

MINUTES OF THE OF THE MAYOR AND COUNCIL
April 8th, 2025
SEAFORD CITY HALL – 414 HIGH STREET

Attending: Mayor Matthew MacCoy
Vice-Mayor Dan Henderson
Councilman Orlando Holland
Councilman Mike Bradley
Councilman Alan Quillen
Councilwoman Dr. Stephanie Grasset

Staff Members Present:

Charles Anderson-City Manager
Stephanie Alexis-Pacheco – Marketing Assistant
Michelle Ruark – Recording Secretary

7:01 P.M. Mayor MacCoy calls the Regular Meeting to order.

Invocation

Invocation led by Councilman Bradley

Pledge of Allegiance to the Flag of the United States of America.

Mayor MacCoy led those present, in the Pledge of Allegiance

Changes to the agenda for this meeting.

Mayor MacCoy solicited any changes to the Agenda; there were none.

Approval of the minutes of the Regular Meeting on March 25, 2025.

Mayor MacCoy called for a motion to approve the minutes of the Regular Meeting on March 25, 2025; Councilwoman Grasset made a Motion to approve the minutes of the Regular Meeting on March 25, 2025. Councilman Quillen seconded the motion. Mayor MacCoy asked for a vote; all present voted in favor.

PUBLIC COMMENT:

There were no individuals present for public comment.

CORRESPONDENCE:

There was no correspondence.

NEW BUSINESS:

- 1. Mayor MacCoy and Rob Herrera with 9th Street Development to announce a new tenant at the Nylon Capital Shopping Center.**

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Mr. Herrera presented the information and updates on the Nylon Capital Shopping Center. Mr. Herrera reported updates on the status of the construction and reported that GMP Contracts has locked in a date to complete the Mill and it should be completed by the end of the year. Mayor MacCoy solicited any questions from Council. Vice Mayor Henderson asked if a shared receptionist is part of the co-op model. Mr. Herrera stated there is one full-time receptionist. They also do mail handling services and phone management systems. They don't do registered agent work, but are planning on rolling that out in the coming years. Mayor MacCoy solicited any further questions from Council; there were none.

2. Cass Day with the Seaford Community Garden to update the City Council regarding the upcoming Earth Play Event.

Miss Day presented the information about the Seaford Gardens upcoming events. Mayor MacCoy solicited any questions from Council. Vice Mayor Henderson asked if there were any cold frames in place for the upcoming freeze warning. Miss Day stated there weren't any cold frames, but they have cold crops already in the ground and with one night of frost they should be ok. Councilman Quillen asked if they have thought about adding a farmers' market to the garden project. Miss Day stated it was a wonderful idea, but she believes that Don Lee Margin already had something like that in place and they didn't want to take away from them, but it is something that they would love to be able to do if possible. They do plan to put a produce stand in the garden for residents to benefit from. Mayor MacCoy commended Miss Day on her hard work and vision on this project. Mayor MacCoy solicited any further questions from Council; there were none.

3. Bids – Emergency Generator Maintenance

City Manager Anderson presented the information for the bids for Emergency Generator Maintenance. Mayor MacCoy solicited any questions from Council. Vice Mayor Henderson asked how long the previous contract was for. City Manager Anderson stated he believed it was for three years, and they updated the generator at the Firehouse for the new bid. Mayor MacCoy solicited any further questions from Council; there were none. Mayor MacCoy asked for a motion; Councilwoman Grassett made a Motion to award the bids for Emergency Generator Maintenance to the low bidder Premium Power Services, LLC in the amount of \$5,997.00 as presented. Councilman Holland seconded the motion. Mayor MacCoy asked for a vote; all present voted in favor; the motion so passed.

4. Bids – Clean-up week

City Manager Anderson presented the information for the bids for Clean-up week. Mayor MacCoy solicited any questions from Council. Councilman Quillen asked what a pull was. City Manager Anderson stated the contract requires them to deliver five dumpsters to us.

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They provide the driver, vehicle and the number of pulls in the estimate is the number of dumpster pulls. He stated it is estimated to be thirty for the whole event. The waste disposal number is established by Delaware Solid Waste Authority.

Mayor MacCoy solicited any further questions from Council; there were none. Mayor MacCoy asked for a motion; Councilman Holland made a Motion to award the bids for Clean-up week to the low bidder Casella in the amount of \$26,600.00 as presented. Councilwoman Grasseti seconded the motion. Mayor MacCoy asked for a vote; all present voted in favor; the motion so passed.

OLD BUSINESS:

There was no old business to discuss.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

1. Parks & Recreation's Annual Easter Egg Hunt on Saturday, April 12th, at 10 a.m. at the Sports Complex Football Fields.
2. Annual Light It Up Blue Autism Awareness Ceremony on Monday, April 14th, at 6:30 p.m. in Gateway Park.
3. City Hall and Utility Divisions will be closed for Good Friday, April 18th.

CITY OF SEAFORD - Municipal Election – Saturday April 19, 2025

The City of Seaford Municipal Election will be held on Saturday, April 19, 2025, 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) Council Member will be elected for a (3) year term.

All candidates must have filed by 4:00 p.m., E.S.T., Friday, February 28, 2025. 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 28, 2025, will still appear on the official ballot for election.

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 28, 2025.

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 19, 2024) 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 28, 2025. 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.

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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.

- ❖ **Councilman Orlando Holland has filed for reelection.**
- ❖ **Jose Santos has filed for Councilman**

LIAISON REPORTS (All reports attached to the end of this document)

Public Works & WWTF – Councilwoman Stephanie Grassett

Police & Fire – Councilman Dan Henderson

Administration – Councilman Orlando Holland

Electric – Councilman Mike Bradley

Code, Parks and Recreation – Councilman Alan Quillen

Mayor MacCoy then called for a motion to close the Regular Council Meeting and enter into Executive Session. Councilman Quillen made a Motion to close the regular council meeting and enter into Executive Session. Councilman Holland seconded the motion; the motion so passed with all voting in favor. The Regular Council Meeting was adjourned at 7:46 p.m.

EXECUTIVE SESSION:

- 1: Personnel matter(s) in which the name(s), competency and abilities of individual Employee(s) will be discussed.
- 2: Negotiations.

Mayor MacCoy re-opened the Regular Council Meeting at 10:05 P.M.

Mayor MacCoy called for a motion. Vice Mayor Henderson made a Motion to proceed with items 1,2 and 3 as discussed in the Executive Session. Councilman Quillen seconded the motion; the motion so passed will all voting in favor.

Mayor MacCoy called for a motion to close the Regular Council Meeting. Councilwoman Grassett made a Motion to close the Regular Council Meeting. Councilman Bradley seconded the motion; the motion so passed with all voting in favor. The Regular Council Meeting was adjourned at 10:05.

Charles D. Anderson, City Manager
/mr

Council Liaison Report

Public Works & Wastewater

Departments

Date 04/07/25

Past two weeks:

Public Works:

- Contractor here to restripe Mt. Olivet parking lot
- Fixed broken water service line at golf course
- Jetted new sewer main for WSBC phase II project
- Sweeper's fan was replaced and operational and then broke down again with broken flex coupling for final drive
- Did dye testing on E. Poplar to identify mains
- Tried to locate sewer service on Front Street. Found gas service going through sewer main
- Held multiple meetings in person and on-line
- Performed all routine tasks; swept, L & L, big piles, read meters, re-reads, disconnects, hung pink tags, collected State water samples, supplied barricades for various events, etc...
- Had a couple people attending multiply continuing ed classes
- Two men down starting 3/21/25

WWTF & COMPOST

- Plant – Still dealing with scum/floating sludge. Have some feelers out to some bioaugmentation companies to do some analysis to maybe ID the cause. Treatment is still good. WAS rates reduced due to biomass decrease.
- Dewatering – Good performance, still seeing high NH3 in filtrate.
- Blend tank cleaned successfully 3/25.
- Completed annual PT report and submitted.
- Brian and Ryne attended annual pretreatment conference 4/3 & 4/4.
- Bryant on vacation 4/2-4/4/25

Upcoming two weeks:

Public Works

- Install irrigation pit on Nylon
- Camera sewer main on Front Street
- Install new water service on Pond St.
- Replace hydrants

WWTF & COMPOST

- Keep the plant up and running with no violations
- Perform maintenance as needed
- Perform work at lift stations as needed

Berley Mears, DPW



Meeting of Mayor and City Council
8 April 2025
Fire and Police Department Liaison Reports



Seaford Volunteer Fire Department, Inc.

Communications from President Mark O' Bier:

There is no communication to report for this period.

Communications from SVFD Fire Chief John Wilson:

Fire Statistics

Month / Year	Calls to date	Call per day
Total 2025	365 calls	3.7
March 2025	20 Calls*	2.8

*Call per day so far in the month

EMS Statistics

Month / Year	Calls to date	Call per day
Total 2025	1281 calls	13.2
March 2025	79 calls *	11.2

*Call per day so far in the month

Total Department Responses

Year	Calls to date	Call per day
Total 2025	1646 calls	16.9

Fuel Usage 3/4/2025 to 4/1/2025

# Usage	Gallons Used	Total Fuel Cost	Gross Cost	Net Cost	Unleaded	Diesel
84 times	1254.49	4051.84	4051.84	4051.84	54 times used	30 times used
Fire	32 times	EMS	33 Times	Support	19 Times	

Significant Incidents

- 03/26/2025 – (Out of City) – 22395 Sussex Hwy- Motor Vehicle Crash with Entrapment
- 03/28/2025- (City) – Sussex Hwy and Tharp Road- Motor Vehicle Crash with Entrapment
- 03/30/2025 – (Out of City)- 4512 Woodpecker Road – Residential Fire
- 04/01/2025- (Out of City) – 24021 Old Meadow Road – Residential Fire

Apparatus Status

- All SVFD Apparatus are in Service

Training

- **Next Training**
 - Wednesday, April 16, 2025, At Station 71 – Vehicle Rescue

**Count of Classes and People by Class Category with Class Hours and Man Hours for Date Range
Passed/Failed: Both Passed and Failed | Start Date: 01/01/2025 | End Date: 12/31/2025**

	CLASS COUNT	TOTAL CLASS HOURS	COUNT OF PEOPLE	TOTAL MAN HOURS
Career Daily Training	96	103:35	425	504:45
DSFS Core Classes	1	40:00	1	40:00
DSFS - Delaware Learning - ONLINE	1	3:00	1	3:00
Fire Officer Training	1	0:45	11	8:15
Firefighter Training	6	8:00	26	34:00
National Fire Academy Class	1	48:00	1	48:00
Probationary/Junior Training	5	7:30	39	57:30
SVFD Driver Training	11	14:45	19	25:30
Wednesday Training Nights	5	12:00	79	210:00
GRAND TOTALS:	127	237:35	602	931:00

Emergency Medical Services

- A87 is in service with a temporary permit, Fire Commission will come and inspect within 30 days for an official permit
- Paperwork is getting submitted to the Commission to be approved for Draw Up Epi to start training with DSFS
- All Full-Time employees that were due to recertification have completed for 2025
- Lieutenant Givens has completed and passed Pro Board Fire Officer 3
- FF/EMT Dean Helsel has completed Swift Water Training and Command class for Swiftwater
- Multiple Employees and Members honored for Phoenix Awards
 - Deputy Chief Matthew Read
 - Assistant Chief Ben O'Bier
 - Lieutenant Micah Eddy
 - Lieutenant Alan Jarmon
 - Lieutenant Robert Givens
 - Firefighter Ron Marvel
 - Previous Employee Kyler Martin
 - EMT Bridget Johnson
 - EMT Molly Daisey

News and Events

2025 Community Events, Meetings, and Fire Prevention Total

# Events	Total Personnel	Total hours
33	381	938:00

- Acting Lieutenant Logan Wolf completed Fire Officer 3 certification.
- All SVFD Fire Apparatus have complete DOT inspections

- All Fire Hose and Ground Ladders completed the NFPA testing
- All Self-Contained Breathing Apparatus have been hydro-tested to comply with NFPA testing.

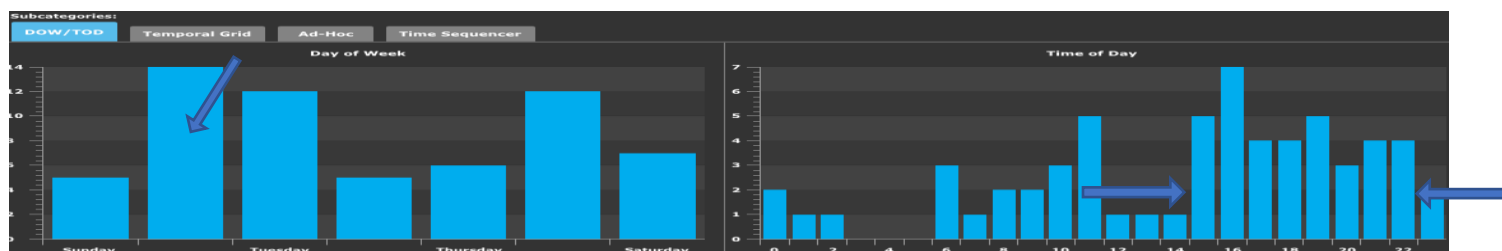


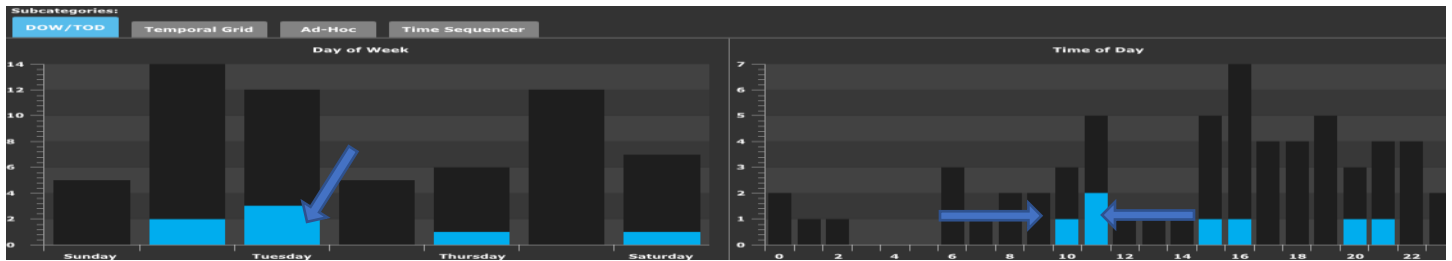
Seaford Police Department

Police Activity during period of Monday, March 31, 2025 – Sunday, April 06, 2025 as reported by Chief Marshall Craft, Jr.:

INCIDENTS	2025	2024	2023	2022	2021
TOTAL COMPLAINTS	2,783	12,552	11,112	9,593	10,686
All crimes	1,091	5,559	5,010	6,164	6,107
Homicide	1	0	1	0	0
Robbery	0	15	24	8	14
Sex Crimes	21	22	25	18	30
Burglary	16 (9 Burg/7 TFV)	57 (24 Burg/33 TFV)	122 (58 Burg/64 TFV)	197	133
Drug Crimes	45	481	285	444	416
Overdose	5	32	43	31	26
All Traffic (E-Tickets)	1,377 (747)	7,527 (3,422)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)
All DUI	19	102	72	79	71
All Crashes	152	741	684	656	620
False Alarms	94	373	343	546	521

- All crimes **61** (defendants: **10** adults & **0** juveniles)
 - Felony: **5**
 - Misdemeanor: **15**
 - Violations: **2**
 - Civil: **0**
 - Other: **39**
- **82% Clearance Rate** (overall = **2** PA and **9** PI) Monday and Friday from 0500-2200 (See Crime Chart below)





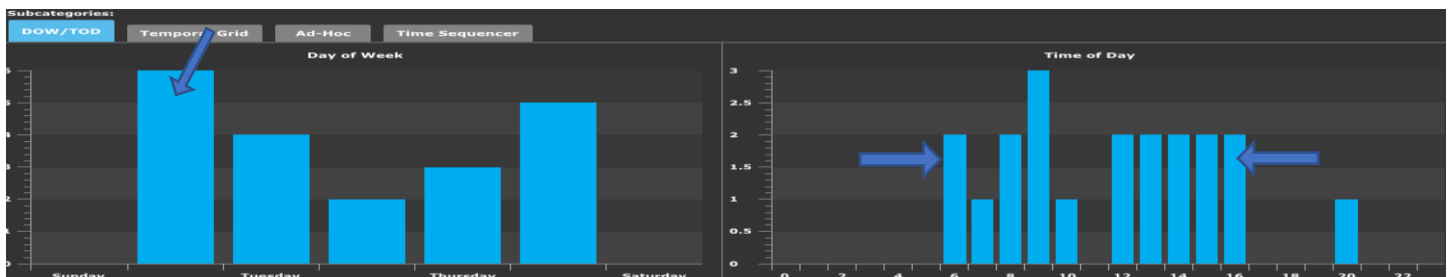
Additional Crime Data below: There were **7 complaints**, including Assault, Larceny, and Weapon: (2 Felonies and 5 Misdemeanors); excluding shoplifting: (43% clearance rate): **1 PA, 3 PI, 2 A/A, 0 J/A, 1 E/C, and 0 U/F**. Most incidents occurred on Friday, from 1000-1100.

Drug Complaints:

- Drug Crimes: 5
- Adult Arrest: 5
- Juvenile Arrest: 0
- Juvenile/No Custody: 0
- Pending Active: 0
- Pending Inactive: 0
- Prosecution declined: 0
- Search Warrant(s): 0
- Seized Firearms: 0
- Overdose: 0

Traffic:

- Contacts/Citations: **89** traffic contacts resulting in **53** citations and **8** warnings
- DUI: **2** (2- Alcohol or 0- drug-related) - 1 Crash related
- Crashes: 20
- Fatal: 0
- Injury: 2 (1) Tharp Rd & Sussex Hwy; and (1) Norman Eskridge Hwy & Chandler St.
- Non-Reportable: 5
- Reportable: 13
- **Additional Information:**
 - Hit & Run: 3: (1) Dollar Tree PK lot; (1) Pine St. & E. High St.; and (1) Sussex Hwy & Norman Eskridge
 - Bicycle: 0
 - Motorcycle/Scooter: 0
 - Pedestrian: 0
 - School Bus: 0
 - Alcohol/drug-related crash: 0
 - Incidents: Monday from 0600-1600 (See Crash chart below)



Significant Events: All suspects/defendants are considered innocent until proven guilty.

- **04/01/25: Recovered Stolen Vehicle**

While on routine patrol, SPD located a stolen vehicle in the parking lot of Meadowbridge Apartments with three individuals exiting. As an officer approached, defendant Wilno Morisset attempted to flee on foot but was quickly apprehended. The vehicle keys were found on the ground next to him. Further investigation revealed that Morisset was in possession of the vehicle owner's debit/credit cards and had an active warrant out of Maryland. Morisset was arrested for Receiving Stolen Property (RSP) and Resisting Arrest, then arraigned and committed to SCI in default of a secured bond.

Case #71-25-2642

- **04/03/25: Local Fugitive**

SPD observed Henry Pearsall riding a bicycle in the area of Chandler Street & had an active capias - fled when instructed to stop. After a brief pursuit, Pearsall was apprehended while attempting to scale a fence. He was arrested for Resisting Arrest and violating bicycle traffic codes, arraigned, and committed to SCI.

Case #71-25-2701

- **04/03/25: Endangering the Welfare of a Child x2**

SPD responded to the 300 block of North Pine Street to assist with a 10-year-old experiencing chest pains. It was determined that, for the third time in a week, the 10-year-old and his 8-year-old sibling had been left home alone while their mother, the defendant, was at work. The defendant was arrested for two counts of Child Endangerment. DFS was notified, and a safety plan was established for the children.

Case #71-25-2709

- **04/03/25: Overdose and Trespassing**

SPD was dispatched to Food Lion for a possible overdose. Upon arrival, the subject had fled but was later located and identified as Tredale Harris-Burgess. He refused medical treatment and was advised, at the request of Food Lion, that he was barred from the store. Approximately 51 minutes later, Harris-Burgess returned to the store, resulting in his arrest for Trespassing. He was later released by the court on his own recognizance.

Case #71-25-2710

- **04/06/25: Wanted Fugitive Apprehension / PWITD Heroin**

While on routine patrol, SPD located defendant Denzil Baynard on Bridgeville Highway and took him into custody without incident on active warrants issued by Delaware State Police. During the arrest, heroin and cocaine were observed falling from Baynard's lap. A total of 65 bags (1.95 grams of heroin and 1.5 grams of cocaine) were recovered. Baynard was arrested for Possession with Intent to Distribute (PWITD) Heroin and Cocaine, Possession of a Controlled Substance, Paraphernalia, and Endangering the Welfare of a Child. He was later transferred to Delaware State Police for their active warrants.

Case #71-25-2780

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 03/31/25: (3) CADET Interviews - Chief
- 04/01/25: DACP Executive Board Zoom Meeting - Chief
- 04/02/25: Coffee w/ Danny meeting - Chief

Community Events:

- Ongoing "Food On" Program in partnership with the HELP Initiative: SPD Officers

Training/Other:

- SPEAR Team Training (ongoing) twice / month: Team Members (CADETS - scenarios)
- 04/02/25: Pedophile and Online Child Predator Investigations

CADETS:

- The Cadet seasonal program concluded for the year on October 31, 2024. Actively recruiting CADETS for this season - posted on the Seaford PD Facebook page. Four CADET applicants are currently in the process.

Total Criminal Arrests:

Arrests YTD	2024 Total	2025 Adult	2025 Juv	2024 Total	2024 Adult	2024 Juv	2023 Total	2023 Adult	2023 Juv	2022 Total	2022 Adult	2022 Juv	2021 Total	2021 Adult	202 1 Juv
Total	111	104	7	720	642	78	523	455	68	630	571	59	586	511	75

Respectfully Submitted,
Councilman, Fire and Police Liaison, and Vice Mayor



Dan H Henderson

Two Week Work Report

3/24/25 to 4/4/25

Charles Anderson, June Merritt &
Trisha Newcomer

MEETINGS:

- Filed the AFFF litigation information.
- Attended meetings with the compensation consultant.
- Met with a solar developer regarding the Business Park planned for Sussex Highway.
- Attended a DelDOT meeting regarding the proposed Aldi's development.
- Attended Rep. Danny Short's coffee meeting at the senior center.
- Attended the monthly Code Department meeting.
- Attended the SCAT Legislative Breakfast.
- Attended the WSBC progress meeting.

OTHER WORK:

- Prepared the Council agenda.
- Worked on employee evaluations.
- Participated in Police Cadet Interviews.
- Discussed BOA appeal response with Solicitor Everett Moore.
- Bid Openings:
 - Cleanup week.
 - Emergency Generator Maintenance.
 - Poplar Street Lot Disposal.

INFORMATION TECHNOLOGY REPORT:

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ADMINISTRATION REPORT FOR COUNCIL:

- Work to complete audit.
- Train with the new Accounting Coordinator.
- Attend various meetings for personnel matters – police interviews, cadet interviews.
- Prepare for FY 2026 Budget.
- Attend various meetings – council meeting, executive session, staff meeting, etc.
- Attend grant meetings – RD Apply and EECBG grants.
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Input:

Charles Anderson, ACM

June Merritt, DF & HR

Trisha Newcomer, DED & CR

Council Liaison Report
Electric Department
Period ending 4/6/2025

Since the last report

Crew

Dalton attended lineman training lab 4 at DEMEC.

Dug in some secondary conduit and set the single-phase transformer for the maintenance building service at Hooper's Landing Golf course.

Pulled in secondary wire in Mearfield 1 phase 4.

Pulled in the underground primary and make up the terminators for the Hooper's Landing front feed.

Replaced a pole on Poplar St due to an accident.

Pulled in the primary wire and set the transformer for the new well at Hooper's Landing. Waiting on them to pull in their secondary wire.

Pulled an old pole at NCSC.

Director

Attended the directors meeting.

Attended my council liaison meeting.

Attended the staff meeting.

Attended the council meeting for the safety shoe policy update and the rules & regulation second reading.

Worked with Greg on the truck specifications for a new service truck.

Review a residential solar application.

Took my quarterly IT training.

Had a meeting with the developer & General Contractor at Seaford Innovation Center for some additional work.

Stayed with the crew on Poplar St for the pole replacement.

Did the cost for the repairs from the accident on Poplar ST and sent them to Annette.

Upcoming Weeks.

Continue working in Belle Ayre single family residence section.

Continue working in Meafield 1 phase 4.

Change out a pole on Pond ST and run some new secondary wire.

Continue changing the lights on Sussex Highway to LED.

04/07/2025

Code Department Report

- Issuing permits (139 Issued in 2025)
- Rental Licenses (1,832 Units)
- Rental license late fees have been sent.
- Rental inspections are scheduled and being completed.
- Doing routine inspections for on-going projects
- Doing violation inspections throughout City
- Performing plan reviews for new permits
- Attended a Deldot meeting for the Aldi project.

Large project status's

- Mearfield 1 Phase 4 – Permits issued to Ryan homes for 37 lots in Phase 4.
- BelleAyre Single Family –Danfield Dr – Contractor completed paving the road from the sewer repairs.
- Western Sussex Business Campus – Waiting for final inspection.
- Nylon Capital – Demolition progressing on old Woolworths. Community Bank work is progressing. Exterior façade work on Dollar Tree and Community Bank continuing. Fitout permit for Bright Bloom issued and work started. Renovations started at the old grocery store. Sitework on storm water has mobilized. Work to begin when Deldot approves the utility permit for Atlanta Rd.

Parks & Recreation
Council Liaison Report
for 4/7/25 Council Meeting

Accomplished week of 3/24

Parks – Turned on and tested irrigation at Parks Shop – demonstrated repair for Mikey & Evan
Parks – Prepped football field for rental
Parks – Worked on repairs at Jays Nest
Rec. – Worked on soccer & softball schedules
Rec. – Katie & Tina both worked on finalizing the player data and placed the soccer jersey, shorts, & socks order
Parks&Rec. – Worked on CIP figures and slides
Parks&Rec. – Coordinated with Nanticoke Fence to get the fence under Stein Hwy Bridge replaced
Parks&Rec. – Worked with NLL to place dog waste stations and signs at Williams Pond Park

Accomplished week of 3/31

Parks – Installed batter’s box mats on both softball fields
Parks – Put together goals & nets for soccer & cut sports complex
Parks – Made repair on the '08 F-150 (replaced plug wires and ignition coil)
Rec. – Completed soccer schedules and sent out to coaches
Rec. – Received soccer jerseys, shorts, & socks – organized and distributed to all teams – games to begin 4/7 weather pending
Parks&Rec. – Submitted FY26 Capital Items and CIP Slides for upcoming budget meetings
Parks&Rec. – Held committee meeting for upcoming Brews & Clues event and assisted Mayor with promotional video
Parks&Rec. – Attended the Delaware Tree & Climate Workshop