

MILFORD CITY COUNCIL
MINUTES OF MEETING
April 23, 2018

A Meeting of the City of Milford Economic Development Committee was held in the Joseph Ronnie Rogers Council Chambers at Milford City Hall, 201 South Walnut Street, Milford, Delaware on Monday, April 23, 2018.

PRESIDING: Chairman Christopher Mergner

IN ATTENDANCE: Committee Member: Councilmember Lisa Ingram Peel
Mayor Bryan Shupe

STAFF: City Manager Eric Norenberg and Deputy City Clerk Christine Crouch

ABSENT: Committee Member: Councilmember James Starling Sr.

CALL TO ORDER

Chairman Mergner called the Committee Meeting to order at 5:32 p.m.

City Planning Director Rob Pierce was also present.

UNFINISHED BUSINESS

Realtor RFP Update

Planning Director Pierce stated that during the month of March 2018, the City solicited proposals from qualified commercial real estate companies for commercial real estate sales and marketing services for City-owned property, primarily in the Greater Milford Business Complex and Independence Commons office park.

The Department received one proposal in response to the Request for Qualifications (RFQ) from R&R Commercial Realty. A copy is included in the April 23, 2018 Committee Packet.

The City Manager and Mr. Pierce reviewed the submission and found R&R Realty qualified to perform the work as outlined in the RFQ documents. R&R Realty has proposed a compensation rate for each sale of 6% gross, of which 3% would be split with cooperating brokers.

Staff recommends an initial contract period of two years. The draft contract will be presented to City Council for approval at a later date.

A discussion about whether or not two years was appropriate followed and both Chairman Mergner and Councilwoman Wilson preferred a one year term.

Mr. Norenberg explained that this agreement is for any city-owned properties and not just those in the Greater Milford Business Park and Independence Commons. A recent property inventory revealed a few remnants and the City could also end up with some other properties through the monition or similar processes. That was one of the reasons the two-year term was recommended so that the firm was locked in and able to respond quickly.

Councilwoman Peel said the only other concern is that the promotional plan does not incorporate any social media and prefers something beyond MLS listings.

Mr. Norenberg recalled them discussing some traditional advertising thought there was no mention of Facebook or similar sites though the website was to be included.

Councilwoman Peel also pointed out there was no mention of any local newspapers other than the Delaware State News.

Armory Tenant Update

City Manager Norenberg stated that discussions have continued with the potential tenant for the Armory. At the last meeting, more information regarding their services, was requested. The group continues to work on a business plan and are still negotiating some items including the lease. There is a draft lease included in the Committee Packet though it has not been finalized.

Lillian Harrison, Delaware Community Reinvestment Action Council (DCRAC) Housing Director, who had previously addressed the Committee in February, was again present to provide additional information. She agreed they have been discussing the lease and feel they are close to coming to an agreement on the lease. Without naming the potential tenants, there are two possibilities, both dependent on the terms of the final lease. One of the tenants is a youth organization that was housed at the Milford Community Center (former Boys and Girls Club) on Front Street. This would be the only in-house tenant; all other programs and services are being provided elsewhere.

She spoke with the Methodist Minister who was overseeing the homeless program and was informed that the other local churches have come on board and are now offering related services such as housing, food pantry, soup kitchen, etc. As a result, the only interested party left at this point is the after school program.

It was important to keep those services in Milford because they were vital to many residents. She reported that City Manager Norenberg met with a number of people and provided a great deal of information and contact information. They then reached out to those that were at the center. With the Milford Ministry on board, they have already established a partnership that will be working together.

Ms. Harrison also pointed out that DCRAC has identified gaps in services and will begin working on what is needed.

She stated that the Youth Organization and Elevated Ministries are Workforce Development programs. They also work with churches and organizations to help create programs that will benefit the community.

Ms. Harrison said that they are still waiting on several organizations and have confirmed that Family Counseling Center will be there part-time. They currently lease at their facility in Wilmington.

She prefers the one-year lease and allowing it to renew annually. This will allow them to evaluate the costs of renovating the building. They just completed a \$200,000 renovation project at an old Fulton Bank site that was donated to them.

Councilman Mergner asked how many partners are needed to make this work; Ms. Harrison said not many though the goal is always to work with the community. When they learned the Community Center was closing, they immediately began to work with them because they were aware of the services that would be lost. However, they would like other partners though DCRAC is fairly comprehensive. Adding the workforce development program of Elevated Ministries and bringing on the youth groups will provide an extremely comprehensive group of services from youth to the elderly. That is in addition to working with a host of agencies that would not be housed there.

Ms. Harrison then talked about DCRAC's annual report. It shows the complete services offered as she discussed at the meeting in February. Without any other partners, they currently offer the housing clinic, tax clinic, title clinic and the community outreach program.

Chairman Mergner asked what changes are being considered aesthetically outside and whether signage may be needed as well as additional parking.

City Manager Norenberg confirmed the parking will need to be reconfigured. After Ms. Harrison works with the City Planning Director, a lot of these items can be addressed.

He added that Ms. Harrison wants to bring an architectural engineer to address the structural needs of the building due to some recent roof issues that the City had to address this past year. Those type of issues will have to be considered because the City does not have the budget to accommodate those needs and the reason for CDRAC's business plan and fundraising efforts.

As a result, they are trying to structure the lease in consideration of both parties.

The Committee thanked Ms. Harrison for the update and look forward to working with her in the future.

NEW BUSINESS

Downtown Milford Incorporated (DMI) Contract/Lease

Board President Sara Pletcher and Executive Director Murrie Zlotziver were both in attendance.

The City Manager announced that a new contract needs to be created for DMI which he has been working on with their Executive Director and Board President.

Mr. Zlotziver and Ms. Pletcher then provided an update of DMI's recent activities.

See attached presentation.

In addition, Mr. Zlotziver also announced that the small business loans were given to My Sister's Fault and Petite Sweets, who are new and existing businesses respectively.

DMI also offers a matching facade grant to local businesses for awnings and signs. Novelty Nook recently received that grant for a new sign.

He also reported there are presently 24-25 vendors scheduled for the Annual Farmer's Market that begins in May. Seven are new vendors this year. The organization is also working on (voluntary) design guidelines for businesses.

They were informed today that DMI is receiving a \$2,500 grant from Milford Lions Club for a Sail Banner Project. The intent is to develop some new banners for the park that will be shaped as sails that local artists will decorate. They hope the end result will be a community picnic in the park this fall.

Also new this year, is the Ladybug Music Festival on September 22nd. All music will be female-led bands. There is no admission with the goal to bring residents and visitors downtown. In addition to an outdoor stage, many of the bands will be in stores, including empty store fronts to showcase those spaces that are available for lease.

Emphasizing the importance of volunteers to DMI and Milford, from June 1 to December 31, 2017, the Executive Director shared that DMI had 1,741 volunteer hours valued at \$41,784 (based on an established hourly rate set by the State of Delaware). Those numbers are reported quarterly to the State of Delaware.

From past experience at other jurisdictions, he has found the City of Milford to be a great partnership within the seven months he has been here, adding that City staff has been extremely helpful and cooperative.

Mr. Zlotziver stated that their goal is to renew the five-year DMI contract with the City beginning July 1, 2018. They are asking for financial assistance in the amount of \$45,000 with subsequent annual compensation increases based on the Mid-Atlantic CPI. As part of the agreement, DMI will provide semi-annual updates to City Council.

Councilwoman Peel asked what Mr. Zlotziver speculates in the way of compensation increases. The Executive Director

reiterated it will be based on the index and could be three or four percent which is typically the average range.

Mr. Norenberg recalled that last year it was two percent and an area of the contract that is still in flux. It has been reviewed and agreed upon by all parties, including the City Solicitor, after one change was made. They wanted to bring the compensation piece to Council because of its impact on the budget. The contract has been \$40,000 for a number of years though that will be increased. The new agreement has a lot more detail including a reporting process and an evaluation process. Therefore, the provision for the compensation increase will be based on the evaluation.

However, City Council has the option of recommending the capping the increase or providing a specific number.

Board President Pletcher noted that this component was added to the contract before it was increased from \$40,000. She explained that they hope to be able to give their Executive Director a raise over time and this money has been earmarked to pay his salary. The DMI Board recommended that language be added to allow some additional compensation.

Mayor Shupe agreed that DMI has been an instrumental partner with the City over the years, especially taking into consideration the businesses that are here now and many that have shown an interest. He also does not believe that many people realize that the Downtown Development District started under the then Board President Sara Kate Hammer who initiated that application process. The second year, our Planner had a template to use from DMI to move forward. As a result, there has been several million dollars invested in the Downtown area the last two years.

Mayor Shupe congratulated DMI on the work that has been accomplished adding that they have encouraged the City with many projects, including the Northeast/Northwest project discussed earlier today as well as the rehabilitation of the gateways.

Councilwoman Peel confirmed there has never been a performance evaluation done in the past.

Chairman Mergner said he mirrors the comments made by Mayor Shupe and appreciates what DMI does for the City. He then reviewed the five-year contract with up front money each year, which will be increased based on the CPI.

When asked if this presentation will be made before the full Council prior to the budget, or is this request will be based on this Committee's recommendation, Mr. Norenberg said that the Committee will have an impact though the intent is to get the process moving in order to plan for the budget.

Councilwoman Peel feels it would be helpful to frame the discussion in context of those deliverables that are included in the contract. She feels the information presented is great, including the volunteer hours which are measurable and can be linked to specific goals. Anytime anyone is asking for more money, she feels it is important to show the stewardship with existing funds and what has been done to meet the expectations of the City in the past.

Chairman Mergner agrees adding he is open to the whole idea but believes we have to strategically carve it in a way Council can understand the deliverable side and how moving forward will be accomplished.

Ms. Pletcher said they can pull up the MOU from last year and are willing to hash that out. Chairman Mergner and Councilwoman Peel both agreed that would be helpful because those are the type of questions that need to be answered. Specific numbers and data will be to DMI's advantage, as well as anything new that is coming up and how that connects back to their primary mission.

The City Manager will work on figuring out the timing based on the tentative dates for the budget hearings.

Wireless Facility Ordinance

Planning Director Pierce referenced the following memo related to wireless and telecommunications facilities:

The City of Milford Zoning ordinance does not currently provide regulations for the placement of towers and wireless facilities within City limits. There is an increasing demand for wireless facilities to be located throughout the region to improve broadband coverage, especially along major transportation corridors and in densely populated areas. Advances in technology have made smaller wireless antenna installation more common and cost effective, leading to placement of antennas on buildings and poles within public rights-of-way. Below are sample pictures of small-cell wireless technology, both individual monopoles and pole-mounted.

The City Solicitor and staff will prepare a draft ordinance for the Planning Commission and City Council to review to address telecommunication towers and small-cell deployments, with provisions for facilities to be located within City or State rights-of-way and private property. The ordinance will address application requirements, review procedures, facility location and design standards and other necessary regulations to protect the health, safety and welfare of the residents of Milford while preserving the character of the City's neighborhoods.

In addition to the zoning regulations, construction standards will need to be developed for wireless attachments located on electric distribution poles and non-utility poles.

There may be an opportunity to establish franchise agreements with wireless providers for antenna installations within City rights-of-way and/or City-owned property as a source of new revenue.

Chairman Mergner asked if the City will incur additional costs to move these items; Mr. Pierce stated no, this has come up through State Legislation to permit these facilities within DelDOT right-of-ways.

Mr. Norenberg explained that a bill was introduced last May and approved toward the end of June to allow these devices in DelDOT right-of-ways, not municipal right-of-ways. Some cities have had pressure and contact by cell companies to have these small cell devices located in their areas. That has resulted in some quick legislation being adopted by municipalities while other municipalities who are trying to get ahead of it.

Some of the provisions included in the ordinance have been modeled after provisions from other cities around the State of Delaware.

Mr. Pierce explained that the purpose tonight was to make the Economic Development Committee aware that a potential ordinance was coming through. It will go before the Planning Commission for a review and recommendation.

Solicitor Rutt has reviewed the first draft though it still has to be fine tuned before it is officially presented to the Planning Commission.

He also pointed out this may allow for some additional franchise agreements for right-of-way use which is a good source of revenues.

Greater Kent Committee (GKC) Request

Chairman Mergner excused himself from the discussion because he is a member of the Kent Economic Partnership (KEP).

Present were GKC Executive Director Shelly Cecchett and Board Members Craig Crouch and Bill Strickland.

Mr. Strickland reported the Greater Kent Committee is a nonprofit membership dues-supported organization created in the late 1980's by CEO and top business executives in Central Delaware. At the present time, The Greater Kent Committee has more than 90 active members, all of whom are civic minded CEOs and top executives of businesses in Central Delaware. Their mission is to identify emerging community issues and to take on projects that will improve the quality of life for the residents of Central Delaware.

Mr. Strickland advised that the primary project in recent years has been the Kent County Regional Sports Complex (DE

Turf). With its successful launching, they began to look at the next endeavor and have chosen economic development.

Working groups then began to study economic development over the last ten months. At the start of their assessment, it was recommended that more of a private/partnership be considered to drive economic development in Central Delaware. That group is currently overseen by KEP, which Councilman Mergner is a member and the basis of his recusing himself from consideration of this topic.

He continued by stating the KEP has been doing economic development for many years. However, there was a feeling of the Working Group associated with the Greater Kent Committee, that they could do better. They began to assemble a game plan similar to the plan launched by Governor Carney launched early in his administration which involved the reformation of the Delaware Economic Development Office into two different subsets of economic development. One is still housed under the Secretary of State's Office and the other became a public/private entity known as the Delaware Prosperity Partnership (DPP).

They looked at what they were doing and came to a stark reality that despite the GKC's best intentions to drive the real emphasis to include Downstate Delaware, the likelihood was that their primary focus would be in New Castle County. The GKC looked at that as an opportunity versus a negative, believing they could get out in front of this and create a new group in a much more expedited fashion than the State fo Delaware.

Mr. Strickland believes that Kent County has assets that will amend itself to an emerging economic vitality that has not been seen in many years. The GKC reached out to the KEP to collaborate and expand the role of the Kent Economic Partnership. In doing so, they wanted to take the KEP Executive Director's outside of the county. The current structure has the KEP Executive Director housed at the county and working under the control of Kent County. This would be a new entity and a new Executive Director hired who would report to an expanded board that would include the interests of both businesses and municipalities such as the City of Milford.

He stated that KEP does a lot of things very well, but because there was a need for more private oversight along with several existing board members, the entity was reformed. The bylaws were changed and the process begun to establish what is done well and what is not done well. A study was commissioned through a third party. Their presentation was made last Wednesday at which time City Manager Norenberg was in attendance. Their findings about Central Delaware were revealed, and most importantly, the attributes that were needed to do a better job of bringing more and higher-paying jobs into Central Delaware.

A fundraising effort has been launched to assist this effort and the GKC has committed to raising \$100,000 on an ongoing basis. From its membership, Kent County Levy Court has committed \$200,000 in funding. They are now asking the City of Milford, the City of Dover and the Town of Smyrna for financial support of an overall annual budget of \$360,000.

They are requesting \$20,000 a year for three years from each municipality to support this endeavor.

The next step will be is to hire an Executive Director. Currently they are in the process of interviewing for that position abd once chosen, the new Executive Director would begin the process in tandem with the third party consultant to get ahead of the statewide effort.

The goal is to fast track a strategy to bring out the best interest of both the public and private sectors in Central Delaware.

Mayor Shupe pointed out the KEP has been amazingly successful noting that he has not seen anything like DE Turf from any other organization in the State of Delaware. The increased business brought into Milford is proof, along with the attracting of new commercial entities such as Microtel who is building on Route 1.

He said their Board of Directors is an impressive group who will oversee this Executive Director and their success.

Mayor Shupe recalled that we did have an official Executive Director in the City of Milford years ago, but never had the

connections and contacts that the KEP does to make things happen.

Councilwoman Peel stated that the reputation of what has been established precedes the organization in what has been delivered with DE Turf. She also agrees that being nimble is key and appreciates Mr. Strickland's willingness to pivot and reorganize and restructure to make sure these needs are met.

Mr. Strickland added that Becker Morgan Group's Principal Greg Moore is the President of the new Kent Economic Partnership. They are willing to bring the presentation to Council that was seen last Wednesday at their legislative briefing. He feels it would be advantageous to show the Councilmembers what the third party study has found.

It was agreed for the presentation and request for an upcoming Council Meeting. Mr. Norenberg would like to have the information provided during a Council Workshop at the beginning of the Council Meeting.

Mr. Norenberg also recalled there were some questions about the GKC regular dues and if the \$20,000 is in addition to the \$1,500 dues.

Mr. Strickland confirmed they are two separate items and Ms. Cecchett confirmed it is two different organizations. The fee to be a member of the Greater Kent Committee is \$1,500 and the \$20,000 commitment is to the Kent Economic Partnership though they are involved in both.

Mayor Shupe expressed concern that a lot of the economic development funding will end up in Northern Delaware. Milford could be left behind unless we are part of an organization willing to catch onto things at the appropriate times.

A presentation will be scheduled at which time President Greg Moore will be in attendance.

Chapter 19-Economic Development and Redevelopment Draft Changes

Planning Director Pierce stated that the City continues to process Incentive Applications for the Downtown Development District (DDD) Program. The first request for tax abatement associated with converting properties from rental to owner-occupied units has been reviewed.

During a review of the Code, it was determined the language could be interpreted that an owner-occupied property as of 2016, which is then rented, could then be converted back to an owner-occupied unit. In theory, they could claim they are eligible for tax abatement incentives per Chapter 19 Incentive Program for DDD.

As a result, Mr. Pierce sent an email to the State Planning Office to determine how to update local incentives. He was directed to submit a request letter to the State Planning Director and the Cabinet Committee on State Planning Issues. They added Milford to the next available agenda as a result. This group only meets as needed, so he took the opportunity to present the amended language for their review as shown below:

(4) Abatement of Property Taxes.

(d) Properties converted from rental units to owner occupied housing shall receive a full tax abatement for ten (10) years, subject to continued occupancy by the property owner. **In order to be eligible for the tax abatement, properties must have been registered as a rental property with the City of Milford at the time of Downtown Development District Designation by the State of Delaware, which was August 10, 2016.**

He emphasized that the goal is to promote home ownership over the period of the DDD program and this would eliminate any loophole. The State of Delaware approved the modification and it will now be prepared for the ordinance process.

Chapter 130-Floodplain Management

The Planning Director stated this is another item they wanted the Committee to be made aware of. This will be presented

to the Planning Commission for a recommendation because Floodplain Management is referenced in Chapter 230.

He reminded Committee members of the requirement for freeboard or construction above the base flood elevation. Milford is one of a few municipalities that do not have any additional wiggle room on top of the base flood elevation for construction measures. Instead, it is set at the base flood elevation which means the finished floor elevation could be at the FEMA flood plain 100-year flood elevation.

One of the long term goals out of the Comprehensive Plan was to put an 18-inch freeboard requirement back in the Code which would require people to construct 18 inches above the base flood elevation.

Mr. Pierce pointed out this is more consistent with what other jurisdictions along the bays and ocean have adopted to make sure they are planning for the future. In addition, the 18-inch requirement will help with flood insurance rates in Milford.

Chairman Mergner asked why Building Inspector is being removed and the City Manager replaced as the Administrator. Mr. Pierce shared that the City Manager or his designee is the appropriate authority to delegate those tasks. In addition, Milford currently does not have a building inspector and the City Manager is a more appropriate position to oversee it.

Mr. Norenberg noted that both of the previous Code changes will have an impact on the business communities. However, as was discussed a few weeks ago, he thought it needed to be brought before the appropriate Committee before the formal process begins.

He asked if anyone has any concerns at this point.

Councilman Mergner asked if we are talking about going backwards and changing this requirement, or moving forward. Mr. Pierce commented that there are a couple sets of requirements in the current Floodplain Ordinance. If it involves an existing structure, there would be some limited requirements. However, new structures would have to meet the new standards. If a new building were planned downtown, it would have to meet the flood code which means it would be elevated three feet higher than anyone else or at flood proof up to three feet.

He added there are FEMA requirements for new construction and requirements for existing buildings. No one would be made to go back and flood proof. However, it would be required with major renovations. For example, a \$100,000 upgrade to a \$200,000 assessed property would require the entire structure to be made flood proof though that is already a requirement in the City's Flood Code. This will simply change the requirement of three feet or four and a half feet above the ground in terms of flood proofing.

Mr. Norenberg noted that everything else is mandated by FEMA.

Chairman Mergner asked who this will impact; Mr. Pierce stated primarily new construction in the flood plain and major renovations which are defined as more than half of the structure value.

Mayor Shupe and Chairman Mergner both expressed concern about the renovation of old buildings. Mr. Pierce explained that when Davis, Bowen and Friedel renovated the old Skating Center, they were required to flood proof up to the base flood elevations. There is already an expense associated with that. However, under the proposed ordinance, they would be required to flood proof 18 inches.

Chairman Mergner understands projects being rehabbed, but he is talking about current businesses who are not doing anything. Mr. Pierce confirmed that nothing would be required of them. The requirement comes into play when the threshold of 50% of the assessed value is met.

Mr. Pierce explained that this is needed because when you project long term planning and the need to address the 100-year flood level, particularly where buildings are being constructed.

He added that the level of freeboard being adopted will determine Milford's flood insurance rates. Jurisdictions with more lax flood plain regulations will see a higher flood insurance premium. The same applies when the City updates its Building Codes or doesn't enforce the Codes properly. That results in a higher insurance rate.

Chairman Mergner asked if Mr. Pierce could provide a map of the floodplain area. Mayor Shupe feels there is a challenge with being a rivertown and rehabbing older buildings in the downtown/flood area along the river and this could be an added expense though he understands the lower insurance rates.

The City Manager questioned the Committee if they were comfortable with the Planning Commission reviewing the Code and making a recommendation to City Council. Chairman Mergner prefers more information including the map of the flood area. He would also like to see some estimates people would have to spend to do something like this.

Mr. Norenberg stated that this involves the additional rehab and if the bulk of the cost is for the first three feet, this adds an additional eighteen inches. He suggests acquiring an estimate from Davis, Bowen and Friedel for the additional cost of their recent project.

Mr. Pierce will also provide the codes adopted by other communities at a future meeting.

ADJOURNMENT

There being no further business, Chairman Mergner adjourned the Public Works Committee meeting at 6:55 p.m.

Respectfully submitted,



Terri K. Hudson, MMC
City Clerk/Recorder

Attachment:
DMI Presentation

Engine of Economic Growth: Main Street

City of Milford
Economic Development Committee
April 23, 2018

Sara Pletcher, DMI Board President
Murrie Zlotziver, DMI Executive Director

DOWNTOWN
Milford
INCORPORATED

Main Street “Four Point Approach”

- Economic Vitality: Business growth
- Design: Aesthetics of downtown
- Promotion: Markets downtown & businesses
- Organization: Collaboration

Economic Vitality

Façade renovations, building rehabilitations,
new construction projects and completed
public improvements:

Public: \$486,000

Private: \$4,260,000

TOTAL: \$4,747,000

- 20+ new businesses
- Estimated 60+ jobs
- 2 Small Business loans

New Businesses & Expansions

(since 2013)

Total: 25

- All About Time Clock Shop
- Arena's Milford
- Ashtanga Yoga 302
- Bank House B&B
 - coming soon
- Bibi's Restaurant & Bar
- Coolspring Cottage
- Davis, Bowen & Friedel
 - expansion
- Delaware Branding Company
- Imperial Nutrition
- Irish Rose
- John Mollura Photography
- Josephine Keir, Ltd
- Lifecycle
- Milford Billiards
- Mispillion Art League
 - expansion
- Music School of Delaware
 - expansion
- My Sister's Fault
- Norman's Deluxe Barber
- Novel Tea Nook
- Petite Sweets
- Red Bandana
- Reiki Joy 'n Peace
- Salon M
- Twice is Nice
- Your Moment in Time



Spurring economic growth...

- Downtown Development District
- Rebirth 2025 Plan
- Small Business Loans
- Entrepreneur's Network
- Riverwalk Farmers Market

Design

Creating An Inviting Atmosphere

- Milford in Bloom (Spring & Winter)
- Art on the Riverwalk Tour
- Spring Flower Sale
- Design Guidelines
- Sign, Awning & Façade Grant
- 5 for 5 Paint Program

Promotion

Creating a Market Place

- River Town. Art Town. Home Town.
- St. Patrick's Day Pub Crawl
- Bug & Bud Festival
- 3rd Thursdays
- Ladybug Music Festival
- Santa House
- Shop Small Saturday
- Holiday Stroll

Organization

Delivering on the Promise...

- Volunteer Recruitment
- Organizational Structure
- Financial Responsibility
- Community Collaboration

Moving Forward

To Continue Our Success...

- DMI is seeking a renewable lump sum from the City of Milford for five years
 - July 1, 2018 – June 30, 2023
- First year: \$45,000
- Subsequent years: an annual compensation increase in accordance with the mid-Atlantic CPI
- DMI will present to City Council twice annually with updates

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