



Fort DuPont Redevelopment and Preservation Corporation  
Board of Directors Meeting

**April 10, 2024 - 9:30 a.m.**

Delaware City Fire Hall  
815 5th Street  
Delaware City DE 19706

**AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Minutes - Fort DuPont Redevelopment and Preservation Corporation Meeting of February 14, 2024
4. Treasurer's Report
5. Executive Director's Report
6. Committee Reports
  - a. FDRPC Finance and Audit Committee Meeting of December 11, 2023
  - b. FDRPC Land Use Planning Committee Meeting of January 23, 2024
  - c. FDRPC Land Use Planning Committee Meeting of February 27, 2024
  - d. FDRPC Executive Committee Meeting of January 29, 2024
7. Delaware City updates
8. Public comment
9. Recess Into Executive Session {Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property, §10004(b)(4) Strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation, but only when an open meeting would have an adverse effect on the bargaining or litigation position of the public body; and §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed, unless the employee or student requests that such a meeting be open.}
10. Actions to be voted upon from Executive Session
11. Next meeting date: May 8, 2024 at 9:30 a.m.
12. Adjournment

*Please note: Pursuant to 29 Del. C 10004(e)(2), this Agenda may be changed to include additional items including executive sessions or to delete items that arise at the time of the meeting.*

*Potential executive session pursuant to 29 Del. C. 10004(b)(9) (“Personnel matters in which the names, competency and abilities of individuals employees...are discussed.”)*

*Potential executive session pursuant to 29 Del. C. 10004(b)(2) (“discussions regarding sales or leases of real property) and 29 Del C. 10004 (b)(6) (discussion of the content of documents, excluded from the definition of “public record,” where such discussion may disclose the contents of such documents).*

*Potential executive session pursuant to 29 Del. C. 1004 (b)(4) (“Strategy sessions, including those involving legal advice or opinion from an attorney-at-law...”) and 29 Del. C. 10004(b)(6) (discussion of the contents of documents, excluded from the definition of “public record,” where such discussion may disclose the contents of such documents.*

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**BOARD OF DIRECTORS MEETING**

The Fort Dupont Redevelopment and Preservation Corporation Board of Directors meeting was held February 14, 2024 at the Delaware City Fire Hall, 815 5th Street, Delaware City, with Chair John McMahon presiding.

**CALL TO ORDER**

Chair McMahon called the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Board of Directors meeting to order at 9:30 a.m.

**BOARD MEMBERS PRESENT**

Mr. David Edgell (Office of State Planning Coordination)  
Mr. Doug Eriksen (Delaware City Resident)  
Mr. Kurt Foreman (Delaware Prosperity Partnership)  
Secretary Shawn Garvin (Department of Natural Resources and Environmental Control (DNREC) (arrived at 9:37 a.m.)  
Mr. Michael Graci (Fort DuPont Resident)  
Ms. Michelle Graham (Interim Delaware City Manager)  
Ms. Wendy Rogers (Fort DuPont Resident)  
Mr. Bert Scoglietti (designee of Controller General of the State of Delaware)  
Dr. Courtney Stewart (Office of Management and Budget)

**BOARD MEMBERS ABSENT**

Mr. Rony Baltazar-Lopez (Secretary of State)  
Senator Spiros Mantzavinos (Chair, Bond Bill Committee)  
Representative Sean Matthews (Co-Chair, Bond Bill Committee)  
Ms. Ruth Ann Miller (Controller General of the State of Delaware)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, Deputy Director/Controller  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP.  
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP.

**OTHERS PRESENT**

Ms. Grace Mudrick, NAI Emory Hill

**APPROVAL OF MINUTES – FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION (FDRPC) BOARD MEETING OF DECEMBER 13, 2023**

**Dr. Stewart moved for approval of the FDRPC Board meeting minutes of December 13, 2023. The motion was seconded by Mr. Graci and unanimously carried.**

### **TREASURER'S REPORT**

Mr. Bert Scoglietti, Treasurer, reviewed the Fort DuPont Redevelopment and Preservation Corporation Budget vs. Actuals: Budget FY 24, P&L Draft 1 – FY24 P&L for July 2023 - June 2024 as of December 31, 2023 and noted the following:

- 4010 State Appropriation – As of the end of December, \$775,000 had been drawn. An additional draw down in the amount of \$700,000 was requested in December and received in January. That request will be reflected in next month's financial report. A balance of \$775,000 is still being held by the state.
- 4100 Rental Income – This line item is tracking well.
- 4200 - 4430 Real Estate Sales – There were no changes to these line items from last month.
- 4500 Historic Tax Credits (HTC) – The historic tax credits, in the amount of \$185,000, have been claimed and will be sold when the duplexes come online, pending permitting.
- 6525R Professional Fees – Accounting – This line item represents an increase due to a combination of bookkeeping services and the annual audits.
- 6700 Improvements – The expenses for the PX, theater and chapel are mostly for stabilization and a new roof on the PX.
- 7100 Common Area Maintenance – This line item is up \$4,000 from last month. The major item under Common Area Maintenance as of December is lawn care. With the colder weather, that line item will not increase.
- Net Income shows a negative number because the whole state appropriation has not been drawn down. That number will change positively next month.

Responding to Dr. Stewart regarding selling the historic tax credits for the duplexes, Mr. Slavin advised that they were the two duplexes on Old Battery Lane. FDRPC has a credit reservation and a buyer lined up for it, however; the credit is not awarded until the certificate of occupancy (CO) is issued. The CO cannot be issued until all of the utility work is complete and they are still waiting on the permit for that work.

Mr. Slavin noted that they received the last approvals on the sediment and stormwater control for that area and have to go into a pre-construction meeting with DNRC to talk about phasing that because the plan for the stormwater and sediment is for the entirety of Old Battery Lane and they are trying to parse it out in phases to bring those up first.

**Mr. Foreman moved for acceptance of the Treasurer's Report, seconded by Mr. Graci and unanimously carried.**

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Tim Slavin, Executive Director, reviewed the Executive Director's Monthly Report For the period October 1, 2023 to January 31, 2024 and noted the following:

**Capital Projects** – With the colder weather, public works and capital improvement projects have slowed and there are a few projects that are waiting for drier ground, especially the three bio basins on the campus that need to be finished and put into use.

**Branch Canal Revetment Project** – FDRPC was notified that project funding was approved by FEMA. The kickoff meeting with the Delaware Emergency Management Agency (DEMA) was held February 13, 2024, to discuss grant administration, draw downs and how to proceed.

Currently, a permit is pending from the Army Corps of Engineers, and upon issuance, a permit from the Delaware Department of Natural Resources and Environmental Control (DNREC) will follow. DEMA advised proceeding with the design bidding process while awaiting permitting for two important reasons. First, there is an anticipated cost increase compared to the original application submitted two years ago. FEMA allows for this adjustment, and FDRPC can submit a budget amendment accordingly. Secondly, securing a successful bid will enable FDRPC to establish a schedule with a contractor. These contractors are specialized, and there may be a longer lead time for mobilization. While the schedule and mobilization date are yet to be determined, the public and residents will be kept informed about the project's status.

#### **Permitting Issues:**

- **Operable Unit 6 - Old Battery Lane.** The environmental covenant has been executed and recorded and they are awaiting the certificate of completion of remedy, which is the final stage.
- **Operable Unit 6 - Old Battery Lane and Operable Unit 10 - the archives building.** The sediment and stormwater management plans for Operable Unit 6 - Old Battery Lane and Operable Unit 10 - the archives building, have been approved by DNREC and they are scheduling the preconstruction meeting to talk about phasing. Some monitoring wells in Operable Unit 10 during the permitting will now be removed.
- **Operable Unit 7 - Marina Village.** DNREC has requested additional testing. There is a small amount of naturally occurring arsenic and they want to ensure that the area is identified completely in order to remediate the soil.
- **Operable Unit 11 - Battery Elder.** They are beginning the process of testing, to be done by Bright Fields, and hopefully getting the certificate of completion of remedy on that site as well.

**Real Estate** – There has been some rental turnover, which is natural for the number of units. The vacant lot at 1311 Officers Row remains listed. There was an offer that was withdrawn.

**Mr. Foreman moved for acceptance of the Executive Director's Report, seconded by Mr. Edgell and unanimously carried.**

#### **COMMITTEE REPORTS**

##### **FDRPC Design and Historic Preservation Committee Meeting of September 6, 2023**

Mr. Doug Eriksen, Chair of the FDRPC Design and Historic Preservation Committee, reviewed the report for September 6, 2023.

**Mr. Graci moved for acceptance of the report, seconded by Secretary Garvin and unanimously carried.**

**FDRPC Land Use Planning Committee Meeting of September 26, 2023**

Mr. David Edgell, Chair of the FDRPC Land Use Planning Committee, reviewed the report for September 26, 2023.

**Mr. Graci moved for acceptance of the report, seconded by Secretary Garvin and unanimously carried.**

**FDRPC Finance and Audit Committee Meeting of November 13, 2023**

**Mr. Graci moved for acceptance of the FDRPC Finance and Audit Committee Report of November 13, 2023. The motion was seconded by Secretary Garvin and unanimously carried.**

**FDRPC Executive Committee Meeting of December 4, 2023**

**Mr. Graci moved for acceptance of the FDRPC Executive Committee Report of December 4, 2023. The motion was seconded by Secretary Garvin and unanimously carried.**

**DELAWARE CITY UPDATES**

Ms. Michelle Graham, acting Delaware City manager, reported that the city has an ongoing video camera project. She noted that a more detailed update would be provided at the next meeting.

**PUBLIC COMMENT**

None.

**RECESS INTO EXECUTIVE SESSION - DISCUSSIONS REGARDING SALES OR LEASES OF REAL PROPERTY**

**Mr. Foreman moved to recess into executive session, seconded by Mr. Graci and unanimously carried.**

Meeting recessed at 9:47 a.m.

**RECONVENE**

**Mr. Eriksen moved to reconvene the FDRPC Board meeting, seconded by Mr. Edgell and unanimously carried.**

Meeting reconvened at 10:51 a.m.

**POTENTIAL ACTION ON DISCUSSIONS REGARDING SALES OR LEASES OF REAL PROPERTY**

None.

**NEXT MEETING DATE**

The next meeting is scheduled for March 13, 2024 at 9:30 a.m.

**ADJOURNMENT**

**Mr. Graci moved for adjournment, seconded by Ms. Rogers and unanimously carried.**

Meeting Adjourned at 10:51 a.m.

APPROVED: April 10, 2024

# Fort DuPont Redevelopment and Preservation Corporation

## Budget vs. Actuals: Budget\_FY24\_P&L Draft 1 - FY24 P&L

Feb-24

	Total				
	Actual	Budget	over Budget	% of Budget	
<b>Income</b>		\$	-	\$	-
4005 Carryforward	\$	-	\$ 300,000.00	\$ (300,000.00)	0.00%
4010 State Appropriation	\$ 1,475,000.00	\$ 2,250,000.00	\$ (775,000.00)		65.56%
4015 Bike Path Funding	\$	-	\$	-	
4020 Roundabout	\$	-	\$	-	
4100 RENTAL INCOME	\$ 109,646.40	\$ 159,623.08	\$ (49,976.68)		68.69%
4100-DN DNREC	\$	-	\$ 10,500.00	\$ (10,500.00)	0.00%
4100-OM OMB	\$	-	\$ 9,315.00	\$ (9,315.00)	0.00%
4110 SPECIAL EVENT REVENUE	\$ 5,550.00	\$ 6,600.00	\$ (1,050.00)		84.09%
4130 CAM REVENUE	\$	-	\$	-	
4131 Lawncare - CAM (State Tenants)	\$	-	\$ 3,200.00	\$ (3,200.00)	0.00%
4132 Snow/Ice - CAM (State Tenants)	\$	-	\$ 15,000.00	\$ (15,000.00)	0.00%
4133 Community Association	\$	-	\$ 730.00	\$ (730.00)	0.00%
<b>Total 4130 CAM REVENUE</b>	<b>\$</b>	<b>\$</b>	<b>18,930.00</b>	<b>\$ (18,930.00)</b>	<b>0.00%</b>
4150 TENANT REIMBURSEMENTS	\$	-	\$	-	
4151 Utility Reimbursements	\$ 58,162.27	\$ 126,000.00	\$ (67,837.73)		46.16%
<b>Total 4150 TENANT REIMBURSEMENTS</b>	<b>\$ 58,162.27</b>	<b>\$ 126,000.00</b>	<b>\$ (67,837.73)</b>		<b>46.16%</b>
<b>Total 4100 RENTAL INCOME</b>	<b>\$ 173,358.67</b>	<b>\$ 330,968.08</b>	<b>\$ (157,609.41)</b>		<b>52.38%</b>
4200 REAL ESTATE SALES	\$ 230,000.00	\$ 1,216,200.00	\$ (986,200.00)		18.91%
4251 Late Payment Fee	\$	-	\$	-	
4300 GRANTS	\$	-	\$	-	
4400 Sales	\$ 45,000.00				
4430 Services	\$ 188,504.22				
4500 HTC CREDITS	\$	-	\$ 185,000.00	\$ (185,000.00)	0.00%
4800 BANK LOANS - BUDGETED PROCEEDS	\$	-	\$	-	
<b>Total Income</b>	<b>\$ 2,111,862.89</b>	<b>\$ 4,282,168.08</b>	<b>\$ (2,170,305.19)</b>		<b>49.32%</b>
<b>Gross Profit</b>	<b>\$ 2,111,862.89</b>	<b>\$ 4,282,168.08</b>	<b>\$ (2,170,305.19)</b>		<b>49.32%</b>
<b>Expenses</b>		\$	-	\$	-
6000 Capital Improvement Expenditure	\$	-	\$	-	
6030 Bank Charges	\$ 433.25	\$ 1,000.00	\$ (566.75)		43.33%
6300 Construction Expenditures	\$	-	\$	-	
6463 Office Improvements	\$	-	\$	-	
<b>Total 6300 Construction Expenditures</b>	<b>\$</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
6400 Building Improvements{77}	\$	-	\$	-	
6409a 09a Doors	\$	-	\$	-	
6409b 09b Painting-Exterior	\$	-	\$	-	
6409c 09c Painting-Interior	\$	-	\$	-	

6412 12 Light Fixtures	\$	-	\$	-	\$	-
6417 Supplies & Materials	\$	-	\$	-	\$	-
6420 20 General Condititons	\$	-	\$	-	\$	-
6456 Permitting	\$	-	\$	-	\$	-
<b>Total 6400 Building Improvements{77}</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>6460 ENVIRONMENTAL</b>	\$	41,964.76	\$	-	\$	41,964.76
6464 Soil Analysis	\$	8,800.00				
<b>Total 6460 ENVIRONMENTAL</b>	<b>\$</b>	<b>50,764.76</b>				
<b>6470 FEASIBILITY STUDIES</b>	\$	-	\$	-	\$	-
6730 Market Feasibility Study	\$	-	\$	-	\$	-
<b>Total 6470 FEASIBILITY STUDIES</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>6480 SPECIAL EVENT EXPENSES</b>	\$	4,178.54	\$	-	\$	4,178.54
<b>6500 PROFESSIONAL FEES</b>	\$	15,348.68	\$	-	\$	15,348.68
6505 Prof Fees - Engineering	\$	20,276.75	\$	-	\$	20,276.75
6505-02 Master Planning	\$	16,813.25				
6505-03 Canal District	\$	1,908.50				
6505-06 Survey	\$	1,503.75				
6505-09 Round-a-bout	\$	2,948.25				
6505-10 Living Shoreline	\$	4,476.50				
6505-14 Marina Village	\$	39,622.03				
6505-20 Branch Canal	\$	24,903.25				
<b>Total 6505 Prof Fees - Engineering</b>	<b>\$</b>	<b>112,452.28</b>				
6515 Prof Fees - Architectural	\$	1,687.50	\$	-	\$	1,687.50
6520R Prof Fees - Legal	\$	67,846.02	\$	240,000.00	\$	(172,153.98) 28.27%
6525R Prof Fees - Accounting	\$	41,705.00	\$	38,196.60	\$	3,508.40 109.19%
6545 Roadways/Utilities	\$	249.49				
<b>Total 6500 PROFESSIONAL FEES</b>	<b>\$</b>	<b>239,288.97</b>	<b>\$</b>	<b>278,196.60</b>	<b>\$</b>	<b>(38,907.63) 86.01%</b>
<b>6510 DEMOLITION</b>	\$	-	\$	-	\$	-
<b>6535 PERMITTING</b>	\$	3,792.85	\$	2,795.78	\$	997.07 135.66%
<b>6600R FEES - OTHER</b>	\$	-	\$	-	\$	-
6606 Permit Fees	\$	-	\$	1,418.88	\$	(1,418.88) 0.00%
6610 Bank Fees	\$	373.37	\$	1,838.65	\$	(1,465.28) 20.31%
6620 HTC Fees	\$	-	\$	7,668.54	\$	(7,668.54) 0.00%
6625 Bank Charges	\$	16.95	\$	-	\$	16.95
6627 Applied Bank Fees	\$	13.00	\$	-	\$	13.00
<b>Total 6625 Bank Charges</b>	<b>\$</b>	<b>29.95</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>29.95</b>
6631 Del City Rental Tax	\$	-	\$	1,329.56	\$	(1,329.56) 0.00%
<b>Total 6600R FEES - OTHER</b>	<b>\$</b>	<b>403.32</b>	<b>\$</b>	<b>12,255.63</b>	<b>\$</b>	<b>(11,852.31) 3.29%</b>
<b>6700 IMPROVEMENTS</b>	\$	285.00	\$	1,850,000.00	\$	(1,849,715.00) 0.02%
6702 Building 39-1303 Officers Row	\$	1,117.00				
6703 Building 43-NCO Duplex	\$	1,115.00				
6709 Building 24-FDRPC Office	\$	1,269.00				
6711 Building 20-PX	\$	89,200.00				
6712 Building 24-Theater	\$	14,085.00				

6713 Building 55-Chapel	\$	17,145.00				
6716 Canal District	\$	-				
6716.30 Roads/Utilities	\$	298,000.00				
<b>Total 6716 Canal District</b>	<b>\$</b>	<b>298,000.00</b>				
6721 Roundabout	\$	14,344.39				
6734 Building 23-Band Barracks	\$	840.00				
6738 Duplexes on OBL	\$	-				
6738-02 Building 27	\$	625.00				
<b>Total 6738 Duplexes on OBL</b>	<b>\$</b>	<b>625.00</b>				
6740 Building 28-Bakery	\$	5,085.00				
6741 Building 30-Stable	\$	10,825.00				
6744 Maintenance Shop	\$	1,577.00				
6747 Building 19	\$	836.00				
6748 Building 52-Tilton	\$	20,492.83				
6749 Pump House	\$	18,460.00				
6768 DNREC Magazine	\$	9,950.00				
6770 DNREC Maintenance Bldg	\$	1,763.70				
<b>Total 6700 IMPROVEMENTS</b>	<b>\$</b>	<b>507,014.92</b>				
<b>6800 SITE UTILITIES</b>	\$	388.00	\$	-	\$	388.00
6810 Electric	\$	142,436.70	\$	144,000.00	\$	(1,563.30) 98.91%
6815 Gas	\$	(2,044.83)	\$	4,400.00	\$	(6,444.83) -46.47%
6820 Water	\$	9,623.62	\$	14,000.00	\$	(4,376.38) 68.74%
6825 Sewer	\$	6,646.72	\$	20,000.00	\$	(13,353.28) 33.23%
6830 Phone/Internet	\$	-	\$	10,200.00	\$	(10,200.00) 0.00%
6835 Trash	\$	2,220.00				
<b>Total 6800 SITE UTILITIES</b>	<b>\$</b>	<b>159,270.21</b>	<b>\$</b>	<b>192,600.00</b>	<b>\$</b>	<b>(33,329.79) 82.69%</b>
<b>7000 OPERATING EXPENSES</b>	\$	-	\$	-	\$	-
7005 Museum	\$	-	\$	-	\$	-
7009 Computer Support	\$	7,991.41	\$	-	\$	7,991.41
7010 Office Supplies	\$	18,503.18	\$	12,000.00	\$	6,503.18 154.19%
7015 Taxes & Licenses	\$	253.63				
7020 Travel	\$	-	\$	1,000.00	\$	(1,000.00) 0.00%
7025 Meals and Entertainment	\$	164.89	\$	1,040.00	\$	(875.11) 15.85%
7030 Utilities - Office	\$	10,463.17	\$	6,700.00	\$	3,763.17 156.17%
7035 Phone/Internet - Office	\$	152.18	\$	-	\$	152.18
7040 Repairs & Maintenance	\$	3,614.00	\$	5,200.00	\$	(1,586.00) 69.50%
7045 Discretionary Expenses	\$	-	\$	7,970.00	\$	(7,970.00) 0.00%
7050 Equipment and Furnishings	\$	-	\$	5,100.00	\$	(5,100.00) 0.00%
7051 Uniforms	\$	4,516.03				
<b>Total 7000 OPERATING EXPENSES</b>	<b>\$</b>	<b>45,658.49</b>	<b>\$</b>	<b>39,010.00</b>	<b>\$</b>	<b>6,648.49 117.04%</b>
<b>7100 COMMON AREA MAINTENANCE</b>	\$	25,177.47	\$	-	\$	25,177.47
7105 Lawn Care	\$	84,560.00	\$	113,000.00	\$	(28,440.00) 74.83%
7110 Storm Water Management	\$	-	\$	2,200.00	\$	(2,200.00) 0.00%
7115 Pest Control	\$	1,612.77	\$	3,200.00	\$	(1,587.23) 50.40%

7120 Fire & Security Monitoring	\$ 3,002.00	\$ 4,600.00	\$ (1,598.00)	65.26%
7125 Snow & Ice Removal	\$ 9,160.00	\$ 3,800.00	\$ 5,360.00	241.05%
7130 Building Repairs & Maintenance	\$ -	\$ 19,000.00	\$ (19,000.00)	0.00%
7135 Road Repairs	\$ -	\$ 3,300.00	\$ (3,300.00)	0.00%
7140 Landscaping Maintenance	\$ 38,818.50	\$ 20,000.00	\$ 18,818.50	194.09%
7141 Auto	\$ 3,892.02	\$ 9,600.00	\$ (5,707.98)	40.54%
7145 Equipment Expense	\$ 2,442.25	\$ 42,000.00	\$ (39,557.75)	5.81%
7146 Supplies	\$ -	\$ 5,900.00	\$ (5,900.00)	0.00%
7830 Utilities	\$ 11,979.67	\$ 17,000.00	\$ (5,020.33)	70.47%
7831 Water & Sewer	\$ -	\$ 2,200.00	\$ (2,200.00)	0.00%
<b>Total 7830 Utilities</b>	<b>\$ 11,979.67</b>	<b>\$ 19,200.00</b>	<b>\$ (7,220.33)</b>	<b>62.39%</b>
<b>Total 7100 COMMON AREA MAINTENANCE</b>	<b>\$ 180,644.68</b>	<b>\$ 245,800.00</b>	<b>\$ (65,155.32)</b>	<b>73.49%</b>
<b>7200 DEBT EXPENSE</b>	\$ 273,000.00	\$ 273,000.00	\$ -	100.00%
7205 P & I - Applied Bank PH1	\$ 47,229.80	\$ 51,180.00	\$ (3,950.20)	92.28%
7206 P & I - Applied OBL Duplexes	\$ 55,457.60	\$ 72,696.00	\$ (17,238.40)	76.29%
7207 P & I - PH1D	\$ -	\$ -	\$ -	
7210 DMHEF Repayment	\$ 20,834.35	\$ 20,834.45	\$ (0.10)	100.00%
7220 FDRPC RLF Repayment	\$ -	\$ -	\$ -	
7225 DEBT EXPENSE WSFS LOAN	\$ 996.74	\$ -	\$ -	
<b>Total 7200 DEBT EXPENSE</b>	<b>\$ 397,518.49</b>	<b>\$ 417,710.45</b>	<b>\$ (332,975.33)</b>	<b>20.29%</b>
7300 Depreciation Expense	\$ -	\$ -	\$ -	
<b>7500 MARKETING EXPENSES</b>	\$ 7,000.00	\$ -	\$ 7,000.00	
7510 Advertising & Promotion	\$ -	\$ 24,000.00	\$ (24,000.00)	0.00%
7525 Marketing Collateral	\$ -	\$ -	\$ -	
7530 Promotional Memberships	\$ -	\$ -	\$ -	
7540 Stationery & Printing	\$ -	\$ -	\$ -	
7550 Website & Social Media	\$ 15,625.25	\$ 20,000.00	\$ (4,374.75)	78.13%
7551 Video	\$ -	\$ -	\$ -	
7555 Marketing - Other	\$ 7,809.95	\$ -	\$ 7,809.95	
<b>Total 7500 MARKETING EXPENSES</b>	<b>\$ 30,435.20</b>	<b>\$ 44,000.00</b>	<b>\$ (13,564.80)</b>	<b>69.17%</b>
<b>Total 7700 PAYROLL EXPENDITURES</b>	<b>\$ 500,101.55</b>	<b>\$ 691,170.38</b>	<b>\$ (191,068.83)</b>	<b>72.36%</b>
<b>7850 INSURANCE</b>	\$ (40,388.25)	\$ -	\$ (40,388.25)	
7851 General Liability	\$ -	\$ 9,489.00	\$ (9,489.00)	0.00%
7852 Flood Insurance	\$ 9,406.12	\$ -	\$ 9,406.12	
7853 Property	\$ 93,070.93	\$ 85,080.54	\$ 7,990.39	109.39%
7854 Builder's Risk	\$ -	\$ 3,229.00	\$ (3,229.00)	0.00%
7855 Workers Comp Insurance	\$ 248.00	\$ 4,404.00	\$ (4,156.00)	5.63%
7856 Auto	\$ 15,361.00	\$ 15,361.00	\$ -	100.00%
7857 D & O/ E&O Insurance	\$ 8,855.00	\$ 12,757.52	\$ (3,902.52)	69.41%
7858 Business Owners	\$ -	\$ -	\$ -	
7859 Pension & Crime	\$ -	\$ 1,900.00	\$ (1,900.00)	0.00%
<b>Total 7850 INSURANCE</b>	<b>\$ 86,552.80</b>	<b>\$ 132,221.06</b>	<b>\$ (45,668.26)</b>	<b>65.46%</b>
8000 VALUE OF REAL ESTATE SOLD	\$ -	\$ -	\$ -	
Administrative Expenses	\$ -	\$ 417.00	\$ (417.00)	0.00%

<b>Legal Fees - Operating</b>	\$ 104.00	\$ -	\$ 104.00	
<b>Property Management</b>	\$ -	\$ -	\$ -	
<b>7880 Repair &amp; Maintenance</b>	\$ -	\$ 1,717.00	\$ (1,717.00)	0.00%
<b>7890 Payroll</b>	\$ -			
<b>7892 Salaries</b>	\$ 9,752.64			
<b>Total 7890 Payroll</b>	<b>\$ 9,752.64</b>			
<b>7900 Security</b>	\$ -	\$ 70.00	\$ (70.00)	0.00%
<b>Total Property Management</b>	<b>\$ 9,752.64</b>	<b>\$ 1,787.00</b>	<b>\$ 7,965.64</b>	<b>545.75%</b>
<b>Total Expenses</b>	<b>\$ 2,217,210.27</b>	<b>\$ 3,908,963.90</b>	<b>\$ (1,691,753.63)</b>	<b>56.72%</b>
<b>Net Operating Income</b>	<b>\$ (105,347.38)</b>	<b>\$ 373,204.18</b>	<b>\$ (455,992.85)</b>	<b>-28.23%</b>
<b>Other Expenses</b>		\$ -	\$ -	
<b>ASK MY ACCOUNTANT</b>	\$ 1,000.00	\$ -	\$ 1,000.00	
<b>Total Other Expenses</b>	<b>\$ 1,000.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	
<b>Net Other Income</b>	<b>\$ (1,000.00)</b>	<b>\$ -</b>	<b>\$ (1,000.00)</b>	
<b>Net Income</b>	<b>\$ (106,347.38)</b>	<b>\$ 373,204.18</b>	<b>\$ (456,992.85)</b>	<b>-28.50%</b>

Sunday, Apr 07, 2024 07:19:49 PM GMT-7 - Accrual Basis

\$ 2,111,862.89



## Executive Director Monthly Report

For the period February 1, 2024, to March 31, 2024

Our board meeting will be held on April 10, 2024, at 9:30 a.m. at the **Delaware City Fire Hall**. Board packets will be distributed via email (as a pdf attachment).

**Welcome new board member Winvenia “Winn” Graham.** President Pro Tem David P. Sokola has appointed Winvenia “Winn” Graham to the board of directors of the Fort DuPont Redevelopment and Preservation Corporation (FDRPC). Winn is a resident of Delaware City, where she owns Enlightened Elements, LLC, a local business at 38 Clinton Street in Delaware City.

## Capital Projects

- **Marina Village.** FDRPC staff continues to do due diligence on this project.
- **Branch canal bank revetment and promenade.** The project kick-off meeting with the Delaware Emergency Management Agency (DEMA) was held on February 13, 2024. DEMA will be conducting a site visit. The first quarterly financial reports are due to DEMA on April 12, 2024, but FDRPC has not expended any funds to date for reimbursement. Pending approvals include Section 408 approval from Army Corps of Engineers (ACOE), a permit from ACOE, and a Subaqueous Permit from DNREC. Initial boreings carried out by Verdantas for geotechnical analysis proved to be insufficient and will have to be repeated at a deeper depth. Verdantas communicated this to FDRPC this past week in response to an update on the project. FDRPC has requested Verdantas to obtain a revised cost estimate of the entire project, which can then be used to justify an amended grant award from the Federal Emergency Management Agency (FEMA).

- **Branch canal ownership.** There has been no additional communication between the FDRPC and the Senate Environment and Public Works (EPW) Committee staff on this issue. EPW staff were studying the use of report language in the 2024 Water Resources Development Act (WRDA) to confirm that transfer of ownership.
  
- **Old Battery Lane (OU-6).**
  - a. The Environmental Covenant was recorded with New Castle County on November 21, 2023.
  - b. The Certificate of Completion of Remedy (COCR) was issued by DNREC on January 23, 2024, and recorded on January 30, 2024.
  - c. The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.
  - d. Brady Lane project.
    - This project will bring sewer and water online for the two duplexes completed by FDRPC in 2022.
    - The project resides inside the boundaries for OU-8.
    - Project estimates are received and within the estimated budget. FDRPC will serve as the general contractor on this project and manage the sub-contractors.
    - Work will begin with confirmation from DNREC (requested) that all permitting, and controls are in place.
  
- **Archives Building (OU-10)**
  - a. The Environmental Covenant was recorded with New Castle County on February 2, 2024.
  - b. The Certificate of Completion of Remedy (COCR) has not yet been issued by DNREC. There are wells on the site which can be abandoned. FDRPC has contracted with Brightfields for the abandonment of the wells.
  - c. The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.
  - d. Project estimates are received and within the estimated budget. FDRPC will serve as the general contractor on this project and manage the sub-contractors.

## Operations

- **Real estate update.**
  - a. Real Estate for sale
    - 1311 Officers Row (lot) remains listed at \$125,000.
  - b. Leasing: As of April 1, 2024, two rental units are available and being marketed by Emory Hill:
    - 2701 Staff Lane. The rent is \$1,750 per month.

- 1308B Officers Row. The rent is \$2,475 per month.
- **FOIA Officer.** There were no FOIA requests presented for February or March 2024.
- **Energize Delaware.** A site visit was conducted by Tony DePrima of Energize Delaware to discuss energy infrastructure needs of the campus. A key challenge facing FDRPC is upgrading the power infrastructure on the campus. Currently, the new residential units in the Canal District are separately metered by Delmarva Power, but the balance of the campus exists on one feed and meter from Delmarva Power. This initial discussion was to build a business case for infrastructure improvements, to include capacity planning and metering.
- **Friends of Fort DuPont.** FDRPC is under contract with Yorkston Consulting to prepare for the launch of the Friends of Fort DuPont. (Note: The Friends is a legal corporate entity separate from FDRCP and has 501c3 status from the Internal Revenue Service. The Friends has never appointed a board or convened a meeting.) A revised set of by-laws will be presented, along with an assessment report on the scope of activities for the Friends. Yorkston Consulting has conducted interviews with individuals to discuss the viability of a non-profit Friends group, and what its scope and structure should be. Those individuals include:
  - David Fleming, former executive director, Grand Opera House
  - Lyn Henshaw, Director of Development, ASPIRA Academy
  - Vince Watchorn, president, Friends of Cooch's Bridge
  - Manny Arencibia, Delaware Hospice
  - Pete Booker, Delmarva Broadcasting Corporation
  - Susan Booker, Music School of Delaware (Board member)
  - Tim Konkus, Delaware City Marina
  - Wesley Paulson, retired executive director, Clear Space Theater (Rehoboth)
  - Additional interviews will be conducted in April with Michael Graci, Doug Eriksen, Winn Graham, Loree Elton, and Paul Parets of Delaware City.
- **Newsletter.** The monthly newsletter has resumed publication, along with separate single-story social media posts throughout each month. The work is being coordinated by Hook PR.

**Other activities:**

**DC Juneteenth Committee.** Tim Slavin continues to work with the Juneteenth Celebration Committee. The Committee was formed to host a series of events across Delaware City and is being led by the Friends of the African Union Church Cemetery in Delaware City.

**Delaware City Day Committee.** FDRPC Deputy Director Janice Moturi is serving as a member of the Delaware City Committee. Board member Wendy Rogers is the committee chair.

**Delaware City Arts group.** A group of twelve people from across Delaware City gathered to discuss creating more arts-based programming in Delaware City. The meeting was facilitated by Tim Slavin.

**Delaware City Rotary chapter.** A group of fifteen people gathered to discuss creating a satellite chapter of Rotary International in Delaware City. The Wilmington Rotary Club has agreed to serve as the host club. The meeting was facilitated by Tim Slavin.

**Upcoming special events:**

Autism Delaware Walk. Saturday, April 13.

St. George's Blues Festival. June 1-2.

ABC Crab Feast. Thursday, June 20.

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**FINANCE AND AUDIT COMMITTEE**

The FDRPC Finance and Audit Committee meeting was held on December 11, 2023, 2023 at 4:04 p.m. via Zoom with the anchor location at the FDRPC Office at 260 Old Elm Avenue, Delaware City, Delaware, with Chair Michael Graci presiding.

**BOARD MEMBERS PRESENT**

Mr. Michael Graci- Chair  
Mr. Bert Scoglietti (FDRPC Treasurer)  
Mr. Tim Diliplane

**BOARD MEMBERS ABSENT**

Dr. Courtney Stewart (Office of Management and Budget)  
Ms. Ruth Ann Miller (Controller General of the State of Delaware) connection issues

**STAFF MEMBERS PRESENT**

Janice Moturi- Deputy Director  
Tim Slavin- Executive Director

**OTHERS PRESENT**

Members of the public: Roberta DeLeo

**APPROVAL OF MINUTES – FDRPC FINANCE AND AUDIT COMMITTEE MEETING OF November 13, 2023**

**Tim Moved for approval of the FDRPC Finance and Audit Committee meeting minutes of November 13, 2023. The motion was seconded and unanimously carried. Bert Abstained from voting.**

**NEW BUSINESS**

1. Monthly Financial report- November
  - o State appropriation/Sales/other revenues
  - o Upcoming Large expenditures
  - o Cash flow
  - o Balances
2. Capital projects update
3. Audit update
4. Budget adjustments
5. Financings/Refinancing's
6. Friends group
7. Investment Accounts

**OLD BUSINESS**

- 1) Internal audit of utilities
  - a) Reconciliation of past due balances-
  - b) Tenants were given 60 days to bring accounts up to date. Due by 1/1/24.
  - c) Formal notices to tenants on delinquencies sent out.
    - Collections notices sent- responses incoming.
  - d) Collections based of last year audit.
    - Second Notice to be sent out in January
  - e) Future revenue sources
    - a. Officers row- one lot up for sale
- 2) Monthly Financial report- October
  - o Upcoming Large expenditures
  - o Cash flow
  - o Balances
- 3) Capital Projects updates
  - a) The chapel- fixing the doors (Noting that state funding for this project hasn't been fulfilled yet.)
  - b) The PX building -Originally scheduled for FY 25, but there is interest in its use.
    - Doors and windows will preserve the building further
    - Floors (may be something we need to go over pricing) based of if there is interest on the building
    - Monetize real estate-In summary, the outlined components of the real estate monetization plan cover key aspects such as subdivision costs, utility expenses, permitting, financing, and the choice between rental and selling.

**RECESS INTO EXECUTIVE SESSION - None**

No recess.

**RECONVENE**

Motion: To come out of executive session

Made by Mr. Diliplane and seconded by Mr. Scogletti

**POTENTIAL ACTION TO BE VOTED UPON FROM EXECUTIVE SESSIONES**

none

**NEXT MEETING DATE**

The next meeting is scheduled for January 22, 2023, at 4:00 p.m.

**ADJOURNMENT**

Motion: to adjourn

Made by Mr. Scogletti and seconded by Mr. Diliplane

Meeting adjourned at 5:01 p.m.

APPROVED: January 22, 2023

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION  
LAND USE PLANNING COMMITTEE**

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Land Use Planning Committee meeting was held at the DNREC Office Building, 2540 Colter Road, Delaware City, Delaware on January 23, 2024 with Chair David Edgell presiding.

**CALL TO ORDER**

Chair Edgell called the FDRPC Land Use Planning Committee meeting to order at 9:17 a.m.

**COMMITTEE MEMBERS PRESENT**

Ms. Cecily Bedwell (Fort DuPont Resident)  
Mr. Tim Konkus (Fort DuPont Resident)  
Ms. Linda Naval (Fort DuPont Resident)  
Mr. Michael Lutz (Fort DuPont Resident)  
Ms. Wendy Rogers (Fort DuPont Resident, FDRPC Board of Directors)  
Mr. Michael Tholstrup (Delaware State Parks (DNREC), Ex-officio, non-voting)

**COMMITTEE MEMBERS ABSENT**

Mr. Rony Baltazar-Lopez (Secretary of State, FDRPC Board of Directors)  
Mr. Mark Wise (Ex-officio, non-voting)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director

**OTHERS PRESENT**

Mr. Steve Gorski of Verdantas

**INTRODUCTIONS**

Committee members introduced themselves and briefly provided their background information.

**APPROVAL OF MINUTES - FDRPC LAND USE PLANNING COMMITTEE MEETING OF SEPTEMBER 26, 2023**

Ms. Bedwell advised that on page 2, under Canal District, it indicated that the Canal District was fully built out and the minutes should reflect that the Canal District is fully built out except for the lots fronting the Parade Ground.

**Mr. Konkus moved for approval of the FDRPC Land Use Planning Committee meeting minutes of September 26, 2023, as corrected. The motion was seconded by Ms. Rogers and unanimously carried.**

**PROPOSED SCHEDULE OF MEETINGS - JANUARY TO JULY 2024**

Members reviewed a Proposed Schedule of Meetings from January to July 2024 (Exhibit 1). Chair Edgell advised that the outline is meant to keep the committee on track as it reviews the master plan of the campus to evaluate whether the land uses, the redevelopment and preservation goals, and the function of the master plan are good for the current time and the future.

Mr. Slavin advised that they had a decent start at this process ten years ago with the conceptual plan that was commissioned and done by Sasaki and, as much as they could gather the information about the restrictions and requirements on the property, some of those may have been passed over in the blue-sky

visioning that was laid out and then the conceptual plan was built around that as a tabletop exercise. Learning more as they went, they now have 10 years of engineering involvement, remediation efforts and various activities that give them more knowledge about it. The economy is also different than it was 10 years ago. They have tested some of the assumptions about the viability of office buildings and of relocating light manufacturing or warehousing and they have better knowledge to inform their decisions. Mr. Slavin stated that it was his hope that the committee would take all of that into account, along with input from the community, and revisit the concept and reach a consensus that it can present to the Board. Mr. Slavin emphasized the importance of communicating effectively about the master planning process, noting that people were previously left in the dark and developed their own conclusions.

Mr. Slavin advised that, after 18 months of cultivation activities with investors, they are starting to see some of that produce real interest. Some activities are pending that may be brought to the committee for consideration. Mr. Edgell noted that the committee would integrate that information as necessary. He also noted that the Land Use Planning Committee meetings were open to the public and any of the residents or interested parties were welcome to attend, listen and participate.

Mr. Lutz suggested considering a shorter time frame for some of the softer assets, such as recreational trails and park amenities that could be done more quickly than the harder assets, such as infrastructure and development.

Members discussed the current zoning designations and uses, ensuring all the special conditions of Fort DuPont land holdings are known and communicated in the conceptual plan, such as restrictions, protections, easements, other legal conveyances which otherwise influence the future of the land holdings, and the goals and objectives of the committee.

### **LAND USE PLANNING COMMITTEE CHARTER**

Chair David Edgell reviewed the charter that sets out the committee's responsibilities. He noted that the committee does not have any decision-making authority or approvals and will only make recommendations to the Fort DuPont Redevelopment and Preservation Corporation's (FDRPC) Board of Directors.

It was noted that the draft charter contained mis-numbering that should be corrected.

**Ms. Rogers moved for adoption of the Land Use Planning Committee Charter, as corrected (Exhibit 2). The motion was seconded by Mr. Konkus and unanimously carried.**

### **STATUS OF BROWNFIELD REMEDIATION AND OTHER ENVIRONMENTAL FEATURES ON THE FORT DUPONT CAMPUS**

Chair Edgell advised that he had envisioned the discussion to be a bit broader and asked Mr. Steve Gorski of Verdantas to walk through not just the brownfields but other environmental features on the site as well. He noted that Mr. Gorski, a civil engineer, has worked as a consultant on this project since 2016. Mr. Edgell explained that Mr. Gorski has done a lot of the engineering work, has worked on the master plan, and has a good understanding of the topography, elevation, floodplain, stormwater, brownfields, and soils, which the committee will need to know moving forward in planning for the future land use.

Mr. Gorski reviewed Wetlands Exhibit - Overall Existing Conditions Plan dated October 24, 2023 (Exhibit 3), noting that about 90% of the site is covered with floodplain at this time, possibly less now that the canal streets have been raised above it. Mr. Gorski provided the floodplain elevations for various sites on the campus, noting that the area of most frequent flooding is at Old Battery Lane underneath the

bridge where stormwater can surge into the lower areas of the site. He advised that gradually the floodplain elevation rises as you get closer to the river due to wave action and other variables.

Mr. Gorski noted that the site is pretty challenged with the floodplains and advised that mitigation options available to the FDRPC were raising property above the floodplain with fill in the Canal District and the Marina Village area. He pointed to some areas that were already outside of the floodplain area.

Referring to the Fort DuPont Conceptual Site Plan dated May 24, 2022 (Exhibit 4), Mr. Gorski advised that the proposed levee is intended to protect the inner bowl of the property and tie into higher grades along the partially developed Canal District and Marina Village area, which would be raised above the floodplain. Another reason for the levee is that it prevents having to raise everything on the inside of the property, which would be cost prohibitive not only in terms of the fill, but with the cost of raising structures.

Mr. Gorski noted that the chapel is in the floodplain and consideration was given to raising its foundation above the floodplain and it was very, very expensive. That option was eventually abandoned five or six years ago, and now the chapel is being flood proofed physically with dry proofing, which is the other option for structures. Mr. Gorski advised that the archive building is also being dry proofed instead of raising it physically four feet. They are going to pour concrete around it and seal it tight to prevent flood water from entering the building with flood gates and impervious material.

Ms. Bedwell noted that to build within a floodplain three things typically need to happen. One is that you have to have ingress and egress. She suggested that removing the dip corrected the connection in that area. The second is raising 1 foot above the occupiable area and the third is compensatory storage. Ms. Bedwell asked if that was something that would have to be done that would make ingress and egress even harder to reach since, if you fill areas, you have to leave equal area for flood waters. Responding, Mr. Gorski stated that, as far as egress, the Northern part of the property has been raised with the road infrastructure and roundabouts about two to three feet above the floodplain. The dip was always planned to be the way it is now and there were just pieces that were not connected. Mr. Gorski advised that Old Elm Avenue is actually still in the floodplain, but the path for emergency access goes through the property on Cook Street, the Promenade and around. As far as egress, eventually the levee would protect the rest of the roads, which largely remain below the floodplain elevation. Mr. Gorski noted that raising the roads above the floodplain was not required and it would be very cost prohibitive. He stated that, with evacuation planning, people could be advised to leave.

Mr. Gorski advised that to build within a floodplain, freeboard is correct and any livable space needs to be on stilts with un-occupiable space below it or the structure/property can be raised above the floodplain elevation.

Mr. Gorski noted that accessory storage does not come into play in the coastal floodplain as it would with a river type environment. He advised that there are two types of floodplains. One is river based, which is based primarily on flood waters coming from the land down a river rising. In that case, you want the houses well above the floodplain or they could be inundated or swept away in the worst-case scenario. Coastal flooding comes from storm surges from the opposite direction. The reason compensatory storage is not really an issue with coastal flooding is it carries a much broader area of flooding with the whole Delaware Bay and its fingers so it does not have the same impact when you fill a coastal area where you have thousands of square miles that connect to the rest of the site.

Responding to Mr. Edgell, Mr. Gorski advised that the levee that goes around the National Guard site stops short of the circle past Old Battery Lane and would connect eventually into the existing embankment of Route 9 coming down from the bridge. He noted that currently where the bridge ends the top roadside elevation is 25, so there is plenty of fill there to connect into. Mr. Gorski stated that the levee would stop the water coming from the other side of the road underneath the bridge but it would not stop water from rising over Polk Town and it would flood between Polk Lane and the bridge. He noted that the levee, which is not fully designed yet, has an elevation of 10 ½ which provides a foot and a half of freeboard of the floodplain.

Mr. Konkus asked for clarification on how the 10 ½ foot levee would protect the areas under the bridge which were + 2, + 3 and + 4. Responding, Mr. Gorski advised that the levee would connect into the existing embankment which is well above the floodplain now. The levee would stay at 10 ½ and roughly 20 to 25 feet wide and then bank down at 3 to 1 slip on each side. Route 9 would be above 10 ½ and the road underneath of Route 9, which is at 2, will start gradually rising up and then go over this levee.

Ms. Rogers recalled that there was a discussion during the roundabout design and there were issues with raising the road because of the structure of the bridge. Mr. Gorski advised that it referred to raising the road to an elevation of 10 ½ under the bridge itself and the fill would have gone against the pilings. He noted that they would not start raising the road until it gets past the bridge into the campus.

Ms. Bedwell expressed concern with the impact on the homes on Polk Road below the bridge when water surges from the canal and bumps up against the levee, filling that area more. Mr. Gorski advised that the homes were in the floodplain and any impact from the levee would be minimal. He noted that they should seek assistance to get grants to raise their structures above the floodplain.

Mr. Slavin stated that the flooding that occurred with the recent storm was significant across Old Battery Lane to Polk Town Road and was a result of two factors. A lot of it was the storm water surge that came from the canal back into the campus, but also the pump station outfall is in the Branch Canal and it was blocked from the level of the canal, which was way up, so there was nowhere for that water to go. Mr. Slavin advised that the pumps stopped because they were going to burn themselves out. Once that level went down and the outfall was open, the pumps came back on. Mr. Slavin gave an overview of where the flooding occurred and how the stormwater system works, noting that it handled itself nicely and drained in a matter of a few hours.

Mr. Edgell asked if the levee would have prevented the flooding from the canal. Responding, Mr. Gorski advised that the levee would have reduced the amount of flooding. He noted that there are still two issues. One is that the pump station appears to be undersized to handle the site, even without the excessive storm surge. Mr. Gorski stated that they did a study six or seven years ago and it appeared that the pump station needed to be upsized because the pump capacity cannot handle the amount of water. Responding to Mr. Edgell, Mr. Gorski advised that there is limited underground storage at the pump.

Mr. Konkus stated that Delaware City has a bowl at the end of Washington Street that has been there for 200 years. The Washington Street Flood Mitigation project included installation of a pump with three outlets and a giant generator. Mr. Konkus noted that it spews a good 20 foot out so it does not have any back pressure from the rising waters in the river. He advised that the system seems to have worked pretty well. Mr. Konkus cautioned that it is noisy and the water spews very forcefully and without warning.

Mr. Edgell recalled that FDRPC is applying for a grant to study the pump station issue and pointed out that it is all interconnected with protecting the campus, making it a viable place for development for

residents and business. He suggested taking a campus-wide approach to stormwater management instead of the typical approach in land development where every single parcel has to have a little pond on it with outfall somewhere. Mr. Edgell thought they had an opportunity to really think about the campus as a campus. He noted that there might need to be multiple types of facilities depending on the land uses, proposed developments and the preservation strategies but he thought, instead of leaving each land developer to address their own concerns individually, this was the chance to enhance their approach collectively.

Ms. Bedwell noted that levees have been used and it makes sense rather than filling; however, it is the weakest link scenario and once it is breached, it is breached. Additionally, it takes longer to pump out when a levee is in place. Ms. Bedwell thought that a levee made sense and the trail was a benefit as well so maybe there are dollars that can be used for active recreation as well as stormwater management. She suggested that they were well beyond the scenario of the conventional development with every person having a stormwater management pond and were looking at innovative stormwater management. Ms. Bedwell noted that some of the smaller bioswales and other things that have been implemented really do function well and are much more sustainable than a heavy infrastructure type of stormwater management. She advised that if they were building a levee, they ought to be doing a lot of different, smaller bioswale areas that can handle some of the water.

Mr. Lutz advised that he was away during the storm and asked how the bioswale that was created when the roundabout was put in managed the water. Ms. Bedwell stated that it did not top out and might have had five, six feet or more than the other two. She explained that the canal was well over flooded, noting that the picnic tables by the boat ramp were half covered and that parking lot was full up to the midway point. Ms. Bedwell estimated that it was at least seven- or eight-feet high overflowing the canal. Mr. Gorski stated that it was probably over a 10- or 25-year surge. Mr. Edgell stated that the storm was illustrative of the conditions and tested how things would react in that situation and, unfortunately, it will not be an infrequent situation moving forward. He noted that they really have to think about how to protect the campus and make it resilient for the future.

Mr. Gorski advised that wetlands are also pretty prevalent on the site. Not only because of its proximity to the river, but because of low lying flat lands. He noted that they are currently going through the jurisdictional determination process with the Army Corp of Engineers. Mr. Gorski stated that the process has been delayed due to a US Supreme Court ruling which caused the EPA to reconsider its wetlands parameters. He noted that they met with the Corp personnel in the Philadelphia district who is involved with review of determinations in November and got a better idea of their requirements. Mr. Gorski advised that the determination was needed to apply for the disturbance permit to begin work on the levee.

Mr. Gorski reviewed Wetlands Exhibit - Overall Existing Conditions Plan dated October 24, 2023, noting that there are probably 10 or 15 pockets of wetlands and a large wetlands area on the south side of the property next to the Army Corp of Engineers dredge disposal area. He explained tidal and non-tidal wetlands, buffer requirements and restrictions. Mr. Gorski advised that they are applying for a permit to line the banks of the Branch Canal with riprap on the Fort DuPont side to protect it from stormwater erosion.

Mr. Gorski advised that BrightFields, Inc. has been tasked with preparing a brownfield site assessment as each project develops. He noted that they are up to 12 operating units (OU) which DNREC reviews and oversees. BrightFields tests the soils prior to any proposed project occurring. Most of the Marina District site is pretty clean with a couple of hot spots consisting largely of naturally occurring arsenic. Mr. Gorski noted that there is arsenic, sulfate soil that runs through central Delaware into Maryland and Southern

Maryland and across the river in New Jersey that ends up in this area. He advised that the limits are barely exceeded based on DNREC's criteria. Mr. Gorski advised that BrightFields has done thousands of borings and has only found a couple of spots in one or two areas in Marina Village. Mr. Slavin stated that the plan of remediation is to remove the contaminated soil and replace it with clean fill. Mr. Gorski stated that BrightFields is currently studying the Southfield area, which is approximately 20 acres. Mr. Slavin noted that the proposed reuse drives the level of remediation. Mr. Gorski advised that each operating unit study can take upwards of six months to a year to get a final plan of remedial action.

Mr. Gorski provided an overview of the sewer and storm drain systems, the pump station and treatment plant. He noted that New Castle County was the sewer authority for Fort DuPont. Mr. Gorski advised that additional future development may require pump upgrades. He also noted that water at Fort DuPont is provided by Artesian. Ms. Bedwell stated that homeowners have noticed a high level of chlorine smell in the water. She was advised that they are at the end of the loop and that Artesian would come clean it out.

Mr. Slavin explained to members that everything on one side of the campus is separately metered with a whole new infrastructure. Everything from Old Elm Avenue over is one big account with Delmarva. Fort DuPont is currently the account holder and they bill the separate parties for their electric. Mr. Slavin advised that it will be necessary to get all of the separate parcels laid out and subdivided with separate meters then upgrade the infrastructure.

Mr. Gorski explained that in the 1990s the state requested that certain areas of the property be dedicated park space designated 6F, a land water conservation fund grant area that Delaware monitors or administers federal funding to do so and those areas will be maintained as Parkland in perpetuity. There are 143.12 acres on the site currently. Mr. Gorski reviewed the 6F areas and advised that they are in the process of swapping land in order for the Marina Village area to be developable. Mr. Slavin noted that the swap is not just acre for acre, it is the quality of the lands coming out and the quality of the lands coming in. Mr. Tholstrup advised that they also look at how the newly created Parkland would function for potential recreational use that would be protected in perpetuity such as a loop, trail, sidewalk or something that would provide access. Mr. Tholstrup noted that they have been in talks with the National Park Service so they are aware of what is being proposed and where they are in the process.

Mr. Slavin explained that in the upper left-hand corner of the campus there is a spoil area that is owned by the Army Corps of Engineers. He stated that he thought it was probably one of the potentially loveliest views and corners around. Mr. Slavin noted that language was passed by Congress in 2018 that allowed ownership of that parcel, along with the entire canal down to the 5th Street bridge, to be transferred to the Fort DuPont Corporation. The FDRPC board met in December and voted to recommend that Fort DuPont would like the Army Corp of Engineers to reduce the parcel to include the lands at that corner from the boat ramp up, but not the Branch Canal itself. Mr. Slavin advised that Senator Carper is very interested in the issue and he chairs the committee that oversees the Water Resources Development Act and oversees a lot of these activities by the Army Corp of Engineers. Senator Carper is scheduled to visit the campus.

Responding to Mr. Konkus, Mr. Slavin stated that it is a federal undertaking so it requires some level of review, not just by the State Historic Preservation Office, which would be a Section 106, and it may require some other reviews by DNREC. Additionally, there may be programmatic agreements that the Army Corps of Engineers has for land transfers that allow the Section 106 review to go through a little quicker. Section 106 just looks at what the cultural resources may be and what the impact may be. It forces the dialogue between the federal agency and the state government to ensure that any resources that are affected are not negatively affected.

Mr. Konkus noted that the resources at the spoil site that the city uses makes their cost of spoils disposal insignificant. In past discussions with a former executive director, there was an understanding (though not in writing) that, with the construction of the levee, a sufficient sized spoil line would be built to the spoil site on the West side of the C&D Canal, which is abutting this property. In terms of cost to the city and cost to the state, it was just letting their spoils line be a permanently installed spoils line under the levee and connecting it, which he thought was very important for the city to be able to continue to pump sediment. The only place sediment is pumped on that whole canal is right at the city site because it serves as the sedimentation pond for the entire canal.

Responding to Mr. Slavin, Mr. Konkus stated that the frequency of pumping the sediment depends on the city manager. He thought they were currently on a 10-year maintenance cycle.

Mr. Konkus advised that when they recently pumped the river, they pumped from the Memorial Bridge down and filled up all the sites. Then they went up the canal into a spoil site that had not been used for decades, which caused consternation because the bass fishing disappeared when they drained it and refilled it.

Responding to Mr. Edgell, Mr. Konkus explained that the city puts in the request for pumping to the state and the state dredge manager finds the funds and the request is prioritized. He noted that all the priorities for systematic and cyclical dredging are down South so Delaware City has to speak up. Mr. Konkus clarified that it is the state that is maintaining the canal with coordination of the city; however, it is only when requested by the city that the state maintains the city dock, which also includes the location of the fire boat, the State Police boat, the city dock and ferries.

Responding to Mr. Slavin, Mr. Konkus stated that the city does not need much space. The only thing he knew of in the last 17 years that had gone in there was the city spoil site and it has only been dredged twice since he had been there; twice by the state and once by a state contract or prime contractor.

Responding to Ms. Bedwell, Mr. Konkus advised that there is a hydraulic dredge directly underneath the canal. He noted that there used to be a semi-permanent above ground pipe; however, that pipe disappeared with the prime contractor the last time it was pumped. Mr. Konkus stated that they pump up and over the sill and it is always a small amount. He estimated that they would never get to 10,000 cubic yards. Mr. Gorski advised that the last time it was done was August of 2022.

### **NEXT MEETING DATE**

The next meeting is scheduled for February 27, 2024 at 9:00 a.m.

### **ADJOURNMENT**

**Ms. Bedwell moved for adjournment, seconded by Ms. Rogers and unanimously carried.**

Meeting Adjourned at 10:53 a.m.

### **Exhibits**

Exhibit 1 – Proposed Schedule of Meetings from January to July 2024

Exhibit 2 – Land Use Planning Committee Charter

Exhibit 3 – Wetlands Exhibit - Overall Existing Conditions Plan dated October 24, 2023

Exhibit 4 – Fort DuPont Conceptual Site Plan dated May 24, 2022

APPROVED: February 27, 2024



**Land Use Planning Committee**

**Proposed schedule of meetings January to July 2024**

January 23, 2024 9:00 a.m. to 11:00 a.m.	Informational session on Environmental Features and Constraints. Steve Gorski from Verdantas (Engineer for Fort DuPont RPC) to attend and discuss maps and data.
February 27, 2024 9:00 a.m. to 11:00 a.m.	Introduce concepts of existing and possible future land use. Discuss strategy of corporate governance of real property by FDRPC. Note areas, properties, and/or buildings which deserve future discussion.
March 26, 2024 9:00 a.m. to 11:00 a.m.	Brainstorming and idea-gathering session. Discuss overall goals for campus and alignment with strategic plan. Discuss future land uses for areas of the campus and specific buildings and assets. Discuss environmental and resiliency strategies.
April 25, 2024 9:00 a.m. to 11:00 a.m.	Brainstorming and idea-gathering wrap-up. Development of draft Future Land Use Plan.
May 28, 2024 Time tbd	Finalize Future Land Use Plan maps and documents as necessary for presentation to the public.
June 2024	Public workshop to share draft Future Land Use Plan and obtain feedback from the community. Include online version of presentation and ability to submit comments electronically.

June 2024	Present draft Future Land Use Plan to Delaware City Planning Commission and Delaware City Council.
June 27, 2024	Finalize draft Future Land Use Plan for presentation to the board of directors of FDRPC.
July 10, 2024	Presentation to FDRPC board of directors.



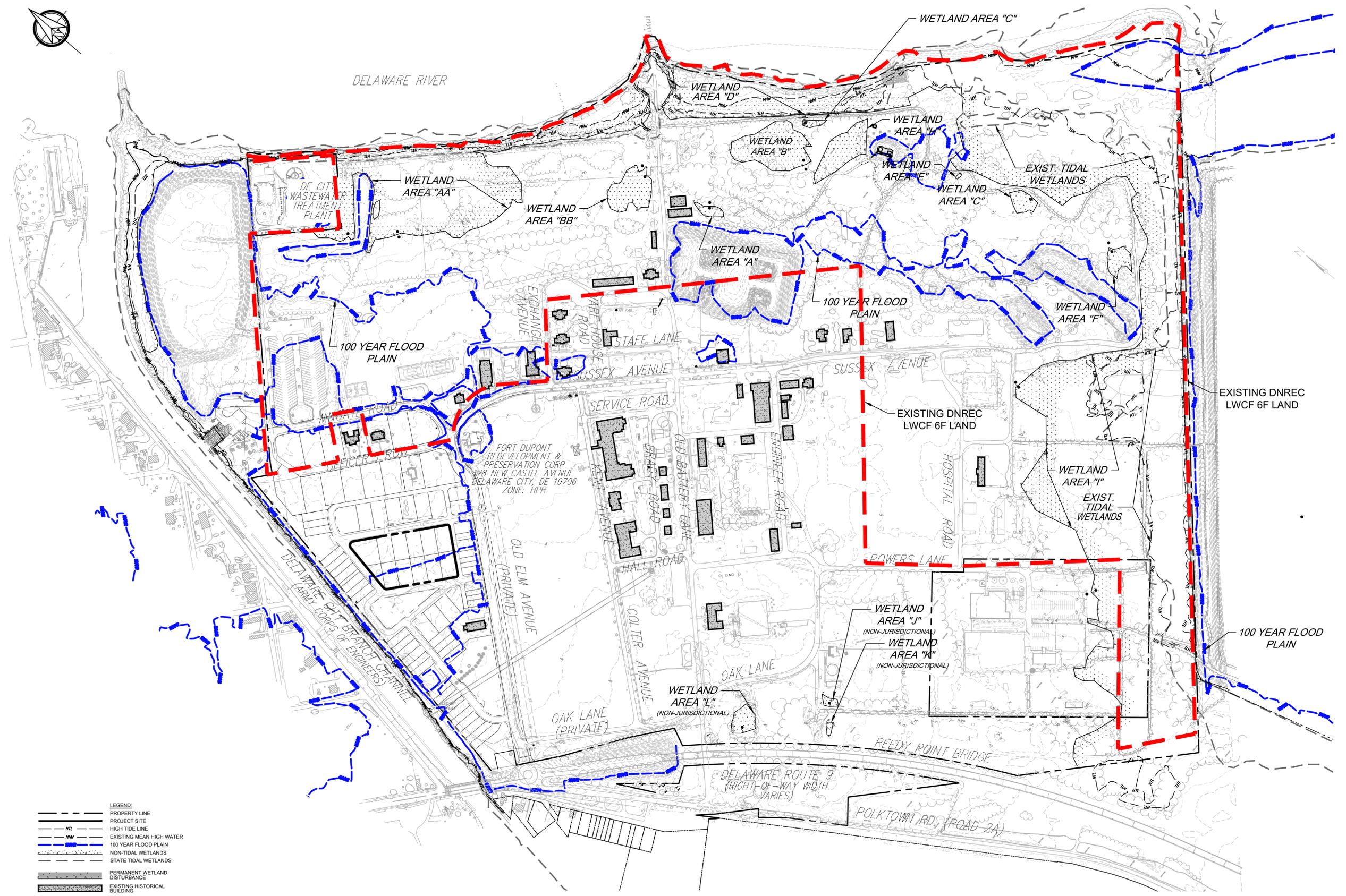
## Charter

1. **Committee Name:** Land Use Planning Committee
2. **Purpose and Objectives:** The Land Use Planning Committee of the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) is established to make recommendations to the Board of Directors on the overall development and uses of lands on the Fort DuPont Campus. The committee's primary focus is to recommend a conceptual plan for the campus, including periodic updates as needed.
3. **Scope:** The committee's scope encompasses all the landholdings of the FDRPC.
4. **Responsibilities:** The Land Use Planning Committee is responsible for:
  - Making recommendations to the Board of Directors on the conceptual plan for the Fort DuPont campus.
  - Ensuring that all special conditions on Fort DuPont landholdings are known and communicated in the conceptual plan. This includes, but is not limited to, restrictions, protections, easements, and other legal conveyances which otherwise influence the future use of landholdings owned by FDRPC.
5. **Authority:** The committee is authorized to solicit public input and comments on land use issues through public meetings, online forums, surveys, or other means it may identify.
6. **Membership:** The committee shall consist of six (6) members, three (3) of whom shall be members of the Board of Directors. Ex officio non-voting members may be added to the committee at the discretion of the Committee Chair.

7. **Chairperson:** The committee shall be appointed by the Chair of the Board of Directors. The Committee Chair responsibilities include leading committee meetings, setting agendas, and facilitating communication with the Board of Directors.
8. **Meeting Frequency and Quorum:** The committee shall meet on a quarterly basis beginning in September 2023, but may meet more frequently if needed. A quorum shall consist of four (4) members of the Committee.
9. **Review and Amendment:** This charter shall be reviewed periodically by the Board of Directors to ensure its relevance and effectiveness. Proposed amendments to the charter shall be submitted to the Board of Directors.
10. **Duration:** The committee shall remain in operation at the discretion of the Chair of the Board of Directors.
11. **Signatures:** By signing below, committee members acknowledge their commitment to the responsibilities outlined in this charter.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

This charter is approved by the Land Use Planning Committee on January 23, 2024.



**LEGEND:**

	PROPERTY LINE
	PROJECT SITE
	HIGH TIDE LINE
	EXISTING MEAN HIGH WATER
	100 YEAR FLOOD PLAIN
	NON-TIDAL WETLANDS
	STATE TIDAL WETLANDS
	PERMANENT WETLAND DISTURBANCE
	EXISTING HISTORICAL BUILDING

**DUFFIELD ASSOCIATES**  
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DESIGNED BY:	CHK BY:
DRG	DATE
DRAWN BY:	DATE
JLL	DATE
FILE NAME:	ENGINEER'S NAME
EXHIBIT NO. DAYS	

REVISION	
No.	
	<b>PRELIMINARY NOT FOR CONSTRUCTION</b>

OWNER:	
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**WETLANDS EXHIBIT  
OVERALL EXISTING CONDITIONS PLAN  
FORT DUPONT  
REDEVELOPMENT SITE  
DELAWARE CITY ~ NEW CASTLE COUNTY ~ DELAWARE**

DATE: OCTOBER 24, 2023  
SCALE: 1" = 200'  
PROJECT NO. 10801.CW  
SHEET: 1 OF 1





**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION  
LAND USE PLANNING COMMITTEE**

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Land Use Planning Committee meeting was held at the DNREC Office Building, 2540 Colter Road, Delaware City, Delaware on February 27, 2024 with Chair David Edgell presiding.

**CALL TO ORDER**

Chair Edgell called the FDRPC Land Use Planning Committee meeting to order at 9:06 a.m.

**COMMITTEE MEMBERS PRESENT**

Mr. Tim Konkus (Fort DuPont Resident)  
Ms. Linda Naval (Fort DuPont Resident)  
Ms. Wendy Rogers (Fort DuPont Resident, FDRPC Board of Directors)

**COMMITTEE MEMBERS ABSENT**

Ms. Cecily Bedwell (Fort DuPont Resident)  
Mr. Michael Lutz (Fort DuPont Resident)  
Mr. Michael Tholstrup (Delaware State Parks (DNREC), Ex-officio, non-voting)  
Mr. Rony Baltazar-Lopez (Secretary of State, FDRPC Board of Directors)  
Mr. Mark Wise (Ex-officio, non-voting)

**STAFF MEMBERS PRESENT**

Mr. Shane Martin, FDRPC Construction Manager

**OTHERS PRESENT**

Mr. John McMahon, FDRPC Board Chair  
Mr. Chris Castagno  
Mr. Steve Gorski, Verdantas (arrived at 10:04 a.m.)

**APPROVAL OF MINUTES - FDRPC LAND USE PLANNING COMMITTEE MEETING OF JANUARY 23, 2024**

**Mr. Konkus moved for approval of the FDRPC Land Use Planning Committee meeting minutes of January 23, 2024. The motion was seconded by Ms. Rogers and unanimously carried.**

**CONCEPTS OF EXISTING AND POSSIBLE FUTURE LAND USE**

Chair Edgell advised that the Committee would be walking through some exercises aimed at guiding them to a point where they can validate the master plan for the campus, generate new ideas, and align it with current market and community trends. He emphasized that achieving this goal requires a methodical approach involving several steps to facilitate informed discussions and gather necessary information for advising the board effectively. Mr. Edgell reminded members that last month they conducted an environmental scan of the campus, providing updates on wetlands, the berm, soils, construction projects, and other campus activities. He further stated that the committee would be conducting a broader overview to assess existing and future land use.

Members reviewed Wetlands Exhibit - Overall Existing Conditions Plan dated 10-24- 2023 (Exhibit 1) and identified what is existing and will stay the way it is, areas of the site that are still vacant and available for development and redevelopment, historical properties, commercial and residential areas, vacant lots, warehousing and light industrial areas, the spoils pile, open spaces and recreation areas, bunkers and batteries, the community garden and other potential opportunities on the campus. Also identified were

buildings currently being marketed, such as the Tilton building, Painter building, and the PX and those buildings thought to be a community asset. The current and future Fort DuPont rentals, as well as the DNREC and National Guard properties, were also identified.

Mr. Shane Martin, FDRPC Construction Manager, provided an overview of the work that has been done to the buildings and what the discussions have been regarding future uses of many of the buildings. He also updated members on the need for a master property subdivision, utility upgrades, and brownfield remediation.

Mr. Steve Gorski of Verdantas provided an overview of the private and public streets, the plan for the master subdivision, and stormwater management and improvements.

### **STRATEGY OF CORPORATE GOVERNANCE OF REAL PROPERTY BY FDRPC**

Chair David Edgell noted that corporate governance of real property is the idea that the Board is really marketing the campus and buildings for future uses and with the idea of utilizing the Fort DuPont assets. Members discussed the benefits and drawbacks of selling property versus leasing, the need for long-term operating revenue, the cost of building a marina, and the ideal mix of residential and commercial uses.

### **AREAS, PROPERTIES, AND/OR BUILDINGS FOR FUTURE DISCUSSION**

Chair Edgell requested members to consider the following for the next meeting:

#### **The Marina Concept**

Chair Edgell noted that he was considering a marina with commercial aspects, such as a conference center, restaurants, and perhaps retail stores. This could potentially drive commercial activity on the campus. Alternatively, what if the FDRPC encompassed that area, not as a marina, but as a conference center and restaurants? If a marina seems unattainable, are there other uses for that site that would bring value to the property and the community?

#### **Marina Village**

The Marina Village plan is currently undergoing approvals and the duration of that process is uncertain. Residential use is what we would anticipate there, but other ideas or expectations should be considered.

#### **Park Amenities**

Any thoughts or comments on making the park a central feature with attractions for residents and visitors. A trail and berm encircling the park are planned to enhance the overall environment.

#### **Southfield**

What is the highest and best use for the Southfield property in today's market? Southfield is light industrial, which remains viable. It could also be developed for residential or office use. What would be viable? Marketable? Desirable?

### **NEXT MEETING DATE**

The next meeting is scheduled for March 26, 2024 at 9:00 a.m.

### **ADJOURNMENT**

**Ms. Rogers moved for adjournment, seconded by Ms. Naval and unanimously carried.**

Meeting Adjourned at 10:39 a.m.

Exhibits

Exhibit 1 – Wetlands Exhibit - Overall Existing Conditions Plan dated 10-24- 2023

APPROVED: March 26, 2024



**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**EXECUTIVE COMMITTEE MEETING**

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held January 29, 2024 via Zoom with the anchor location at the FDRPC office at 260 Old Elm Avenue, Delaware City, Delaware with Chair John McMahon presiding.

**CALL TO ORDER**

Chair McMahon called the FDRPC Executive Committee meeting to order at 9:31 a.m.

**COMMITTEE MEMBERS PRESENT**

Ms. Ruth Ann Miller (Controller General of the State of Delaware)  
Dr. Courtney Stewart (Office of Management and Budget)  
Mr. Bert Scoglietti (FDRPC Treasurer)  
Ms. Wendy Rogers (Resident of Fort DuPont).

**COMMITTEE MEMBERS ABSENT**

None

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, FDRPC Deputy Director/Controller  
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP (departed at 10:07 a.m.)  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP

**OTHERS PRESENT**

Ms. Grace Mudrick, NAI Emory Hill

**APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF DECEMBER 4, 2023**

**Dr. Stewart moved for approval of the December 4, 2023 FDRPC Executive Committee meeting minutes. The motion was seconded by Ms. Rogers and unanimously carried.**

**STATUS ON KEY PROJECTS**

Mr. Tim Slavin, Executive Director of the FDRPC, provided updates on the following key projects:

**FEMA Grant**

The funding authorization letter for the FEMA grant has been received and staff is coordinating the kickoff with FEMA for the grant project. The goal for the kickoff is no later than February 22, 2024. The project entails enhancing the canal bank from Route 9 to the boat ramp. Once this segment is completed, it will extend to include the promenade. It is too early to ascertain the mobilization start date.

### Pending Permits

Three permits are pending. Two from the U.S. Army Corps of Engineers (USACE) and one from the Department of Natural Resources (DNREC). The DNREC permit cannot be issued until the USACE permit is issued.

### Application for Grant

The FDRPC is applying for a grant for the study of the stormwater management issues. It is a 70(FEMA)/30(FDRPC) reimbursement grant for approximately \$130,000. Verdantas is partnering with them to prepare the proposal.

Fort DuPont experienced flooding in January due to a combination of factors. The Canal District's stormwater management system performed well and the bioretention ponds worked the way they were supposed to in preventing issues such as pooling on roads. However, challenges arose in the older infrastructure area from Old Elm Avenue toward the C&D Canal near the back end of the campus. It was an intense storm with high winds, elevated tide levels near those during Hurricane Sandy, and heavy rainfall. The pump house, vital for water management, faced difficulties with its outfall pipe submerged, leading to temporary disruptions. Unusual tides flooded Polk Town, causing water to flow onto the Fort DuPont campus for about 24 hours. Once the tide receded, water levels lowered, pumps were restarted, and the campus drained. Some logistical challenges were encountered, such as difficulty accessing the OMB food warehouse. A route was open around the campus but some streets were closed due to the amount of water. Efforts are ongoing to explore solutions, particularly in implementing larger stormwater management measures for that part of the campus.

### Fiscal Year 2023 Audit

The audit for fiscal year 2023 has been in underway for a few months. The Share link system is being used for tracking its status and notifications are sent to provide updates on the number of resolved items. Ms. Crystal Pini-McDaniel and Ms. Janice Moturi have been diligently working on this task and a presentation of their findings is anticipated around March.

### Land Use Planning Committee

The Land Use Planning Committee has been restarted with Mr. David Edgell as the chair. Their recent meeting involved a significant and insightful discussion focused on the conceptual plan, vetting previous land use ideas, and gaining a comprehensive understanding of the specific land requirements. Committee members were briefed on the location of floodplains, brownfields and the status of remediated brownfields. The objective is to equip members with a thorough understanding of the conditions for each parcel of land.

### Fiscal Year 2025 Budget

In the Governor's recommended budget for fiscal year 2025, FDRPC was level funded at \$2.25 million, the same level as the previous year.

### **EXECUTIVE SESSION {PURSUANT TO 29 DEL. C. §10004(B)(2) PRELIMINARY DISCUSSIONS ON SITE ACQUISITIONS FOR ANY PUBLICLY FUNDED CAPITAL IMPROVEMENTS, OR SALES OR LEASES OF REAL PROPERTY}**

**Ms. Miller moved to recess into executive session, seconded by Dr. Stewart and unanimously carried.**

Meeting recessed at 9:38 a.m.

Meeting reconvened at 10:15 a.m.

**ACTIONS TO BE VOTED UPON FROM THE EXECUTIVE SESSION**

There was no action to be taken as a result of the executive session.

**ADJOURNMENT**

**Mr. Scoglietti moved for adjournment, seconded by Ms. Rogers and unanimously carried.**

**Meeting adjourned at 10:16 a.m.**

APPROVED: February 26, 2024