider additional reserves that will continue to build. He feels there is a need to be crystal clear of what we present to the public and how much money can be spent for the police department out of reserves.

Councilman James also reminded Council the Finance Department continues to work on the required amount of reserves. Until those numbers are provided, City Council cannot say how much will be needed for bond issuance or what can be taken from reserves.

Councilmember Peel mentioned the number of dependent variables and the cost study that needs to be completed in order to provide a projection of what that policy should be. She agrees that \$33 million sounds very grandiose, but it is not unencumbered. Council agreed there are a number of uncertainties to consider.

Mayor Campbell said that he is also considering that once City Hall is retrofitted, the Finance Department may also fit here. Then the City could sell that building.

Councilmember Culotta asked that when we consider more City offices on this site, does that open up new avenues of public funding sources that could contribute to the project versus only calling it a police facility; Mr. Norenberg said that unfortunately, in terms of grants, it is pretty doubtful. There is very little funding available for brick and mortar projects through grants and foundations. He has found they are not interested in funding buildings that should be paid through normal revenues.

He explained that as Councilman James was discussing, utility funds could be used for a particular part of our operation, such as a customer service building. Also, another bank may be interested in the customer service building because it would definitely an asset having a bank on Walnut Street. Then we could move that function to this site which would still be very accessible and easy to find for our customers.

Mr. Norenberg also noted that the basement upgrades were referred to the Finance and Public Works Committee and will be discussed in August.

Councilmember Marabello then asked where the cost for the engineering and architectural fees are found; Mr. Frederick said that is not included in this budget, but will be based on the State Wage Scale of 6% which is \$936,000. He will add that to the proposal.

Mayor Campbell asked that he provide a picture of everything, from furniture to bond costs, etc., from this point on.

Councilmember Marabello established that the additional engineering fees take the project over \$16 million.

He then pointed out we have a lot of historical information related to operating costs. We also know we have a capital budget for five years and require a variable projected cash flow with every account, including necessary reserves. Then we can determine how much money we will have. He thinks we could handle this for the next five years and come close to having the money at hand.

The change in that position was almost \$4 million per year average and last year was \$7 million.

Mr. Frederick said there are a couple items that need to be determined. One is whether to build in the front of the site or in the rear. They need that determination to help zero in on the site costs.

Mayor Campbell feels Chief Brown should make that decision; Mr. Frederick said that Chief Brown left that up to Council because of the upcoming public input and what was occurring with this building. He will continue to work with Chief Brown and present the recommended options to Council.

Mr. Frederick said as referenced, the other issue is the engagement of the public. They need to understand that the police are to protect and serve. Unfortunately, a lot of interaction is negative whether it is a speeding ticket or something else. He thinks the engagement of public allows some positive interaction so our voters will understand it is not just a place for the police to hang out. They can see the wonderful community room available for use. In addition, they will have a voice about what they like and what they want to see at that police station. However, they will not get into the details on the police business end because that needs to be secured and maintained by the police.

This process has been done with school referendums and engaging the community is very helpful and gets those residents excited about the project.

Once they receive the final site information, the building will start to go from 2d flat to an elevated three-dimensional piece.

That will also help zero in on the final costs, because right now they are basing everything on the materials and costs of the Troop 7 facility.

When asked the LEED level included in the pricing, Mr. Frederick said the certification components have not been included though the State standard is to pursue LEED silver. They have every intention to make it a LEED silver compliant facility.

He explained there are some things in a LEED program that are added just to get one point, but do not have a usefulness for the building. However, they will make every opportunity to make it a sustainable, energy-efficient facility for the future.

Typically, those energy design components are incumbered in the design. There are additional administrative costs associated that would increase the total project costs. This is another review for point criteria which involves a lot of administrative time to be eligible for that plaque.

Mr. Frederick can design the building with a plaque and one without though both will perform the same.

Depending on the level, an application fee for a building of this size will be approximately \$8,000. However, the associated administrative costs will be well over six figures as this involves a third-party certification.

Councilmember Peel remarked that Mr. Frederick just spoke about four additional costs that are not included in the estimate cost. She recommends the number be clearer which will help with being transparent with the public.

Mayor Campbell then asked whether the building will be a police-certified building; Mr. Frederick said that is CALEA accreditation which requires a number of upgrades. That is the reason the holding area looks larger and is based on all sight, sound and separation requirements. Those standards will be followed to allow the building to be CALEA certified.

He verified that both new Troops are CALEA certified.

Energy efficient requirements were again discussed. Mr. Norenberg noted that certain rebate programs may be available through Efficiency Smart.

Mr. Frederick then recalled that the public engagement was postponed because of the lack of fiscal information. They have been waiting for City Council to direct them to start setting up the meetings. They are also willing to work with the PR Firm the City hired for this project. He suggests even a roundtable session in this building to engage the public.

Mr. Norenberg said if Council is ready to move forward, he and Chief Brown will meet with Becker Morgan to develop that schedule and establish site locations and communicate that back to City Council.

In the meantime, the cost of service study will continue so that the next time a cost estimation is needed, more financing information will be available. At that point, they can consider posting public feedback. He said they will work together simultaneously over the next few months.

Councilman Morrow said the sooner the better and he wants to get the ball rolling.

NEW BUSINESS

Authorization/Public Art/Utility Box Painting

Mr. Norenberg mentioned that this item was discussed earlier at the Committee meeting, and DMI will work on a proposal which will be brought back later this summer.

No action needed at this time.

Adoption/Resolution 2019-09-Solid Waste Division Amended Fee Schedule

The packet includes the new fee schedule with two highlighted items. One will increase the solid waste fee from \$25 to \$26, which was included in the new budget. Because of that, an updated resolution has been created.

Councilmember Wilson moved to adopt Resolution 2019-09, seconded by Councilmember James:

**CITY OF MILFORD
RESOLUTION 2019-09
SOLID WASTE FEE SCHEDULE**

Now, Therefore, be it Resolved by the City of Milford:

Resolution 2019-09 replaces Resolution 2018-14 in its entirety.

SOLID WASTE FEES		
Description		Fee
Trash, Recycle, Yard Waste Collection	<i>Residential</i>	<i>\$26 monthly per dwelling unit</i>
	<i>Non-Residential</i>	<i>\$26 monthly per dwelling unit</i>
	<i>Multi-Unit Rental Complex</i>	<i>\$25 monthly per unit or; \$150 month/3 CY container 1 x per week collection; \$300 month/3 CY container 2 x per week collection</i>
	<i>Additional Container-Trash</i>	<i>\$5 monthly per container</i>
	<i>Additional Container-Recycle</i>	<i>\$0</i>
	<i>Additional Container-Yard Waste</i>	<i>\$3 monthly per container</i>
<i>Deposit</i>	<i>Rental Unit</i>	<i>\$100</i>
<i>At-Door Collection</i>		<i>\$10 monthly for commercial customer; No charge for special assistance customers</i>
<i>Missed Collection</i>		<i>A complimentary pickup will be provided for initial request; additional requests will result in a \$25 fee being assessed per request during the twelve months succeeding first request</i>
<i>Special Pick-up Request Collection</i>		<i>\$25 per collection</i>
<i>Container left out on street/sidewalk after collection day</i>		<i>\$5 per day</i>
<i>Temporary Suspension of Service</i>	<i>Container Removal</i>	<i>\$35</i>
	<i>Container Redelivery</i>	<i>\$35</i>
	<i>Account Reconciliation</i>	<i>\$100</i>
<i>Bulk/Brush Collection</i>		<i>Two collections of 4 CY each are included during a twelve-month period with residential service; \$50 fee will be assessed for each additional collection of 4 CY starting with third request</i>
<i>Private Haulers</i>	<i>License</i>	<i>\$ 150</i>
	<i>Vehicle Registration</i>	<i>\$ 250 each truck</i>

Adopted and Effective: July 8, 2019

Motion carried.

Introduction of Ordinances:

Mr. Pierce referenced the following ordinances scheduled for introduction this evening. They will be back before Council for public hearings on July 22, 2019.

He explained the first five ordinances are all amendments to the Comprehensive Plan and recalled a brief discussion with City Council several few months ago.

The following ordinances were introduced:

*Ordinance 2019-25
Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
Amendment/Transfer of and Increase to Receiving Areas*

*Ordinance 2019-26
Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
Milford Marina Enterprises LLC*

Future Land Use Designation Change

(East of Beaver Dam Road and South of Route 36, near the Route 1 Overpass).
Moves zoning line to square off property for a better project.

Ordinance 2019-27

*Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
Maloney, Mitchell Rentals LLC
Future Land Use Designation Change
(South Rehoboth Boulevard Parcels)*

Ordinance 2019-28

*Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
Webb, Swain, Simpson
Future Land Use Designation Change
(South Rehoboth Boulevard Parcels near old Putt a Rosa/Batting Cages)*

Ordinance 2019-29

*Amending and Adopting by Ordinance the 2018 City of Milford Comprehensive Plan
K&G Associates LLC
Future Land Use Designation Change
(Redevelopment of Properties Surrounding the former Milford Memorial Hospital)*

Ordinance 2019-13

*Amendment to Chapter 200-Subdivision of Land
Renaming and Renumbering of Sections
Transfer of Development Rights Provisions Added*

Ordinance 2019-20

*Amendment to Chapter 230-Zoning
Transfer of Development Rights Provisions Added
(Above two ordinances tie into the Comprehensive Plan Amendment proposed)*

Ordinance 2019-22

*K&G Associates LLC for a Change of Zone
Current Zoning: H-1 (Institutional Development); Proposed Zoning: OB-1 (Office Building)
Present & Proposed Use: Medical Office
Size/Location: .29 +/- acres of land located at 302 Polk Avenue
Tax Map & Parcel(s): 1-30-3.08-067.00
(Relates to Comprehensive Plan Amendment Ordinance 2019-29)*

Ordinance 2019-24

*Limitless Development Company LLC on behalf of Milford Marina Enterprise LLC for a Change of Zone
Current & Proposed Zoning: R-3 (Garden Apartment & Townhouse) and C-3 (Highway Commercial)
Present Use: Vacant; Proposed Use: Planned Unit Development and Commercial Residual Land
Size/Location: 12.90 +/- acres of land located at 19859 Cedar Beach Road
Tax Map & Parcel(s): 3-30-7.00-035.00, -036.00 & -037.00 (portions of)
(Relates to Comprehensive Plan Amendment Ordinance 2019-26)*

Ordinance 2019-23

*Beach Babies on behalf of Liborio Watergate LLC on for a Conditional Use
Current Zoning: R-3 (Garden Apartment and Townhouse District)
Present Use: Vacant Land; Proposed Use: Day Care Center
Size/Location: 1.82 +/- acres of land located at the northeast corner of Watergate Boulevard North and
Marshall Street within the Watergate subdivision
Tax Map & Parcel(s): 3-30-11.09-030.00, 3-30-11.09-031.00 & 3-30-11.09-115.00*

Resolution 2019-05

Adds TDR Credit and Police and General Government Enhancement Fee to the Planning Department Fee Schedule (to be adopted in conjunction with the related Ordinances).

All of the ordinances will be reviewed by the Planning Commission at their July 16th meeting.

ADJOURNMENT

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

The Council Meeting adjourned at 7:51 p.m.

Respectfully submitted,

Terri K. Hudson, MMC
City Clerk/Transcriber