

AGENDA
REGULAR MEETING OF THE MAYOR AND COUNCIL
January 27, 2026
SEAFORD CITY HALL - 414 HIGH STREET

The meeting will be streamed via live feed.

To view a live meeting visit one of the links below:

- On our website: www.seafordde.com/meetinglivefeed
- On Facebook: www.Facebook.com/cityofseaford
- On YouTube:
<http://www.youtube.com/c/CityofSeafordDe19973>

To view this meeting agenda and supporting documentation visit our website:
www.seafordde.com/government/mayor_council/council_agendas_minutes

Comments and questions may be emailed to:
Councilinfo@seafordde.com

7:00 P.M. Mayor MacCoy calls the Regular Meeting to order.
Invocation
Pledge of Allegiance to the Flag of the United States of America.
Changes to the agenda for this meeting.
Executive Session:
1. Negotiations, Preliminary discussions of site acquisitions or sales/leases of real property.
Approval of the minutes of the regular meeting on January 13, 2026.

Chief Craft to announce the Seaford Police Department has received CALEA (Commission on Accreditation for Law Enforcement Agencies) accreditation effective November 15, 2025.

ALL ITEMS ON THIS AGENDA MAY OR MAY NOT BE VOTED ON.

PUBLIC COMMENT:

1.

CORRESPONDENCE:

1.

AGENDA

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 27, 2026

NEW BUSINESS:

1. Mr. Charles T. Kistler, Executive Director with the HELP Initiative, Inc. to request approval of *Project Safe Neighborhoods* and present an implementation timeline proposed for the City of Seaford residents.
2. Present for approval a request from Kathy Anger, Customer Service Coordinator to set formal Real Estate Tax Appeals to City Council for February 10, 2026, from 7:00 p.m. until 8:00 p.m.

OLD BUSINESS:

- 1.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

CITY OF SEAFORD

Municipal Election – Saturday, April 18, 2026

The City of Seaford Municipal Election will be held on Saturday, April 18, 2026, in the City Council Chambers, City Hall, 414 High Street, between the hours of 7:00 a.m. E.S.T. and 3:00 p.m. E.S.T.

One (1) Mayoral Seat (2-year Term)

Two (2) Council Member Seats (3-year Term)

Vice-Mayor Dan Henderson has filed for reelection.

Councilman Mike Bradley has filed for reelection.

Mayor Matt MacCoy has filed for reelection.

All candidates must have filed by 4:00 p.m., E.S.T., Friday, February 27, 2026. Registration can be completed at City Hall, 414 High Street, Seaford, DE. Registration hours are Monday through Friday, 7 a.m. until 4:00 p.m. or by appointment if you cannot register during these normal business hours. Any candidate who withdraws his/her name must do so in writing. Any candidate who withdraws his/her name after 4:00 p.m., E.S.T., February 27, 2026, will still appear on the official ballot for election. You must meet the following to qualify to hold the office of Council Member or Mayor:

- Be a bona fide citizen of the United States and of the State of Delaware and a resident of the City of Seaford for at least one (1) year next preceding the annual election; provided, however, that no full-time employee of the City of Seaford shall serve as City Councilmember during such time as he/she is a full-time employee of the City of Seaford; and
- At least eighteen (18) years of age; and
- A non-delinquent taxpayer of all capitation and property taxes of the City of Seaford for at least one (1) year next preceding the annual election. 65 Del. Laws, c. 249
- Shall not have been convicted of a felony. 76 Del. Laws, c. 153

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REGULAR MEETING OF THE MAYOR AND COUNCIL

January 27, 2026

To be eligible to vote, anyone eighteen (18) years of age or older who is a bona fide City of Seaford resident and US Citizen **must have been registered at the State of Delaware Department of Elections by 4:00 p.m., E.S.T. on Friday March 27, 2026.**

Nonresident property owners must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 18, 2025) and shall have one vote **provided he or she is registered in the “Books of Registered Voters” maintained at the City Hall by 4:00 p.m. E.S.T. on Friday, March 27, 2026. Registration hours are Monday through Friday, 7 a.m. until 4 p.m., or by appointment if you cannot register during these normal business hours.**

All voters will need to show proof of residency which may be a State of Delaware driver’s license, a State of Delaware identification card, a federal or state tax return with address, a City of Seaford utility bill or real estate property tax bill, or other acceptable proof of residency or ownership.

LIAISON REPORTS:

1. Code, Parks and Recreation – Councilwoman Stephanie Grasset
2. Police & Fire – Councilman Dan Henderson
3. Administration – Councilman Orlando Holland
4. Electric – Councilman Mike Bradley
5. Public Works & WWTF – Councilman Alan Quillen

Mayor MacCoy solicits a motion to hold an Executive Session for the purpose of discussing site acquisitions or sales/leases of real property.

EXECUTIVE SESSION:

1. Negotiations, Preliminary discussions of site acquisitions or sales/leases of real property.

Mayor MacCoy solicits a motion to adjourn the Executive Session.

Mayor MacCoy reopens the regular Council meeting.

City Council to act on items discussed in Executive Session

Mayor MacCoy solicits a motion to adjourn the regular Council meeting.

NOTE: Agenda shall be subject to change to include or delete additional items (including executive session) which arise at the time of the meeting. (29 Del. C. S1004 (e) (3))

Date Posted: 01/20/2026

Posted by: BAS



NB# 1
1/27/26

City of Seaford Project Safe Neighborhoods (PSN)

January 27, 2026

I. **Project Overview:** Provide Health & Safety measures to Seaford residents.

II. **Lead Agency:** HELP Initiative, Inc.

III. **Project Period:** February 2026 – April 2026

IV. **Geographic Area Served:** City of Seaford

V. **Problem Statement:** Neighborhoods within the proposed service area continue to experience disproportionately high utility costs coupled with public safety and health concerns. The impact of this negative impact in historically underserved neighborhoods erodes trust between residents and the local municipality including but not limited to code enforcement, utility provider, and Law Enforcement Agency.

VI. **Purpose and Goals:** The purpose of this “**Project Safe Neighborhoods**” (PSN) initiative is to contribute to the reduction in criminal activity and lower energy burden for residents as well as build trust in neighborhoods through education and behavioral change.

Primary Goals:

1. Improve public safety by installing energy-efficient lighting outside the home (i.e. Lights-ON Seaford Strong).
 - a. Need access to crime data in collaboration with the Seaford PD.
2. Improve Emergency Response to residents by registering them for
 - a. Smart911.Com
 - b. Prescription Information Cards
 - c. Emergency Evacuation Plans
3. Reduce energy burden by installing energy efficient measures (\$200+) inside the home.
4. Build and strengthen a sustainable partnership among neighborhood stakeholders including but not limited to the faith community and non-profit organizations (Children and Families First).
5. Increase neighborhood engagement and trust building by educating residents about social media resources
 - a. Next-door, Camera Registration, Facebook, Anonymous Reporting



VII. Target Focus Areas:

- Open Streets with residents struggling with utility bill payments.
 - Customer Service Manager – Utility Bill Payments
 - Geofenced area focused on neighborhood eligible homes.
- Organizationally Unified (HOA) – Manufactured Home Communities (see below)

Dove Estates	11485 Clover Dr	Seaford	Sussex	19973	41
Village of Cool Branch, LLC	100 Hitch Pond Rd	Seaford	Sussex	19973	259
Holly View MHP	1030 Brickyard Rd	Seaford	Sussex	19973	69
Lakeside MHP	Lakeside Rd	Seaford	Sussex	19973	20
Mobile Gardens MHP, INC	25713 S. Parkway Rd	Seaford	Sussex	19973	163
Pine Ridge MHP	27964 Sussex Hwy	Seaford	Sussex	19973	57
Quality Homes	24917 Sussex Hwy	Seaford	Sussex	19973	8
Sussex Manor	8831 Sussex Manor Ln	Seaford	Sussex	19973	63
Todds Mobile Court	9171 Easter Lane	Seaford	Sussex	19973	50
Up Country MHC	26789 Walker Rd	Seaford	Sussex	19973	22

VIII. Plan of Action:

A. Focus on Prevention and Education

- Utilize crime data and intelligence gathering to **identify** criminal hotspots and install **improved** outdoor lighting.
- Collaborate with Customer Service to **reduce** high energy costs and **improve** public safety through **education**.

B. Community Engagement and Trust Building

- Conduct community **intake & enrollment** events and listening sessions in targeted neighborhoods.
- **Collaborate** with faith-based leaders, residents, and advocacy groups toward a common goal with deliverables.
- Provide a **Clearinghouse Service** for resident referrals to other eligible programs (i.e., WAP).

Client Referral Form (Sample Form)

<https://app.smartsheet.com/b/form/cd701b36e0b24b06a879e0c292f73dd2>





C. Workforce Development (Jobs-ON)

- Create job opportunities in the City of Seaford using the *Project: Safe Neighborhoods Program* as a training ground for recruitment and placement in collaboration with employers in the building trades and home performance areas of expertise.

D. Awareness Campaign – Safe Neighborhoods

- Post Card Handout
- Door Hanger Campaign
- Utility Bill Payment Interaction
- City of Seaford Website

E. Data Collection & Evaluation

- Identify Key Performance Indicators (KPIs)
- Measure impact and outcomes
- Geospatially map critical data points

IX. Partnerships: Key partners will include: DOL Resource Center, State and Local law Enforcement Agencies, DOC Leadership in Transition, Community-based and Faith-based organizations, State Social Service Center, Boys & Girls Club, and Healthcare Agencies.

- Formal MOUs will define roles, responsibilities, and information-sharing protocols.

XI. Sustainability Plan: To ensure long-term impact, this Project Safe Neighborhood initiative needs to have the residents take ownership of their area of responsibility.

XII. Conclusion

Through strategic partnerships, focused public safety, and meaningful community engagement, this Initiative will contribute to the reduction in crime, reduce energy burden, improve public safety, and build trust between residents and municipalities. This proposed approach reflects best practices and offers a sustainable framework for long-term community engagement.



ATTACHMENT A:

SCOPE OF WORK

The HELP Initiative will Program Manage (PM) the **Project: Safe Neighborhoods** (Project) initiative for the City of Seaford (City). The Scope of Work (SOW) will include but not be limited to the following:

1. Pre-Launch

- a. Identify residents with high energy consumption levels (Customer Service)
 - i. Develop a referral process to the PM for residents in need
- b. Identify geofenced areas of concern within the City for targeting safety & high energy usage residents
- c. Create a method for residents to access Project intake forms for intake and eligibility of program services
 - i. QR Code printed on Project Handouts
 - ii. Project Tablet with access to Intake Form within City Hall lobby
- d. Accessible storage space (10' x 10') for Safety & Energy measures
 - i. Space alternatives could be provided by the faith community or community partners

2. Outreach & Community Awareness

- a. Website / Press Release
- b. City point of contact information on Door Hangers to legitimize Project
- c. Schedule community outreach events in collaboration with partners and stakeholders

3. Launch

- a. Use resident information on the Intake Form to schedule Project appointments
- b. Provide the City with a Project Status Report at end of period of performance
- c. Coordinate

4. Evaluation, Measurement & Verification Framework

- a. Data Tracking Spreadsheet
- b. Verify Measured Impact of Crime Data Hot Spots
- c. GIS Geospatial Mapping of outcomes and impacts



ATTACHMENT B:
DELAWARE ENERGY FUND

The **Delaware Energy Fund** was established through House Substitute 1 to House Bill 50 sponsored by **Representative Heffernan, Senator Hansen**, and other representatives and senators and signed by **Governor Matt Meyer** on July 16, 2025

The **Delaware Energy Fund** provides assistance to consumers whose household income is less than 350% of the federal poverty level and will be funded and administered by **Energize Delaware**, otherwise known as the **Sustainable Energy Utility**.

If you have utility billing questions or utility metering questions, call your energy utility. This fund cannot assist with billing and meter related questions the way your local utility can assist. If you are unsatisfied with their response, you may reach out to the Division of the Public Advocate.

Website: <https://energizedelaware.org/delaware-energy-fund/>



ATTACHMENT C:

DELMARVA POWER CUSTOMER RELIEF FUND

Delmarva Power Customer Relief Fund – *available only to Delmarva Power electric/gas customers*

The **Delmarva Power Customer Relief Fund** is made possible through a one-time \$4.5 million charitable contribution from Exelon, Delmarva Power's parent company, to the Delaware Energy Fund, and is designed to support limited to moderate income customers.

The **Fund** was established this year through collaboration with **Governor Matt Meyer, legislators, utilities, and the Sustainable Energy Utility (DBA Energize Delaware)**, who will manage the **Fund**, administer grants through the newly launched program, and assist eligible customers with applying.

If you have utility billing questions or utility metering questions, call your energy utility. This fund cannot assist with billing and meter related questions the way your local utility can assist. If you are unsatisfied with their response, you may reach out to the Division of the Public Advocate.

Website: <https://energizedelaware.org/delmarva-power-customer-relief-fund/>



Intake & Enrollment Clearinghouse Service

Project: Safe Neighborhoods

January 18, 2026

PROJECT ABSTRACT

Problem: Neighborhoods within specific Focus Areas experience disproportionately high utility costs coupled with public safety concerns and health hazards. The influence of this negative impact in historically underserved neighborhoods erodes trust between residents and the municipality including code enforcement, utility providers, and law enforcement agencies.

Objectives: The objective of this HELP Initiative (HELP) “*Clearinghouse Service*” would be to quickly and accurately establish the needs of each resident during a Safe Neighborhood home assessment. The goal would be to perform an intake and enrollment session with the resident based on thorough findings report and an individual eligibility profile.

Goals:

1. Conduct a comprehensive assessment of the home.
2. Determine needs determination and relevant program services to satisfy that need
3. Establish an eligibility profile for each resident
4. Perform an intake and enrollment session with each resident
5. Submit resident profile and needs determination in collaboration with program contractors

Target Focus Areas:

1. Manufactured Home Communities (MHCs)
2. Cities & Towns
3. Tribal Indian Communities

Data Collection & Evaluation:

1. Identify Key Performance Indicators (KPIs)
2. Measure impact and outcomes.
3. Geospatially map critical data points

Clearinghouse Referral Process: During the home assessment an intake form would be used initially for two (2) programs including (a) WAP; and (b) HPwES | AHPwES. The eligibility requirements for both programs will need to be formalized and included in the intake form. The referral information will be collected in a Smartsheet Report that will be accessible by specific program contractors.



Intake & Enrollment Clearinghouse Service

Project: Safe Neighborhoods

January 18, 2026

1. HELP and Program Contractor will work closely to track the progress of each resident referral.
2. A sample intake form resulting from the “clearinghouse” process is provided for review and comments (see below). This form will need to develop specifically for each of the two programs.

<https://app.smartsheet.com/b/form/cd701b36e0b24b06a879e0c292f73dd2>



Partnerships:

Key partners will include but not be limited to: Program Contractors, DOL Resource Center in collaboration with the HELP Pre-apprenticeship Program, Community-based and faith-based organizations and public health agencies.

- MOU requirements will define roles, responsibilities, and information-sharing protocols.

Conclusion

Through strategic partnerships, focused public safety, and meaningful community engagement, this Clearinghouse Service will contribute to the reduction in crime, improve public safety, and strengthen trust between residents and municipalities. This proposed approach reflects Project Safe Neighborhood best practices and offers a sustainable framework for long-term neighborhood safety.

To: Charles Anderson, City Manager
From: Kathy Anger, Customer Service Coordinator
Date: January 20, 2026
RE: Tax Appeal Date



NR # 2
1/27/26

I reached out to Eric Piner, our Real Estate Appraiser, and he confirmed that he is available for Public Tax Appeals on February 10, 2026. He also stated he would be able to return with his recommendations on March 24, 2026.

I would like to request that the Mayor and Council set February 10, 2026, from 7:00 p.m. to 8:00 p.m. as the time to hear public tax appeals.

I would also like to request placement on the March 24th agenda for Mr. Piner to present the appeal results to the Mayor and Council. If possible, he would appreciate being scheduled near the beginning of the agenda due to his travel time.

Thank you for your consideration.