



**Fort DuPont Redevelopment and Preservation Corporation
Board of Directors Meeting**

December 11, 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 October 9, 2024
4. Treasurer's Report
5. Executive Director's Report
6. Committee Reports
 - a. FDRPC Executive Committee Report of August 26, 2024
 - b. FDRPC Finance and Audit Committee Report of September 9, 2024
 - c. FDRPC Executive Committee Report of September 30, 2024
 - d. FDRPC Executive Committee Report of October 28, 2024
7. Adoption of Land Use Master Plan Supporting Document
8. 2025 Board of Directors Meeting Schedule
9. Delaware City updates
10. Public comment
11. 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.}
12. Actions to be Voted Upon from Executive Session (if applicable)

13. Next Meeting Date: January 8, 2025, at 9:30 a.m.

14. 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 on October 9, 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 9:32 a.m.

BOARD MEMBERS PRESENT

Ms. Wendy Rogers, Vice Chair (Fort DuPont Resident)
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 9:45 a.m.)
Ms. Winvenia Graham (Delaware City Resident)
Ms. Britney Loveland (Interim Delaware City Manager)
Mr. Bert Scoglietti (designee of Ruth Miller, 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)
Mr. Michael Graci (Fort DuPont Resident)
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. Valerie Miller, Planner
Ms. Janice Moturi, FDRPC Deputy Director/Controller
Ms. Crystal Pini-McDaniel, FDRPC Operations Manager
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP

OTHERS PRESENT

None

APPROVAL OF MINUTES – FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION (FDRPC) BOARD MEETING OF AUGUST 14, 2024

Mr. Eriksen moved for approval of the FDRPC Board meeting minutes of August 14, 2024. The motion was seconded by Mr. Scoglietti and carried with Dr. Stewart abstaining.

TREASURER'S REPORT

Mr. Bert Scoglietti, Treasurer, reviewed the Fort DuPont Redevelopment and Preservation Corporation Budget vs. Actuals: Budget FY25 P&L – FY25 P&L for July 2024 - June 2025 as of August 2024 and noted the following:

- 4010 State Appropriation – One third of the appropriation, or \$775,000, was drawn down in August.
- 4100-46 Rental Income OBL Duplexes - As a reminder, these units are expected to be available for rental sometime after the start of the calendar year. Currently, this line item reflects no revenue until the duplexes are rented.
- 4200 Real Estate Sales - \$125,000 is budgeted for the remaining lot on Officer's Row, which is still on the market.
- 4500 HTC or Historical Tax Credits - Once the duplexes are done and the HTC is applied for, receipt of \$188,000 is expected for tax credits, which amount should remain stable over the next few years without adjustment.
- 6700 Improvements – A \$700,000 allowance has been budgeted for improvements and projects that are consistent with the capital plan.
- 7140 Landscaping Maintenance - Actual expenditures are shown as \$91,452 compared to a budget of \$73,000. This reflects work on the bio basin that has been coded to this line item and will be corrected with a budget adjustment to move those expenditures to more accurately reflect where those dollars are. \$91,000 has not been spent on landscaping maintenance for those projects.
- 7700 Payroll Expenditures – Actual expenses are \$125,000 compared to a budget of about \$800,000, which is tracking very nicely.

Mr. Scoglietti noted that income is \$330,149, most of which is due to the large state appropriation received in the August timeframe. Moving forward in this fiscal year, those numbers will be more moderate.

Dr. Stewart moved for acceptance of the Treasurer's Report, seconded by Mr. Eriksen and unanimously carried.

EXECUTIVE DIRECTOR'S REPORT

Mr. Tim Slavin, Executive Director, reviewed the Executive Director's Monthly Report for the period August 1, 2024, to September 31, 2024 and noted the following:

Old Battery Lane – The water and sewer connections for the duplexes on Old Battery Lane are now fully operational, and sidewalk installation is underway. A-Del Construction is handling the utility connections, after which Fort DuPont will take over as the general contractor to complete the duplexes. Mobilization is expected to begin next week, with both teams working in tandem. Remaining tasks include some interior finishing and site work, along with the construction of the duplex porches.

Bio Basin Project – Bio Basin #3 in the Canal District is now complete, marking the progress of the stormwater management plan, which includes five bio basins across the district. Bio Basin #1 was finished previously, and Basins #2 and #3 were completed this year. Basins #4 and #5 are scheduled next. There's an outstanding issue with a pond near the entrance that isn't functioning as needed. Although it holds runoff from the roundabout, it isn't part of the primary stormwater management system, so there is flexibility in redesigning it to better serve its purpose.

Screened-in Gazebo

By the end of the day, they will have wrapped up an in-house project to refurbish a screened-in pavilion that was previously part of the Governor Bacon Hospital grounds on the parade field. This structure had been unused, but our in-house team has now fully restored it. It's landscaped, lit, and ready for community use as a screened-in gathering space. We're pleased to have brought this area back to life for everyone to enjoy.

Completion of Roads

Mr. Slavin extended the thanks to Chief Henderson and Delaware City. The road striping in the Canal District is now complete, giving the area a fresh, finished look. Crosswalks, stop bars, and other markings are now in place, adding both functionality and a finished look to the streetscape.

Friends of Fort DuPont

The Friends of Fort DuPont held their inaugural Board of Directors meeting the previous month, where Michael Lutz, a Canal District resident, was elected president. Mr. Lutz and possibly other board members will be invited to the next FDRPC Board meeting to introduce them. They've been working on foundational tasks, and as they approach their second board meeting next week, they've already established bank accounts, approved bylaws, and implemented initial policies. They are also still recruiting board members.

Funding for Brownfield Operable Units

Fort DuPont is seeking funding for brownfield remediation across its campus, which spans from Route 9 to the river and from the Branch Canal to near the C&D Canal. Currently, there are 12 designated brownfield areas (operable units), initially structured to address individual projects for phased remediation and release, such as the Canal District. However, over half the campus remains outside any operable unit, presenting a challenge for further development. To address this, Fort DuPont has initiated discussions with the EPA through partnerships with the University of Delaware and the University of West Virginia. Valerie Miller has led efforts to secure technical assistance and identify funding opportunities through the EPA. Fort DuPont is now preparing to apply for a technical assistance or assessment grant, which could provide up to \$500,000. The aim is to establish an additional operable unit to cover the remaining land, facilitating comprehensive remediation and supporting development plans across the site.

Branch Canal Bank Revetment

An amended budget request for an additional award has been submitted to DEMA for consideration. DEMA will forward it up to the Federal Emergency Management Agency (FEMA) for consideration. The permit from the US Army Corps of Engineers (USACE) is pending. It has been approved and they will be issuing the paperwork. That permit will trigger the DNREC subaqueous permit, which has already been applied for. DNREC cannot issue their permit until the Army Corps of Engineers issues theirs.

Request for Proposals (RFPs)

Fort DuPont is issuing a Request for Proposals (RFPs) for a comprehensive suite of banking services—a first for the corporation. Janice Moturi and Bert Scoglietti have been key in preparing this initiative. The RFP will be issued on October 14th, and either a single awardee or multiple awardees, based on the responses, will be selected. The target transition date for the chosen provider(s) is around January 1, 2025.

Real Estate

The occupancy rate for the Fort DuPont real estate rentals is at 100% as of October 1, 2024.

Pints and Pumpkins

Friday, October 11, 2024 at 5:30 p.m., Fort DuPont will be holding its annual thank you event to the residents of the campus, Pints and Pumpkins. Sandwiches from a local place in town will be provided and it is just an enjoyable evening outside. The weather's supposed to be absolutely perfect.

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

COMMITTEE REPORTS**FDRPC Finance and Audit Committee Meeting of July 19, 2024**

Mr. Eriksen moved for acceptance of the FDRPC Finance and Audit Committee Report of July 19, 2024. The motion was seconded by Ms. Rogers and unanimously carried.

FDRPC Executive Committee Meeting of July 29, 2024

Mr. Eriksen moved for acceptance of the FDRPC Executive Committee Report of July 29, 2024. The motion was seconded by Ms. Rogers and unanimously carried.

DELAWARE CITY UPDATES

Ms. Britney Loveland, Delaware City Manager, provided the following Delaware City Updates:

The Artesian water main replacement project is expected to start on Clinton Street within the next week. Traffic interruptions on Clinton Street are anticipated to last approximately 11 weeks.

The Delaware City Mayor and Council meeting will be held this month on October 21 at 6:00 p.m.

PROPOSED RESOLUTION – GRASSDALE FINANCING

Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP, advised that the Board is considering a Resolution concerning the ownership structure of the purchaser for the Grassdale parcel. The proposal is for the operator, initially set to manage the property, to become the sole member of the purchasing entity. The Board's responsibility is to assess the financial viability of this change, which involves reviewing provided financial documents to ensure the entity's stability.

The property has a \$2.1 million mortgage that supports the loan given to the purchaser, secured further by a guarantee from Mr. Ty Burbidge, whose financial standing remains strong. The board is evaluating these aspects in an Executive Session, focusing on the appropriateness and sufficiency of the proposed membership change.

PUBLIC COMMENT

None.

RECESS INTO EXECUTIVE SESSION

Mr. Edgell moved to 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 and §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. The motion was seconded by Mr. Eriksen and unanimously carried.

The meeting recessed at 9:50 a.m. and reconvened at 10:00 a.m.

ACTIONS TO BE VOTED UPON FROM EXECUTIVE SESSION

Dr. Stewart moved for adoption of the Resolution pertaining to the Grassdale financing (Exhibit #1). The motion was seconded by Mr. Eriksen and unanimously carried.

NEXT MEETING DATE

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

ADJOURNMENT

Mr. Foreman moved for adjournment, seconded by Dr. Stewart and unanimously carried.

The meeting adjourned at 10:01 a.m.

APPROVED: December 11, 2024

Exhibits

Exhibit 1 – Resolution – Grassdale Financing

RESOLUTION REGARDING GRASSDALE FINANCING

WHEREAS, at closing on the Grassdale parcel on October 29, 2021, Fort DuPont Redevelopment & Preservation Corporation (the “Fort DuPont”) provided \$2.1 million of seller financing (the “Loan”) to the purchaser, Sun Fort Dupont RV LLC (the “Purchaser”) as part of the transaction; and,

WHEREAS, the Loan is secured by a purchase money mortgage (the “Mortgage”) against the Grassdale parcel, and is further secured by the personal guaranty of Mr. Todd E. Burbage; and,

WHEREAS, the Loan is due to be paid in full on October 29, 2025; and,

WHEREAS, Purchaser entered into a ground lease with Blue DuPont DE, LLC (the “Operator”), part of the Blue Water RV Parks and Campgrounds family of companies, to construct, operate, and manage an RV park on the Grassdale parcel, so as to bring tourism and economic development to Delaware City; and,

WHEREAS, the Operator now proposes to become the sole member of Purchaser, replacing the current member; and,

WHEREAS, notwithstanding the change in membership of the Purchaser, Mr. Todd E. Burbage remains as guarantor, the Mortgage remains in place, and all other terms and conditions of the transaction remain the same; and,

WHEREAS, the Board is satisfied that the change in membership of Purchaser will not prejudice Fort DuPont and will not impact the guaranty or Mortgage currently in place to protect the Loan.

NOW, THEREFORE, BE IT RESOLVED, that Fort DuPont does hereby approve the change in membership of the Purchaser to the Operator. Notwithstanding this approval, Fort DuPont reserves all other rights under the Mortgage and other documents evidencing or securing the Loan, and the approval of this change shall not be construed in any way to suggest that Fort DuPont may approve other changes or additions to membership of the Purchaser or may approve any other changes or additions to the Mortgage or other documents evidencing or securing the Loan.

I certify that the foregoing resolutions was adopted by the Board of Directors of the Company on the __ day of _____, 2024

By: _____
Title: _____

Fort DuPont Redevelopment and Preservation Corporation
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
July 2024 - June 2025

October final

	Actual	Budget	over Budget	% of Budget
Income	\$ -	\$ -	\$ -	
4010 State Appropriation	\$ 775,000.00	\$ 2,250,000.00	\$ (1,475,000.00)	34.44%
4025 Operations Funding	\$ -			
4100 Rental Income	\$ 41,894.80			
4101 Old Battery Lane Duplexes	\$ -	\$ 80,000.00	\$ (80,000.00)	0.00%
4101 Commercial DNREC	\$ -	\$ 10,500.00	\$ (10,500.00)	0.00%
4100 Garden Plot Rental	\$ -	\$ 1,050.00	\$ (1,050.00)	0.00%
4100 Commercial OMB	\$ -	\$ 9,315.00	\$ (9,315.00)	0.00%
4100-S Storage	\$ (100.00)			
4110 Special Event Revenue	\$ 4,000.00	\$ 5,600.00	\$ (1,600.00)	71.43%
4111 Misc Events	\$ -	\$ -	\$ -	
Total 4110 Special Event Revenue	\$ 4,000.00	\$ 5,600.00	\$ (1,600.00)	71.43%
4130 Cam Revenue	\$ -	\$ -	\$ -	
4131 Lawncare - Cam (State Tenants)	\$ -	\$ 16,040.00	\$ (16,040.00)	0.00%
4132 Snow/Ice - Cam (State Tenants)	\$ -	\$ 25,112.00	\$ (25,112.00)	0.00%
Total 4130 Cam Revenue	\$ -	\$ 41,152.00	\$ (41,152.00)	0.00%
4150 Tenant Reimbursements	\$ -	\$ -	\$ -	
4151 Utility Reimbursements	\$ 23,976.37	\$ 133,776.00	\$ (109,799.63)	17.92%
Total 4150 Tenant Reimbursements	\$ 23,976.37	\$ 133,776.00	\$ (109,799.63)	17.92%
Total 4100 Rental Income	\$ 69,771.17	\$ 499,614.29	\$ (429,843.12)	13.97%
4200 Real Estate Sales	\$ -	\$ 125,000.00	\$ (125,000.00)	0.00%
4500 Htc Credits	\$ -	\$ 188,000.00	\$ (188,000.00)	0.00%
Total Income	\$ 844,771.17	\$ 3,062,614.29	\$ (2,217,843.12)	27.58%
Gross Profit	\$ 844,771.17	\$ 3,062,614.29	\$ (2,217,843.12)	27.58%

October final

	Actual	Budget	over Budget	% of Budget
Expenses	\$ -	\$ -	\$ -	
6030 Bank Charges	\$ 36.00	\$ 900.00	\$ (864.00)	4.00%
6400 Building Improvements{77}	\$ -			
6409C 09C Painting-Interior	\$ -	\$ -	\$ -	
6417 Supplies & Materials	\$ -	\$ -	\$ -	
6456 Permitting	\$ -	\$ -	\$ -	
Total 6400 Building Improvements{77}	\$ -			
6460 Environmental	\$ 1,398.00	\$ 118,000.00	\$ (116,602.00)	1.18%
6464 Soil Analysis	\$ 3,549.50	\$ -	\$ 3,549.50	
Total 6460 Environmental	\$ 4,947.50	\$ 118,000.00	\$ (113,052.50)	4.19%
6480 Special Event Expenses	\$ 786.24	\$ 6,000.00	\$ (5,213.76)	13.10%
6486 Pints & Pumpkins	\$ 3,038.44			
6487 Family Movie Night	\$ 1,619.61			
Total 6480 Special Event Expenses	\$ 5,444.29			
6500 Professional Fees	\$ 2,600.00	\$ 59,285.18	\$ (56,685.18)	4.39%
6501 Clerical	\$ 1,810.26			
6505 Prof Fees - Engineering	\$ -	\$ 183,000.00	\$ (183,000.00)	0.00%
6505-06 Survey	\$ 2,582.50			
6505-20 Branch Canal	\$ 20,676.70			
Total 6505 Prof Fees - Engineering	\$ 4,493.50			
6505-14 Marina Village	\$ 25,271.00			
6515 Prof Fees - Architectural	\$ -	\$ 1,600.00	\$ (1,600.00)	0.00%
6520R Prof Fees - Legal	\$ 25,872.00	\$ 200,000.00	\$ (174,128.00)	12.94%
6525R Prof Fees - Accounting	\$ 2,775.00	\$ 51,500.00	\$ (48,725.00)	5.39%
6545 Roadways/Utilities	\$ -	\$ -	\$ -	
6555 Site Support	\$ 950.00			
Total 6500 Professional Fees	\$ 87,030.96	\$ 495,385.18	\$ (408,354.22)	17.57%
6535 Permitting	\$ 390.00	\$ 8,300.00	\$ (7,910.00)	4.70%
6600R Fees - Other	\$ 2,500.00	\$ -	\$ 2,500.00	
6601 Rotary	\$ 365.00			
6610 Bank Fees	\$ 157.00	\$ 1,000.00	\$ (843.00)	15.70%
6625 Bank Charges	\$ -	\$ -	\$ -	
6627 Applied Bank Fees	\$ -	\$ 9,000.00	\$ (9,000.00)	0.00%
Total 6625 Bank Charges	\$ -	\$ 9,000.00	\$ (9,000.00)	0.00%
6631 Del City Rental Tax	\$ -	\$ 3,988.68	\$ (3,988.68)	0.00%
Total 6600R Fees - Other	\$ 3,022.00	\$ 13,988.68	\$ (10,966.68)	21.60%
6700 Improvements		\$ 700,000.00	\$ (700,000.00)	0.00%
6704 Building 45-1308 Officers Row	\$ -	\$ -	\$ -	
6706 Building 15-Post Headquarters	\$ -	\$ -	\$ -	
6716 Canal District	\$ 262.50	\$ -	\$ 262.50	
6716.30 Roads/Utilities	\$ -	\$ -	\$ -	
Total 6716 Canal District	\$ -	\$ -	\$ -	
6720 Old Elm	\$ 100.00	\$ -	\$ 100.00	
6721 Roundabout	\$ -	\$ -	\$ -	
6724 Marina	\$ -	\$ -	\$ -	
6734 Building 23-Band Barracks	\$ 384.75			
6737 Building 68-Warehouse	\$ 6,422.42	\$ -	\$ 6,422.42	
6738 Duplexes On Obl	\$ 16,980.00	\$ -	\$ 16,980.00	
6738-01 Building 26	\$ -	\$ -	\$ -	
6738-02 Building 27	\$ -	\$ -	\$ -	
Total 6738 Duplexes On Obl		\$ -	\$ -	

October final

	Actual	Budget	over Budget	% of Budget
6741 Building 30-Stable	\$ -	\$ -	\$ -	-
6744 Maintenance Shop	\$ 310.05			
6747 Building 19	\$ 2,100.00			
6748 Building 52-Tilton	\$ 1,674.75	\$ -	\$ 1,674.75	
6749 Pump House	\$ 8,757.00			
6770 Dnrec Maintenance Bldg	\$ -	\$ -	\$ -	-
6772 Park & Recreation Amenities	\$ -	\$ -	\$ -	-
6773 Bio Basins	\$ 203,162.54			
Total 6700 Improvements	\$ 240,154.01	\$ 700,000.00	\$ (459,845.99)	34.31%
6769 Dnrec Relocation	\$ -	\$ -	\$ -	-
6800 Site Utilities	\$ 17,000.00	\$ -	\$ 17,000.00	
6810 Electric	\$ 71,572.63	\$ 212,776.00	\$ (141,203.37)	33.64%
6815 Gas	\$ -	\$ 4,000.00	\$ (4,000.00)	0.00%
6820 Water	\$ 4,149.14	\$ 14,000.00	\$ (9,850.86)	29.64%
6825 Sewer	\$ 3,475.48	\$ 12,000.00	\$ (8,524.52)	28.96%
6835 Trash	\$ 1,380.00	\$ 4,000.00	\$ (2,620.00)	34.50%
Total 6800 Site Utilities	\$ 97,577.25	\$ 246,776.00	\$ (149,198.75)	39.54%
7000 Operating Expenses	\$ 3,844.65	\$ -	\$ 3,844.65	
7009 Computer Support	\$ 6,768.65	\$ 6,000.00	\$ 768.65	112.81%
7010 Office Supplies	\$ 5,009.94	\$ 15,500.00	\$ (10,490.06)	32.32%
7015 Taxes & Licenses	\$ -	\$ 300.00	\$ (300.00)	0.00%
7020 Travel	\$ 1,437.35	\$ 5,000.00	\$ (3,562.65)	28.75%
7025 Meals And Entertainment	\$ 247.87			
7030 Utilities - Office	\$ 11,228.15	\$ 14,076.00	\$ (2,847.85)	79.77%
7035 Phone/Internet - Office	\$ -	\$ 3,600.00	\$ (3,600.00)	0.00%
7040 Repairs & Maintenance	\$ -	\$ 6,000.00	\$ (6,000.00)	0.00%
7051 Uniforms	\$ 613.00	\$ 3,000.00	\$ (2,387.00)	20.43%
Total 7000 Operating Expenses	\$ 29,149.61	\$ 53,476.00	\$ (24,326.39)	54.51%
7100 Common Area Maintenance	\$ 18,732.00	\$ 25,000.00	\$ (6,268.00)	74.93%
7105 Lawn Care	\$ 73,200.00	\$ 114,000.00	\$ (40,800.00)	64.21%
7110 Storm Water Management	\$ -	\$ 3,100.00	\$ (3,100.00)	0.00%
7115 Pest Control	\$ 600.00	\$ 1,700.00	\$ (1,100.00)	35.29%
7120 Fire & Security Monitoring	\$ 1,791.00	\$ 4,600.00	\$ (2,809.00)	38.93%
7125 Snow & Ice Removal	\$ -	\$ 10,000.00	\$ (10,000.00)	0.00%
7130 Building Repairs & Maintenance	\$ -	\$ 2,500.00	\$ (2,500.00)	0.00%
7140 Landscaping Maintenance	\$ 15,475.72	\$ 73,000.00	\$ (57,524.28)	21.20%
7141 Auto	\$ 3,351.34	\$ 5,000.00	\$ (1,648.66)	67.03%
7145 Equipment Expense	\$ 69.50	\$ 15,000.00	\$ (14,930.50)	0.46%
	\$ 141.30			
7830 Utilities	\$ 340.39	\$ 20,000.00	\$ (19,659.61)	1.70%
Total 7100 Common Area Maintenance	\$ 113,701.25	\$ 273,900.00	\$ (160,198.75)	41.51%
7200 Debt Expense	\$ -	\$ -	\$ -	-
7205 P & I - Applied Bank 810	\$ 24,025.40			
7206 P & I - Applied 0380	\$ 22,235.19			
7225 Debt Expense Wsfs Loan	\$ 3,472.41	\$ -	\$ 3,472.41	
Total 7200 Debt Expense	\$ 49,733.00	\$ 134,586.00	\$ (84,853.00)	36.95%
7300 Depreciation Expense	\$ -	\$ -	\$ -	-
7500 Marketing Expenses	\$ 10,986.54	\$ 42,000.00	\$ (31,013.46)	26.16%
7510 Advertising & Promotion	\$ -	\$ -	\$ -	-
7550 Website & Social Media	\$ -	\$ -	\$ -	-
7555 Marketing - Other	\$ -	\$ -	\$ -	-
Total 7500 Marketing Expenses	\$ 10,986.54	\$ 42,000.00	\$ (31,013.46)	26.16%

October final

	Actual	Budget	over Budget	% of Budget
7700 Payroll Expenditures	\$ -	\$ -	\$ -	-
7710 401K	\$ 2,162.10	\$ 17,500.00	\$ (15,337.90)	12.35%
7720 Employee Benefits - Health	\$ 45,051.34	\$ 80,528.40	\$ (35,477.06)	55.94%
7721 Employee Benefits - Dental	\$ (356.40)	\$ 92.00	\$ (448.40)	-387.39%
7722 Employee Benefits - Vision	\$ 340.40	\$ 1,021.20	\$ (680.80)	33.33%
7723 Employee Benefits - Fsa	\$ 530.00			
7724 Employee Benefits - Std/Ltd	\$ 1,475.10			
7725 Employee Benefits - Ancillary	\$ 902.35			
7730 Payroll Tax Expense	\$ 14,680.06	\$ 41,335.00	\$ (26,654.94)	35.51%
7740 Salaries & Wages	\$ 190,463.23	\$ 646,727.13	\$ (456,263.90)	29.45%
7750 Payroll Service Fees	\$ 703.84	\$ 2,627.44	\$ (1,923.60)	26.79%
Total 7700 Payroll Expenditures	\$ 255,952.02	\$ 798,126.03	\$ (542,174.01)	32.07%
7850 Insurance	\$ 6,855.27	\$ 135,249.93	\$ (128,394.66)	5.07%
7851 General Liability	\$ 11,396.95	\$ -	\$ 11,396.95	
7852 Flood Insurance	\$ 1,560.00	\$ -	\$ 1,560.00	
7853 Property	\$ 67,612.13	\$ -	\$ 67,612.13	
7855 Workers Comp Insurance	\$ 3,044.00	\$ -	\$ 3,044.00	
7856 Auto	\$ 5,292.00	\$ -	\$ 5,292.00	
7857 D & O/ E&O Insurance	\$ 8,367.80	\$ -	\$ 8,367.80	
Total 7850 Insurance	\$ 104,128.15	\$ 135,249.93	\$ (31,121.78)	76.99%
Administrative Expenses	\$ -	\$ -	\$ -	-
Legal Fees - Operating	\$ -	\$ -	\$ -	-
Property Management & Other Expense	\$ -			
7880 Repair & Maintenance	\$ -	\$ -	\$ -	-
7890 Payroll	\$ -	\$ -	\$ -	-
7900 Security	\$ -	\$ -	\$ -	-
7910 Supplies	\$ -	\$ -	\$ -	-
Total Property Management & Other Expense	\$ -			
Total Expenses	\$ 1,002,252.58	\$ 3,058,491.45	\$ (2,056,238.87)	32.77%
Net Operating Income	\$ (157,481.41)	\$ 4,122.84	\$ (161,604.25)	-3819.73%
Other Income	\$ -	\$ -	\$ -	-
Reimbursed Expenses	\$ -	\$ -	\$ -	-
Total Other Income	\$ -	\$ -	\$ -	-
Other Expenses	\$ -	\$ -	\$ -	-
Ask My Accountant	\$ (4,500.00)			
Miscellaneous	\$ -	\$ -	\$ -	-
Total Other Expenses	\$ (4,500.00)	\$ -	\$ (4,500.00)	
Net Other Income	\$ 4,500.00	\$ 4,122.84	\$ 377.16	109.15%
Net Income	\$ (152,981.41)	\$ 4,122.84	\$ (157,104.25)	-3710.58%



Executive Director Monthly Report
For the period November 1 to November 30, 2024.

The meeting of the board of directors is scheduled for December 11, 2024 at 9:30 a.m. at the Delaware City Fire Hall.

Branch Canal Revetment

- Status of permits
 - USACE Section 408 permit: Pending issuance from US Army Corps of Engineers.
 - DNREC: Sub-aqueous permit: Pending issuance from DNREC.
 - DNREC: Stormwater and Sediment Management: Approval obtained from DNREC in 2021, with extension issued in July 2023.
 - FEMA: Revised grant award pending approval from DEMA/FEMA.

Banking RFP issued. The Request for Proposals for banking services has been issued and is available at <https://fortdupont.org/documents/>. Responses are due on December 9, 2024, with a recommendation to the board tentatively scheduled for the January 8, 2025, board meeting. Questions about the RFP were received by four (4) financial institutions; answers have been transmitted and posted to the RFP tab on the Fort DuPont website.

Capital Projects

- **Marina Village.** A meeting was held with DNREC State Parks on August 5, 2024. FDRPC accepted that Section 106 (of the National Historic Preservation Act) review would yield a finding of Adverse Effect. The next step would be to gather a list of the cultural resources affected and address how the effect was addressed and/or how it could be mitigated. DNREC State Parks was to provide a draft scope of work, and a list of documentation previously gathered by DNREC for this review. The Cultural Resources Unit for DNREC provided the scope of work for this on September 12, 2024. The list of previously gathered documentation was provided by DNREC State Parks on November 1, 2024.
 - a. On October 30th, FDRPC met with Delaware State Parks lead Taylor Reynolds, Kerri Barile Tambs and Bill Liebkecht of the Dovetail Cultural Resources Group. Reynolds had recommended that FDRPC consider contracting with a third-party cultural resources

consultant to guide the Section 106 consultation (which is in support of the Section 6f protection issue). Dovetail submitted a proposal for the work for \$10,989. FDRPC has accepted the proposal and executed a contract with Dovetail.

- **Bio Basins.** Bio Basins #2 and #3 are now complete and awaiting final inspection and approval by DNREC. Bio Basin #4 required a revised design, owing to existing conditions not meeting DNREC tests for existing conditions. Bio Basin #5 is approximately 75% complete. Staff has directed the contractor to divert unnecessary construction traffic off of the promenade along the Branch Canal and onto Old Elm Ave. Additionally, staging of materials needed going forward will be done in the Chapel parking lot (and not in the boat ramp area). This is in response to the concerns of residents.

- **Old Battery Lane (OU-6).**
 - The Environmental Covenant was recorded with New Castle County on November 21, 2023.
 - The Certificate of Completion of Remedy (COCR) was issued by DNREC on January 23, 2024, and recorded on January 30, 2024.
 - The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.
 - 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.
 - The project was successfully bid on, and an award has been made to A-Del.
 - The pre-construction meeting was held June 8, 2024, with representatives of DNREC, A-Del, and FDRPC.
 - Utility identification and marking has occurred on the construction in advance of environmental controls. An unexpected delay is the discovery of previously unknown utilities in the area; FDRPC has contracted for additional identification and marking.
 - An inspection of the site was conducted by DNREC on July 30 and the site meets requirements.
 - This site is now under full construction. Water and sewer lines are being installed and the base for new sidewalks along the north side of Old Battery Lane has been installed. Additional utility work related to electric and tree removal has been completed.
 - Updated status: As of November 1, 2025, the project for water and wastewater connections is at 80% completion. Site work and minor interior finish work has commenced. The target occupancy date for these units is January 1, 2025.

- **Archives Building (OU-10)**
 - The Environmental Covenant was recorded with New Castle County on February 2, 2024.

- The Certificate of Completion of Remedy (COCR) was issued by DNREC on May 2, 2024.
- FDRPC has finished removing the wells and submitted the necessary paperwork to DNREC for approval.
- The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.
- Project is dependent on funding.
- Theater
- Proposals for a building assessment, schematic design, and rendering have been received by two architectural firms. A response from a third firm is pending. This project is dependent on funding availability.

Operations

- **Real estate update.**
 - Real Estate for sale
 - 1311 Officers Row remains listed at \$125,000.
 - Leasing: As of November 30, 2024
 - All properties are at 100% occupancy.
- **Friends of Fort DuPont.** The Board of Directors of the Friends of Fort DuPont met on November 21, 2024.
 - Terrance McGovern was elected to serve on the Board of Directors. McGovern is the author of eight books and numerous articles on fortifications and has previously served as Chairman of the US-based Coast Defense Study Group. He is a director of the International Fortress Council, the Council on America's Military Past, Fort Miles Historical Association, and International Naval Research Organization. He is also an appointed Trustee for the Commonwealth of Virginia's Fort Monroe Authority Board.
- **FOIA Officer.** There were no FOIA requests presented for November of 2024.

Other

- Jordan Resh of the Delaware Arts Alliance was provided with a tour of potential arts spaces on the campus on November 19, 2024. The tour included the Paynter Building, the Chapel, the Theater, and outdoor spaces.

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
EXECUTIVE COMMITTEE MEETING

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held August 26, 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)
Ms. Wendy Rogers (Resident of Fort DuPont)
Mr. Bert Scoglietti (FDRPC Treasurer)
Dr. Courtney Stewart (Office of Management and Budget)

COMMITTEE MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

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

OTHERS PRESENT

None

APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF JULY 29, 2024

Ms. Miller moved for approval of the July 29, 2024 FDRPC Executive Committee meeting minutes. The motion was seconded by Dr. Stewart and carried with Mr. Scoglietti abstaining.

STATUS ON KEY PROJECTS

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

Bio Basin #3

Members were presented with “before” and “in-progress” photos of Bio Basin #3 (Exhibit 1). The area is excavated to a certain depth, then filled in with biomass material, stone, soil, plants, and mulch. The work is progressing quite well. Cutting Edge, the contractor on this project, is a local company that Fort DuPont relies on, and they maintain a very clean job site. So far, there have been no complaints. This is the third of five bio-basins to be completed, and the next two combined are not as large as this one so this is the biggest challenge.

Ms. Rogers advised that although you can hear the trucks at times during the day, the residents are happy with the progress and there have been no complaints.

Old Battery Lane Duplexes

Locating all utility runs in the area has been challenging. Efforts were escalated the previous week with the use of ground-penetrating radar, which has now been completed and marked. A-Del Construction has been notified and will provide their mobilization date soon. The goal is to complete the project before the weather turns.

In response to Mr. Scoglietti, Mr. Slavin advised that A-Del Construction's scope of work includes bringing water and sanitary sewer lines to the area. Once that is completed, the site work in front of and around the duplexes will commence.

Branch Canal Revetment Project

There were two bidders for the project. A-Del Construction's bid came in at \$1.72 million, while Lindstrom Excavating, based in Baltimore, submitted a bid of \$3.984 million. Verdantas analyzed the bids, and the difference appears to be almost entirely due to the cost of materials. One of the main cost drivers was the riprap used to line the bank. A-Del's price was \$150 per cubic foot, while Lindstrom's was \$255. For reference, when the project was designed two or three years ago, the cost per cubic foot was estimated at \$90.

A meeting has been scheduled with DEMA to submit the amended budget and request additional funding to cover the difference. The original estimate was just over \$900,000, and the current bid is now \$1.72 million. This is not uncommon with FEMA projects, as the time it takes to design and bid often causes estimates to expire.

Responding to Mr. Scoglietti, Mr. Slavin advised that the funding match is 90% reimbursement from DEMA on a monthly basis.

Mr. Scoglietti moved for acceptance of the Status on Key Projects. The motion was seconded by Ms. Rogers and unanimously carried.

FUTURE FINANCING OPTIONS

Mr. Tim Slavin, FDRPC Executive Director, advised that cash flow is an issue for the revetment project, and there is concern that the project is limited in duration and time. The issue of future funding has been generally discussed at the board level and with the Finance and Audit Committee.

The project is likely to open and close, once everything is in hand, within a six-month period. However, some large invoices may come in during months three or four, when the majority of the work is being completed. These invoices will need to be paid and then reimbursed by FEMA.

Staff would like to explore options for either a construction loan or a line of credit as a safety net to prevent interruptions in cash flow. Mr. Slavin requested that the committee members consider recommending that staff proceed with identifying options for the board to act upon within the next 60 to 90 days.

In response to Mr. Scoglietti, Mr. Slavin noted that he would not know the maximum level needed until FEMA confirms their award, ensuring there is no significant delta between the award and the required amount.

Mr. Slavin mentioned that they have subdivided the FDRPC office building and 1605 Maple Boulevard to prepare for this type of financing if collateralization becomes necessary.

In response to Chair McMahon, Mr. Slavin stated that he was leaving the task of selecting the institutions for consideration to Ms. Moturi. He noted that this process would run simultaneously with the RFP for banking services, though financing would likely progress faster than the RFP. Mr. Slavin anticipated reaching out to three or four institutions to see what they would offer.

Mr. Scoglietti moved to recommend that staff proceed with exploring the options for either a construction loan or a line of credit in order to have some options for the board to act upon in the next 60 to 90 days. The motion was seconded by Dr. Stewart and unanimously carried.

EXECUTIVE SESSION

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

The meeting recessed at 9:42 a.m.

RECONVENE

Dr. Stewart moved to reconvene the FDRPC Executive Committee meeting, seconded by Ms. Miller and unanimously carried.

The meeting reconvened at 10:08 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

Dr. Stewart moved for adjournment, seconded by Mr. Scoglietti and unanimously carried.

The meeting adjourned at 10:09 a.m.

APPROVED: September 30, 2024

Exhibits

Exhibit 1 – Before and In-progress Photos of Bio Basin #3



FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
FINANCE AND AUDIT COMMITTEE

The FDRPC Finance and Audit Committee meeting was held on Sept 9, 2024, at 4:00 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

Dr. Courtney Stewart (Office of Management and Budget)

Mr. Bert Scoglietti (FDRPC Treasurer)

Mike Graci- Chair

BOARD MEMBERS ABSENT

Mrs. Ruth Ann Miller (Controller General of the State of Delaware)

STAFF MEMBERS PRESENT

Tim Slavin

Janice Moturi

OTHERS PRESENT

*

**APPROVAL OF MINUTES – FDRPC FINANCE AND AUDIT COMMITTEE MEETING OF
*July 19, 2024**

Courtney Stewart Moved for approval of the FDRPC Finance and Audit Committee meeting minutes of July 19, 2024. The motion was seconded by Bert Scoglietti and unanimously carried.

NEW BUSINESS

1. Monthly Financial Report - July
 - a. State Appropriation/Sales/Other Revenues
 - b. Upcoming Large Expenditures
 - c. Cash Flow
 - d. Balances
2. Capital Projects Update
3. Procedures Detailed Draft Part 2- approval
4. Banking Request for Proposals
5. Future Financing Options- banks outreach (PNC, WSFS, Applied Bank, TD bank, Chase)

Courtney Stewart Moved for Approval of Procedures. The motion was seconded by Bert Scoglietti and unanimously carried.

OLD BUSINESS

RECESS INTO EXECUTIVE SESSION - *REASON FOR EXECUTIVE SESSION

***No Executive Session**

No Actions to vote on

RECONVENE

No executive session

POTENTIAL ACTION TO BE VOTED UPON FROM EXECUTIVE SESSIONES

*None

NEXT MEETING DATE

The next meeting is scheduled for November 19, 2024, at 4:00 p.m.

ADJOURNMENT

***Courtney Stewart moved for adjournment, seconded by Bert Scoglietti* and unanimously carried.**

Meeting Adjourned at 4:40 p.m.

APROVED: 9/9/24

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
EXECUTIVE COMMITTEE MEETING

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held September 30, 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 9:32 a.m.

COMMITTEE MEMBERS PRESENT

Ms. Wendy Rogers (Resident of Fort DuPont)
Mr. Bert Scoglietti (FDRPC Treasurer)
Dr. Courtney Stewart (Office of Management and Budget)

COMMITTEE MEMBERS ABSENT

Ms. Ruth Ann Miller (Controller General of the State of Delaware)

STAFF MEMBERS PRESENT

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

OTHERS PRESENT

None

APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF AUGUST 26, 2024

Dr. Stewart moved for approval of the August 26, 2024 FDRPC Executive Committee meeting minutes. The motion was seconded by Mr. Scoglietti and unanimously carried.

STATUS ON KEY PROJECTS

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

Bioretention Basins

Bio basin #3 is substantially complete and the Canal District bio basin #4 has been staked out. Bio basin #5, which is located at the front of the campus, may end up being completed but not planted, depending on the weather.

Old Battery Lane Duplexes

Old Battery Lane is now fully engaged with the installation of water, sewer, new sidewalks, and new porches on the duplexes. Although there are drawings of the underground infrastructure from different time periods, without as-built drawings they are finding things that either they did not think were there or they are at the wrong depth so it has caused a few field change orders on the project.

Screened-in Pavilion

The in-house crew is refurbishing the screened-in pavilion that sits on the parade ground by the Governor Bacon Hospital. Final touches are being completed and the project will be complete the following Friday in time for an event being held on the campus. It will provide a screened-in public space for the campus residents if they want to use it, as well as for FDRPC educational purposes.

U.S. Army Corp of Engineers (USACE) Parcel Transfer

The U.S. Army Corp of Engineers (USACE) is now willing to transfer just that parcel to the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) and are releasing their need to use it for spoils. The USACE would like to have assurances from other parties to receive the other parcels that were attached, primarily the north side of the Branch Canal. The USACE has agreed to own the waterway.

The USACE wants to hear from the city or state about who will take ownership of that bank area and address related issues. They will begin soft diplomacy efforts with Delaware City, state legislators, and the new administration as the transition begins. The goal is to brief them on this opportunity and explore how everything can be brought together.

Responding to Mr. Scoglietti, Mr. Slavin stated that the USACE's ownership of the waterway includes responsibility for dredging it.

Canal Bank Revetment

Verdantas, on behalf of the FDRPC, is working with the U.S. Army Corps of Engineers (USACE), which has approved the permits and just needs to finalize the paperwork.

Next is the DNREC permit for subaqueous work—any work done below the waterline—which is typically granted as a formality once the USACE permit is submitted. The application for the subaqueous permit was submitted years ago, but it is dependent on the USACE permit.

The amended budget and award request for FEMA have been prepared and will be submitted after a final review with Verdantas.

Pond at Front of Campus

Ms. Wendy Rogers mentioned that she had received several questions and complaints about the green slime in the pond at the front of the property, noting that it looks unsightly. Residents are curious about the original plan for that area and whether it included a small fountain to keep the water moving, as well as a stone wall.

In response, Mr. Slavin clarified that the pond is not part of the bio basin or stormwater management projects, but they will address it once the bio basins are complete.

Fiscal Year 2024 Audit

The Fiscal 2024 audit with BLS is underway much earlier this year than in previous years and an earlier than previous years completion date is anticipated. Ms. Moturi and Ms. Pini-McDaniel have been working diligently to get through the budget and the audit requests from BLS. Their efforts are appreciated.

Funding Opportunities

Ms. Valerie Miller has been actively identifying new funding opportunities. They are currently exploring additional funding options from the Federal Emergency Management Agency (FEMA) to address some of the stormwater issues on the other side of the campus.

They have been looking at the funding opportunities through Energize Delaware for some of the energy grid issues. Dialogue has been opened with the United States Department of Agriculture (USDA) thanks to Senator Carper's office. There was a site visit by Senator John Gentile, Senator Carper's special projects person, who offered assistance and connected them with Mr. Andrew Dinsmore, who is now heading up the USDA office in Delaware. They have identified three different funding opportunities inside the USDA and they think they qualify as a rural community.

Friends of Fort DuPont

The Friends of Fort DuPont group is now active and Mr. Michael Lutz, a resident in the Canal District, has agreed to serve as the first president. The first meeting was primarily an organizational session focused on adopting bylaws. Additional policies need to be established and more board members need to be recruited. They are working to generate interest both within and outside of Delaware City to round out the board, which currently has six members and can range from nine to fifteen members, so that process is in progress. This is an important milestone, especially in attracting private support, as they now have 501(c)(3) status with the committee in place.

Committees

There are vacancies on the Executive Committee and the Finance and Audit Committee, and the Maintenance Committee needs to be reactivated.

Responding to Dr. Stewart, Mr. Slavin advised that there are currently five committees.

Delaware City Day

Delaware City Day is Saturday, October 5, 2024. FDRPC staff members will be participating with a table and will be there helping out throughout the day and evening, as they have fireworks at the end.

Pints and Pumpkins

The Pints and Pumpkins event will be held Friday, October 11, 2024 on the parade ground for the residents of the campus. The FDRPC provides food, the bonfire and the music.

Mr. Scoglietti moved for acceptance of the Status on Key Projects. The motion was seconded by Dr. Stewart and unanimously carried.

EXECUTIVE SESSION

Mr. Scoglietti moved to 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 and §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. The motion was seconded by Dr. Stewart and unanimously carried.

The meeting recessed at 9:47 a.m.

RECONVENE

Mr. Scoglietti moved to reconvene the FDRPC Executive Committee meeting, seconded by Ms. Rogers and unanimously carried.

The meeting reconvened at 10:33 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.

The meeting adjourned at 10:34 a.m.

APPROVED: October 28, 2024

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
EXECUTIVE COMMITTEE MEETING

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held October 28, 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 9:33 a.m.

COMMITTEE MEMBERS PRESENT

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

COMMITTEE MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

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

OTHERS PRESENT

None

APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF SEPTEMBER 30, 2024

Dr. Stewart moved for approval of the September 30, 2024 FDRPC Executive Committee meeting minutes. The motion was seconded by Mr. Scoglietti and unanimously carried.

STATUS ON KEY PROJECTS

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

Old Battery Lane Duplexes

The Old Battery Lane Duplexes project is addressing a change order from A-Del Construction to account for relocating a portion of the water main. This relocation was necessary because the existing conditions differed from what was indicated in the design drawings, requiring an additional agreement with Artesian.

For water projects ultimately transferred to Artesian, all aspects, including the purchase of supplies for the new connection, must go through them. A-Del and Artesian are now actively working on this process. Our target completion date for the project is November 30, 2024, with the units expected to be ready and rentable by January 1, 2025.

Bioretention Basins

Mr. Slavin reviewed a map depicting the locations of the bio basins and provided updates for each location, as follows:

- Bio Basin #3 is complete and awaiting certification from DNREC. This bio basin looks very good.
- Bio Basin #4 is experiencing soil issues, probably attributed to 28 days of no rain. Construction will be delayed until DNREC approves the water perk test. This will require a minor redesign of the bio basin.
- Bio Basin #5 is ready to go and construction will be started prior to bio basin #4.
- The plan is to complete construction work and hold off on the plantings, since that window has closed.
- The restricted parking areas along the street will be released back into use until they are ready to remobilize that site for the bio basins.

Pollinator Gardens

Delaware City received a grant from DNREC to establish pollinator gardens. A large one has been installed in front of the community center, and additional areas were requested on the Fort DuPont campus. As a result, two gardens are now in place.

Both gardens feature native plantings—one located in the Chapel Grove area and the other in a lot across the street from the Fort DuPont offices. These types of pollinator gardens typically take a full year to mature, but both are in excellent locations. The gardens currently have sharp, square edges, which we plan to soften for a more natural look.

Branch Canal Revetment Project

The amended budget and funding request is currently with DEMA, which is coordinating with FEMA to confirm its acceptability. All indications suggest it will be approved.

We are still waiting for the permit to be issued by the U.S. Army Corps of Engineers. They have indicated that all requirements have been met and that the delay is now just administrative paperwork.

Additionally, we have refreshed the subaqueous permit from DNREC, which covers all work below the water level. Verdantas is handling this aspect directly.

We are preparing to move forward, though the exact timing depends on when these permits are issued. Once we have the green light to mobilize, there are potential financing considerations that will be addressed under operations.

It's also important to note that DNREC has imposed seasonal restrictions for work along the Branch Canal, related to broader environmental guidelines for water projects. These restrictions will require us to pause work for an estimated three-month period at certain times. We plan to mobilize and make progress during allowable periods, then pause as required.

Brownfields Overview

Mr. Slavin presented a map created by Verdantas showing brownfields and operating units (OUs). Not all OUs are included, as some are too small to depict.

Fort DuPont is collaborating with the University of Delaware Technical Assistance Team to apply for an EPA grant. The grant aims to fund the remaining testing and assessment across the campus and determine remediation costs.

Currently, the entire campus has not been fully tested, assessed, or remediated. While findings have been minimal, the goal is to certify all land as no longer part of the brownfields program. This involves testing, assessment, and completing paperwork if no significant issues are found. The map indicates that less than half of the campus has been addressed.

Waterfront areas, designated for recreational use, still require testing and assessment, though the remediation standards are lower compared to areas intended for housing or schools. For example, OU11 (Battery Elder), managed by State Parks, is not open for development. A past issue involving unpermitted clearing of vegetation resulted in violations and required remediation.

Recent testing in this area identified elevated lead levels, which meet current standards but fall short of upcoming EPA and DNREC requirements. Additional testing and remediation, costing approximately \$11,000, are necessary. This process will include report writing and further remediation if needed. Despite these concerns, the area remains open to the public.

Addressing brownfield status enhances the value of properties, particularly for areas like South Field, which could become more appealing for purchase if cleared through the brownfields program. The EPA grant application is targeted for submission by November 14, 2024.

Responding to Ms. Scott, Mr. Slavin advised that past industrial use qualifies an area as a brownfield. There also seems to be some naturally occurring arsenic, which is a typical finding in Delaware, especially along the water. They have conducted more testing than they were originally requested and once they have defined the area, they will remove all of the contaminant. There is an option to cap it and put wells in, especially if it is for recreational purposes. Mr. Slavin believes that sends the wrong message and he prefers to remove the soil and replace it with clean soil.

Cashflow Challenges

Fort DuPont is approaching a pinch point due to two major capital projects. The Old Battery Lane project has faced cost overruns from a change order involving water main relocations. Similarly, the bio-basins required redesign-related change orders. An updated budget will be presented at the January board meeting to address these issues.

To ensure positive cashflow, we are exploring options to manage upfront costs, particularly for the \$1.7 million Branch Canal Revetment project. This project is 90% reimbursable but requires initial payments before reimbursement. To cover early expenses, we are considering a \$1 million line of credit as a safety net.

This comes as we await responses to our banking RFP. One of our current banking partners has offered to initiate the line of credit, but we plan to evaluate proposals from other bidders before moving forward. The recommendation will be reviewed by the Finance and Audit committee and then presented to the board.

Additionally, we expect a payment from Bluewater in October 2025. However, we are contractually obligated to ensure a sewer connection from the force main on our campus to Polktown Road, which will require some associated costs.

Marina Permit Update

Last Friday, we received an email and call from Verdantas regarding our marina permit application with DNREC. This is an old application, pending for four to five years. DNREC previously asked us—about three or four months ago—whether we wanted to keep it open, and we confirmed we did. They asked again recently, and we reiterated the same.

On Friday, DNREC informed us that if we keep the application open, they will be forced to deny it. They recommended we withdraw it to avoid denial. In response, I asked Verdantas whether denial would impact our ability to reapply.

After discussions with Ms. Pam Scott and Mr. Richard Forsten, FDRPC legal counsel, we believe it's critical to reaffirm our commitment to pursuing the marina and the plans outlined in our master plan. Taking any action that suggests otherwise would not be in our best interest.

This issue appears to be a procedural matter at DNREC. Updates will be provided as needed to keep everyone informed.

Friends of Fort DuPont

The next meeting of the Friends of Fort DuPont Board of Directors will be held on November 21, 2024, at 6:00 p.m. at the Fort DuPont offices.

Nominations and candidates for the board are still being accepted. Suggestions for potential nominees are welcomed and appreciated.

Dr. Stewart moved for acceptance of the Status on Key Projects. The motion was seconded by Ms. Miller and unanimously carried.

EXECUTIVE SESSION

Mr. Scoglietti moved to 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 and §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. The motion was seconded by Ms. Miller and unanimously carried.

The meeting recessed at 9:54 a.m. and reconvened at 10:09 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.

NEXT MEETING DATE

The next meeting is scheduled for November 25, 2024 at 9:30 a.m.

ADJOURNMENT

Mr. Scoglietti moved for adjournment, seconded by Dr. Stewart and unanimously carried.

The meeting adjourned at 10:10 a.m.

APPROVED: November 25, 2024



FORT DUPONT

MASTER PLAN 2024

Fort DuPont Redevelopment and Preservation Corporation Board of Directors and Land Use Planning Committee

BOARD OF DIRECTORS

John McMahon, Chair – Appointed by the Governor

Hon. Shawn Garvin – Secretary, Department of Natural Resources and Environmental Control (DNREC)

Ruth Ann Jones – State of Delaware Controller General

Courtney Stewart – State of Delaware Office of Management and Budget (OMB)

David Edgell – Delaware State Planning Office

Kurt Foreman – Delaware Prosperity Partnership

Britney Loveland – City Manager, Delaware City

Hon. Spiros Mantzavinos – Senator; Appointed by Hon. Larry Walsh, Co-Chair, Bond Bill Committee

Hon. Sean Matthews – Representative; Appointed by Hon. Deborah Heffernan, Co-Chair, Bond Bill Committee

Hon. Jeffrey Bullock – Secretary of State; Designee is Rony Baltazar-Lopez

Winvenia (Winn) Graham – Delaware City resident; Appointed by Hon. David Sokola, President Pro Tem of the Delaware Senate

Doug Eriksen – Delaware City resident; Appointed by Hon. John Carney, Governor

Michael Graci – Fort DuPont resident; Appointed by Hon. John Carney, Governor

Wendy Rogers – Fort DuPont resident; Appointed by Hon. Peter Schwartzkopf, Speaker of the House of Representatives

Bert Scogletti, Treasurer – Designee of Controller General if needed. *Non-voting unless serving as designee.

LAND USE COMMITTEE MEMBERS

David Edgell, Chair – Delaware Office of State Planning

Rony Baltazar-Lopez – Delaware Department of State

Tim Konkus – Delaware City resident

Wendy Rodgers – Fort DuPont resident

Cecily Bedwell – Delaware City resident

Michael Lutz – Delaware City resident

Background: 2024 Master Planning Activities

SINCE THE 19TH CENTURY FORT DUPONT, THE FORT DUPONT COMMUNITY HAS SERVED AS A BUSTLING MILITARY SITE ON THE MAJESTIC DELAWARE RIVER.

Now we have the rare opportunity of creating a new lifestyle-based community that builds on its historical roots, designed around the water and great outdoors. In addition to the restoration of historic homes and commercial buildings, Fort Dupont will include new residential construction, and recreation and park amenities.

In 2014, the Delaware General Assembly created the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) for the purpose of preserving the Fort's historic assets and revitalizing the campus through new development and adaptive reuse. All of the real estate associated with Fort DuPont was transferred from the State of Delaware to the Fort DuPont Redevelopment and Preservation Corporation (FDRPC).

A master planning effort was kicked off in the fall of 2012 and included broad community and stakeholder input. The result was the first master plan for Fort DuPont, which was known as the "Sasaki Plan" after the consultant that prepared it. This plan guided the development and preservation of the campus and its infrastructure for

almost a decade. The master plan was frequently changed through a series of rolling amendments during this time reacting to changing market conditions and other opportunities.

In June of 2023, the FDRPC Board determined that it was time to reevaluate the master plan and reconsider some of the original assumptions for redevelopment based on current market conditions. The Board formed the Land Use Planning Committee and charged it with updating the master plan. The Committee met between September of 2023 and June 2024. They considered progress on the campus since the inception of the FDRPC, environmental conditions, climate resiliency, market conditions and future opportunities for redevelopment and preservation on the campus. The resulting plan is detailed in this document and the attached maps.

The Fort DuPont Master Plan 2024 was presented to the Delaware City Planning Commission on July 1, 2024, then shared with the Delaware City, City Council on July 15, 2024. A public workshop was held for the community on July 24, 2024. After considering comments received and revising the plan accordingly the FDRPC Board approved the Fort DuPont Master Plan 2024 at their regular meeting of August 14, 2024.

Mission, Vision and Key Principals

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) prepared a Strategic Plan in 2023 with the assistance of the Delaware Alliance for Nonprofit Advancement (DANA). The process took many months and involved extensive stakeholder and community engagement. As a result of this planning process, the FDRPC has adopted the following mission and vision statements:

MISSION:

Building a vibrant legacy: Fort DuPont Redevelopment and Preservation Corporation is dedicated to revitalizing the Fort DuPont Campus with a focus on preserving our shared history, healing the environment, developing residential and recreational spaces, and providing economic opportunities. Together, we aim to enhance our community's charm, prosperity, and quality of life.

VISION:

Fort DuPont Redevelopment and Preservation Corporation contributes to making Delaware City a dynamic destination, captivating new businesses, residents, and historical and cultural tourists. With a vibrant community and historical heritage, our city thrives along Delaware's scenic byway, offering prosperity, inclusivity, and enriching experiences for all.

This land use planning effort uses the FDRPC's mission and vision as guidance to evaluate the current master planning efforts and future opportunities for development, redevelopment and preservation on the Fort DuPont campus. The Land Use Planning Committee developed some Key Principals through the 2023-2024 efforts to re-envision the campus master plan. These Key Principals should guide future preservation, redevelopment and development on the campus:

KEY PRINCIPALS:

- Environmental stewardship and climate resiliency.
- Preservation of historic structures and landscapes through adaptive re-use.
- Mixed use development and redevelopment of historic core of the campus.
- Enhance access to the water.
- Preserve and enhance view-sheds from the campus to the water.

Environment and Climate Resiliency

OVERVIEW OF CAMPUS LOCATION AND ENVIRONMENTAL FEATURES.

The location of the Fort DuPont campus is located in Delaware City, DE, and is bounded by the Branch Canal and the Delaware River. Prominent natural features campus location and environmental features include:

- 1) River and canal shoreline on two sides of the property;
- 2) Woodlands covering the majority of the shoreline on the southside and the south eastern property line; and
- 3) Wetlands, including both tidal and non-tidal wetlands which are present along the southern shoreline and the southeaster property line. Both tidal and non-tidal wetlands are protected under the Delaware Wetlands Act (7 Del. Code, Chapter 66) and the state's Wetlands Regulations (7 DE Admin. Code 7502). A 50 ft wetlands protection buffer surrounds these areas. In addition, roughly 90 percent of the campus is located in the Federal Emergency Management Agency (FEMA) flood zone. Portions of the campus around the shoreline are in the 100-year floodplain zone, as well.

BROWNFIELDS.

Another major environmental factor concerning the campus is the presence of brownfields. As defined by the Environmental Protection Agency (EPA), a brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The entire Fort DuPont site has been deemed a brownfield, thus requiring assessment at a minimum, followed by possible cleanup, if so determined to be necessary.

Currently, the Fort has been utilizing brownfields funds provided through the Delaware Department of Natural Resources and Environmental Control (DNREC) for remediation of the camps. One of the first steps in the brownfields process is identifying the 'operable units' on

the site. Brownfields sites are divided into a number of distinct areas depending on the complexity of the problems associated with the site. These areas, referred to as 'Operable Units' (OUs), may address geographic areas of the site, specific site problems, or areas where a specific action is required. An example of a typical OU could include removal of drums and tanks from the surface of a site.

Under the DNREC funding, there are 12 OUs on the Fort DuPont campus. These cover roughly 40 percent of the campus. Three of these OUs have received their Certificate of Completion of Remedy and are therefore fully cleared for any possible development. The Marina District is of particular note, as it is undergoing further hot spot delineation to determine levels of arsenic in the soil. The remaining OUs are at various stages of remediation. To date, FDRPC has received \$700,000 from DNREC's Brownfields funding. Because there is still a large portion of the campus that has not been cleared of possible contamination, FDRPC is exploring funding opportunities for remediation for the remediation of the remaining campus through the U.S. Environmental Protection Agency (EPA).

CLIMATE RESILIENCY.

Coastal communities and ecosystems around the world are expected to face increasing threats from coastal flooding events over the coming decades. This is of particular concern along the Delaware Bay coastline, which occupies a region of rapid relative sea level rise (RSLR) and is expected to experience more frequent and severe coastal storm events. At Fort DuPont numerous efforts are being made to address climate-related challenges. In regards to construction, all residential development, either new-construction or rehabilitation of existing structures must be elevated above the floodplain. Any commercial development must require appropriate flood management plans and upgrades.



FDRPC is also making efforts to improve stormwater management on the campus. The current system is in need of system upgrades. FDRPC has contracted with Verdantas, the Fort's engineering firm, to undergo an examination of the stormwater management system and explore possible federal funding sources for the necessary improvements. Another unique design feature under considering is the inclusion of an elevated bike and pedestrian path encircling the majority the campus. Although, the proposed trail will not meet FEMA levee standards, it could provide added protection against flooding and other natural disasters. Design considerations are being made due to construction costs and the presence of the National Guard on the campus and a need to circumvent their property.

Being that carbon emissions are the number one contributor to climate change, FDRPC is also committed to exploring energy efficiency strategies. For example, FDRPC has been approached by Energize Delaware to study the possibility of becoming its own electric microgrid. An electric microgrid is a small, self-contained energy system that can operate independently from the main power grid. It's made up of interconnected loads and distributed energy resources that act as a single controllable entity with respect to the grid. Microgrids can connect and disconnect from the grid to operate in either grid-connected or island mode. FDRPC, along with Energize Delaware, will analyze the ability to fit both solar and/or wind on campus.

LANDSCAPING AND OTHER COMMUNITY FEATURES.

FDRPC has implemented a number of new, land management tactics. This includes a focus on planting only native plants and trees, a tree replacement planting policy of two plantings for every one removal, and the use of pollinator gardens.

Lastly, FDRPC offers a community garden on-site to residents of the campus to reduce food costs and car emissions for traveling to purchase fresh food. Currently, there are no supermarkets and any commercial stores to purchase fresh produce in Delaware City. Therefore, FDRPC saw an opportunity with a variety of benefits in offering a community garden. The purpose of the community garden is not only to allow residents to grow their own food, but also to help create a sense of community among neighbors. Plans to expand the community garden are being developed.

Master Plan Overview

The original master plan for the Fort DuPont campus envisioned a mixed-use community including new development as well as the preservation and adaptive re-use of historic structures. The plan sought to revitalize the historic core of the fort with commercial, residential, and light industrial uses that included some infill development designed to fit in with the architecture and character of the Fort's historic fabric.

PROGRESS SINCE 2014

Officers Row – subdivided into 14 lots. Six housing units have been restored by FDRPC and 4 single-family new construction units have been developed. One lot is still for purchase. All new construction must meet Fort DuPont design and historical preservation design guidelines and standards.

Administration Building – building has been restored and repurposed and is currently utilized as the FDRPC's administration office.

Canal District – consisting of 62 lots, with 21 single-family homes and 41 townhomes. All lots have been developed and sold.

The Chapel – representing one of the most valuable buildings on campus. The chapel has received a new roof, restoration of windows, landscaping and a paved parking lot. Plans are to finish repurposing the chapel as a community center for meetings, weddings and special events.

Theater District – includes two of the most prominent buildings on campus, the theater and the post exchange. These two buildings have undergone minor facade improvements with long-term plans for redevelopment and re-use.

Quartermaster District – four high-quality brick duplexes have been renovated and modernized for residential use. All four of these units have current tenants.

Old Battery Lane – two duplexes have been redeveloped for residential use. Currently, the sites are undergoing land improvements. Upon completion, these units would be marketed as rental units. Opportunities to redevelop an additional set of duplexes exist. The reuse of the bakery and quartermaster's storehouse are in discussion. The storehouse would be repurposed for condo units and the bakery for a commercial project.

Barracks District – the Paynter building, Tildon building, and Band Barracks have had minor building improvements. The promenade has been fully remediated, with a 'meadow' feature to allow for native plant growth.

Marina Village – the proposed Marina Village residential project is in due diligence and approvals. A special use permit was granted by the Delaware City Council. Additional approvals are needed from a variety of sources. Brownfield remediation needs to be concluded, as well.

Entranceway Project Completed – a major capital project at the entranceway to the Fort DuPont campus was completed in March 2023.

A variety of other buildings on campus have received minor building improvements. The campus footprint has also shrunk from its original acreage, roughly by 136 ac +/- due to the sale of a piece of property. As of this writing, this property sale is in active litigation in the Delaware courts.

UTILITY INFRASTRUCTURE

On campus, sewer services are provided by New Castle County (NCC). The pump stations are located on-site and are maintained by NCC. Generated backups are located on campus, as well. The campus also features a waste water treatment plant, owned by NCC. The plant is located on the eastern edge of campus. Currently, it is assumed that the plant will remain at this location.

Water services are provided by Artesian. There is a physical water tower located in the 'Light Industrial District' of the campus. Although FDRPC owns the land the water tower is located on, the actual tower is owned by Artesian. However, there may be an opportunity to consider updating the physical appearance of the water tower (e.g. painting, logo placement, American flag display, etc).

The historic core of the campus operates on a legacy stormwater management system, developed in the 1940-50s. There is an extensive underground stormwater management system, featuring a pump house, that is vitally important to the flood-prone campus. Water from the pump house is pumped across the promenade to the Branch Canal. However, as noted earlier in the document, this system is in need of substantial upgrades.

In the Canal District, a new stormwater management system was engineered and installed during construction. The district now features a variety of new stormwater management, including bioretention basins. Bioretention basins are landscaped depressions or shallow basins used to slow and treat on-site stormwater runoff. Five (5) are planned on campus and range in completion status.



Bioretention Basin 3 – Early Stages



Bioretention Basin 2 – Partial Completion



Bioretention Basin 1 – Fully Completed

Electricity infrastructure varies by district on the campus. In the Canal District, all residents are individually metered to Delmarva Power. However, the remainder of the campus is only on one meter. FDRPC must individually bill each user every month, expending extensive staff time doing monthly readings. This current system has a lot to be desired. Therefore, FDRPC is exploring options with Energize Delaware to determine if the campus would be an appropriate site for an electric microgrid system, as previously discussed in this document.

Fort DuPont Master Plan 2024

This land use planning effort uses the FDRPC’s mission and vision as guidance to evaluate the current master planning efforts and future opportunities for development, redevelopment and preservation on the Fort DuPont campus. The Land Use Planning Committee developed some Key Principles through the 2023-2024 efforts to re-envision the campus master plan. These Key Principles should guide future preservation, redevelopment and development on the campus:

KEY PRINCIPLES:

- Environmental stewardship and climate resiliency.
- Preservation of historic structures and landscapes through adaptive re-use.
- Mixed use development and redevelopment of historic core of the campus.
- Enhance access to the water.
- Preserve and enhance view-sheds from the campus to the water.

FUTURE LAND USE AREAS

The following future land use areas were developed to provide guidance to the Board and others regarding development and redevelopment on the campus.

Residential Area: This land use category is to be comprised of mostly residential land uses, including single-family detached, townhomes, multi-family units such as apartments or any combination. The Master Plan places the Canal District of new single family detached and townhomes in the Residential Area. Also included is the Marina Village Opportunity Area, which is currently vacant land but proposed to be a new residential development. Officers Row, comprised of a combination of revitalized historic homes as well as new infill residential housing is also included. Finally, the Residential Area contains vacant townhome lots along Old Elm Avenue which can be developed in the future.

Marine Mixed-Use Area: This land use category is to encourage commercial, residential, hospitality and other uses while providing access to and views of the Branch Canal and the Delaware River. Marinas and water access are encouraged in this land use category. The Master Plan assigns this area to the Marina District Opportunity Area. See the next section for more details.

Open Space/Recreation Area: The intent of this land use area is to preserve and protect sensitive environmental features on the campus, including shorelines, woodlands and wetlands, while also enabling the access to and use of these areas for recreational purposes. This land use category is also assigned to more formal recreational open space areas on the campus to signal their protection and continuous use as open space features. The Master Plan assigns this category of land use to the Parade Grounds and the existing boat ramp, as well as to the large areas of shorelines, wetlands, woodlands and floodplains on the campus along the Delaware River and along the southern portion of the campus.

Mixed Use Area: The mixed-use area is intended to encourage adaptive re-use and infill development in the core of the campus. Historic structures should be preserved. New development should be constructed on infill sites in compliance with architectural standards so that it is compatible with the character of the historic areas of the campus. A variety of land uses are expected, including residential, commercial, institutional, recreational, and active “maker” spaces such as art galleries and studios and the like. The goal is a diverse, walkable urban campus environment that provides employment and services for residents and visitors. The central core of the campus is assigned this land use. There are also two significant Opportunity Areas in this category, the Parade Ground Frontage and South Field. See the next section for more details.



Active Recreation Area: This land use category is intended to reflect an area where active and passive parks and recreational amenities can be located. These amenities may include facilities and fields for sports and active play, and also facilities like lawns, gazebos and amphitheaters. The Master Plan identifies this land use for one Opportunity Area in the central part of the campus near the Delaware River, see the next section for more details.

Light Industrial Area: This area is suitable for light industrial uses such as warehousing, storage, very light manufacturing, and public and private utilities. The Master Plan assigns this land use category to one Opportunity Area including the existing cold storage warehouse and some adjacent lands, see the next section for more details.

Please note: All new construction on campus must adhere to the Fort DuPont Design and Historic Preservation Guidelines and Standards. These guidelines are available on the Fort DuPont website at: <http://fortdupont.org/residents>.

Opportunity Areas

The master planning effort identified six Opportunity Areas. These areas are defined as portions of the campus that have future opportunities for development and redevelopment. The Land Use Planning Committee focused its efforts on discussing the future of these areas and how they should be developed in the future to enhance the campus and create a true mixed-use community where one can live, work and play. Below is a discussion of each area.

AREA 1: MARINA DISTRICT FUTURE LAND USE: MARINE MIXED-USE

Narrative: Currently these lands are the site of a dredge spoil pile owned by the US Army Corps of Engineers. FDRPC is working to acquire this parcel. Should this parcel be acquired the future use will be mixed use and water access. The previous master plan envisioned this as a full-service marina and commercial district with water access and views. While the original vision may prove to be infeasible due to costs and other factors, the FDRPC should explore alternative methods to provide water access and some marina facilities that will serve as a community amenity and a catalyst for new commercial activities on the site such as restaurants, retail, and possibly lodging. Some residential uses, such as condos above retail, should also be explored in this area. This area should be designed around water access, both physical and visual, and contain amenities that draw residents and visitors to enjoy the water views. A riverwalk and other public amenities have been proposed.

Other Considerations: The property must be acquired by FDRPC from the Army Corps of Engineers.

The dredge spoil site use must be relocated. In other words, a new location for dredge spoils must be identified.

The spoil materials currently on the site must be relocated to allow for site grading and construction of new marine and commercial uses.

AREA 2: MARINA VILLAGE FUTURE LAND USE: RESIDENTIAL

Narrative: This site is proposed to be a future residential development containing 160 stacked townhouses. The FDRPC is under contract with a developer for this project, and is seeking to obtain the necessary approvals and entitlements to complete the sale and allow the development to proceed. In order to continue in good faith as per the contract the future land use will be residential and the approval process will continue. However, there are some challenges with gaining approvals from various federal, state and local agencies. Should the currently proposed plan fail to obtain approvals the FDRPC should carefully evaluate assumptions and expectations about the site. A different residential proposal may be appropriate to consider at that time, or the FDRPC can consider other uses and revise the master plan accordingly. Any future residential, or other, development should focus on urban and landscape design that prioritizes community open space and view sheds to the river.

Other Considerations: Good faith efforts to obtain approvals will continue.

Federal 6F protections on the land must be altered prior to any future use of these lands other than recreation or open space.

Environmental remediation of brownfields and “charging” the site to bring the grade above floodplain are necessary to make this a developable site.

Should the current proposal not come to fruition, ensure new design includes community open space and views to the river.

AREA 3: ACTIVE RECREATION FUTURE LAND USE: ACTIVE RECREATION

Narrative: This portion of the campus is centrally located between the historic mixed-use core and the more natural open spaces areas along the Delaware River and the southern portions of the campus. It has been identified in the previous master plan as a location for active recreational amenities and a more structured outdoor recreational space. There have been some plans already created which envision a community gathering space and recreational area with pavilions, sports courts, more structured trails and sitting areas among other amenities. This area also includes the lands behind the theater and PX buildings, an area that may lend itself to a larger amphitheater and/or a flexible open space capable of hosting a variety of events and performances. This area also can serve as a trail head with access to the proposed bicycle trail and other trails through the campus's natural areas.

Other Considerations Revisit and finalize the park planning study that has been started. Engage the community to determine which alternative plan and amenities are desired.

Coordinate park design and construction with the proposed bike trail and levee.

AREA 4: PARADE FRONTAGE FUTURE LAND USE: MIXED USE

Narrative: This parcel is approximately 18.5 ac +/- that fronts on the parade ground. This site is large enough to construct a new building or buildings that mimic the three-story Paynter building in mass and square footage. The architectural design and massing of any new building(s) will be an important consideration because of the prominent location fronting on the parade ground, which is the campus's signature open space and defining feature. The use any future building will depend on market conditions at the time, so this master plan identifies these lands as mixed use. In keeping with the pattern of the historic core of the campus, the uses may include residential, office, or commercial uses and possibly all three in the same structure. It is also noted that this area is the low spot on the campus and that stormwater management infrastructure is present that will need to be preserved and enhanced as a part of the site design for new construction.

Other Considerations Architectural design and massing will be very important.

Complete stormwater management design and possibly even construction before considering new building design and location. In other words, ensure that there is enough room on the site for stormwater management first and then design the buildings accordingly.

AREA 5: LIGHT INDUSTRIAL DISTRICT FUTURE LAND USE: LIGHT INDUSTRIAL

Narrative: This area of the campus currently includes a variety of light industrial uses. The northern most of the two parcels contains an office building and cold storage warehouse. These structures are currently used by the State of Delaware Government Support Services, but that organization will soon vacate these structures once their new facilities are available. The southernmost parcel includes a water tower owned by Artesian (and used for the campus water supply) and several small structures used for storage. The intent for this area is the continue the light industrial uses that are currently in place, notably the cold storage warehouse. The FDRPC intends to maintain that structure as-is and lease it once GSS vacates it. This will provide an important income stream for FDRPC. In addition, there is enough available land in this area to support the construction of additional small-scale light industrial or storage related land uses. This may provide additional income streams for the FDRPC and provide the possibility of some employment on the campus. This area is adjacent to the Delaware National Guard facility, which will remain. Light industrial and storage land uses will be compatible with that facility and the location in the southwest corner of the site will concentrate truck traffic in this area.

Other Considerations This area is in a low spot on the campus and as such stormwater management should be considered as a part of any plans to build additional structures.

Only light industrial uses should be considered for this site. The location of this area is near the mixed-use core of the campus which includes residential uses. As such, only uses which do not have significant traffic, noise, dust and emissions should be considered. Warehousing and storage are obvious examples of the type of light industrial

uses acceptable. Small scale manufacturing, workshops, repair, or contractors' establishments may be acceptable as well.

Design guidelines should be applied to any new development so that light industrial structures are compatible with the architecture of the site.

AREA 6: SOUTH FIELD

FUTURE LAND USE: MIXED USE

Narrative: The South Field is perhaps the largest potential site for new development left on the campus. It is similar in size to the Marina Village area. It is directly adjacent to the historic structures that make up the mixed-use core, and bordered by the Light Industrial District to the west and environmentally sensitive open space areas to the south. More than half of the South Field is currently protected by the Federal 6F protections, which limit the land use to open space and recreation. The current proposal for a revised 6F boundary still impacts roughly a third of the developable area of the site. The Land Use Planning Committee considered a number of potential uses for this site, including exclusively residential (similar

to Marina Village) and light industrial (consistent with the original master plan). The committee felt that the best future use will be a mixed-use plan that contains a variety of commercial and residential uses, designed to mimic and enhance the historic mixed-use core of the campus. This approach will be harder to market and require a more creative development approach. However, the committee feels that this is the best chance to enhance the quality of the campus core and lead to a campus filled with unique and diverse uses.

Other Considerations In order to ensure that new development on the South Field contributes to the historic character of the campus's mixed-use core, careful urban design and architectural design will be important.

A design charrette and market study to consider infill opportunities in the core and new development opportunities on the South Field would enhance the marketability of the campus.

The current 6F protections will limit new development to a very small portion of the South Field. Revising the 6F protection areas on the campus will be a prerequisite to marketing the site for development.

Conclusion and Next Steps

The 2024 update to the Fort DuPont Master Plan was developed by the Land Use Planning Committee and is guided by a set of key principals. The master plan implements these Key Principals by:

Environmental stewardship and climate resiliency.

The Master Plan identifies and protects core open space areas and amenities including the Parade Ground and the boat ramp. The plan also protects the shoreline of the Delaware River and the associated woodlands and wetlands along the eastern and southern portions of the campus. The plan also addresses climate resiliency efforts, including the elevated bicycle trail, stormwater management improvements and future consideration of renewable solar energy for the campus.

Preservation of historic structures and landscapes through adaptive re-use, and mixed-use development and redevelopment of historic core of the campus.

Throughout the master planning process the campus's historic buildings and landscapes were identified as among its most important assets which identifies its sense of place. The Master Plan identifies the central core of the campus and the buildings in it for preservation and adaptive re-use. It is recognized that the historic structures provide tremendous opportunities for redevelopment because of their character, but that they also present challenges based on their age, condition, and original configuration. The plan addresses this by encouraging a mixture of uses in a compact, walkable setting in the core of the campus enabling flexibility when responding to the market for new uses. Historic structures throughout the campus are to be similarly preserved and redeveloped, and infill development is to be architecturally consistent with the historic character of the campus.

Enhance access to the water and preserve and enhance view-sheds from the campus to the water. The Land Use Planning Committee identified access to the water as one of the greatest unrealized opportunities on the campus. The campus is situated with the Branch Canal to the north

and the Delaware River to the east, and although it contains a boat ramp there is no direct access to the water. The master plan identifies the Marina District as an important opportunity to provide marina amenities and public open space to allow access to the Branch Canal as well as the Delaware River. In addition, the centrally located Active Recreation area will serve as a trail head and provide access to the trail system and shoreline access along the Delaware River. Views to the river were also important to the committee, and the master plan encourages urban design strategies that allow views of the water. This is particularly important in the design of the Marina Village area and in any redesign of residential uses in the Marina Village area. In addition, the elevated bicycle and pedestrian trail is expected to provide some views of the water.

NEXT STEPS

- Board approval of this Master Plan.
- Subdivision of the campus, to allow for sale or transfer of individual parcels and structures as opportunities for re-use and development arise.
- Continue to pursue critical infrastructure projects on the campus to ensure that the Opportunity Areas are ready for development, redevelopment and adaptive reuse. Important projects in the short to medium term are:
 - Bicycle and pedestrian trail
 - Stormwater management improvements
 - Canal revetment
 - Sewer infrastructure and road improvements, Old Battery Lane.
- Continue to seek new uses for historic structures and infill on vacant lots throughout the campus.

This master plan will be in effect at the discretion of the Board of Directors of the Fort DuPont Redevelopment and Preservation Corporation. This master plan may be changed or amended in the future by the Board.

Appendices

LAND USE PLANNING COMMITTEE MINUTES

- 2024-5-23 Meeting Packet
- 2024-3-26 Meeting Packet
- 2024-2-27 Meeting Packet
- 2024-01-23 Meeting Packet
- 2023-10-24 Meeting Packet
- 2023-09-26 Meeting Agenda

DELAWARE CITY PLANNING COMMISSION

- 2024-7-1 – Meeting Agenda

DELAWARE CITY COUNCIL

- 2024-7-15 Meeting Packet

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION BOARD MINUTES

- 2024-08-14 Board approval of Fort DuPont Master Plan 2024



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

Fort DuPont Redevelopment and Preservation Corporation Land Use Planning Committee

May 23, 2024 – 9:00 a.m.

DNREC Offices
2540 Colter Road
Delaware City DE 19706

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Land Use Planning Committee Meeting of March 26, 2024
4. Brainstorming, Idea-gathering and Wrap-up
5. Development of Draft Future Land Use Plan
6. Executive Session (if needed)
7. Action to be Voted Upon from Executive Session (if needed)
8. Adjournment by 11:00 a.m.

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
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 March 26, 2024 with Chair David Edgell presiding.

CALL TO ORDER

Chair Edgell called the FDRPC Land Use Planning Committee meeting to order at 9:02 a.m.

COMMITTEE MEMBERS PRESENT

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

COMMITTEE MEMBERS ABSENT

Mr. Michael Tholstrup (Delaware State Parks (DNREC), Ex-officio, non-voting)
Mr. Rony Baltazar-Lopez (Secretary of State, FDRPC Board of Directors)

STAFF MEMBERS PRESENT

Mr. Tim Slavin, FDRPC Executive Director
Mr. Shane Martin, FDRPC Construction Manager

OTHERS PRESENT

Mr. Chris Castagno
Mr. Steve Gorski, Verdantas

APPROVAL OF MINUTES - FDRPC LAND USE PLANNING COMMITTEE MEETING OF FEBRUARY 27, 2024

Mr. Konkus moved for approval of the FDRPC Land Use Planning Committee meeting minutes of February 27, 2024. The motion was seconded by Ms. Naval and unanimously carried.

BRAINSTORMING, IDEA GATHERING, DISCUSSION OF OVERALL GOALS AND ALIGNMENT WITH THE STRATEGIC PLAN

Mr. David Edgell, Chair of the Land Use Planning Committee, reminded members that they had a solid start at the previous meeting and noted that he was hopeful that they could refine it and establish a path forward. He reminded members that they discussed various topics, scribbled notes, and identified important aspects of the campus. Some questions were raised, and while they found answers, some areas still need further clarification. Mr. Edgell reviewed a new map which consolidated the ideas from the previous meeting (**Exhibit #1**), as follows:

- The Opportunity Areas, or sections of the campus that have the potential for further development or redevelopment, are numbered 1 through 6 on the map, as follows:
 - Area 1 – Spoils Pile. The parcel is not yet owned by the Fort Corp, but the process to acquire it is underway. The current master plan identifies this area as a marina and commercial district (hotel,

restaurant, retail, etc.). Members offered the following with regard to the desired future use of Area 1:

Mr. Edgell noted that Area 1 is not in 6F and it contains dredge fetched material which was originally intended for the berm for the trail. He also advised that the cost to construct a marina is very high but it is an original vision that is worth keeping in the aspirational plan. Mr. Konkus stated that there were many ways to construct a marina and digging into the soil was probably the costliest.

Mr. Slavin noted that there was an opportunity for connectivity around the perimeter of the campus. When designing the trail to go around the campus, it would stop somewhere up near the water treatment plant and then the promenade along the revetment on the canal and it stops at that landing area. So somewhere between Area 1 and Area 2, there's a moment where they can connect the dots. Mr. Edgell pointed out that the current plan with Marina Village residential has no trail that runs through to number 1. It follows a road network like an on-sidewalk type of a path.

Mr. Konkus asked what would have to be done to build anything in Area 1. Responding, Mr. Gorski advised that it could be compacted well enough to provide the protection needed for the levee. He noted that part of it is just compacting and there is a clay ledge that is very compressible. It would need to be overburdened over time, like the plan was for the Marina Village residential piece. Mr. Gorski stated that they would bring in soil, let it sit, and with wicks, and wick drains, you can get it to compact and get the liquidity out for the soil to be more suitable.

Mr. Konkus asked, after all the permitting is done, how long it would take before final construction could begin. Mr. Gorski, noting that they did not do the geotechnical work, estimated it would take 6 months to a year. He stated that he would have to look at the models for what is underneath the big pile, which is its own overburden in a way over the many years it's been there. Mr. Konkus stated that they had to do 18 or 24 months for the connector trail out there.

Regarding spoils, Mr. Slavin advised that a concern from the Army Corps of Engineers is that if FDRPC assumes ownership of Area 1 without utilizing the area for spoils, it will cause displacement. Consequently, the spoils would need to be relocated elsewhere, potentially affecting the maintenance of the branch canal and adding cost.

Mr. Konkus stated that there were other spoils areas just down river where they could pump. He advised that the branch canal is hand-dug to a 10-foot depth, and the branch canal proper remains at that depth. What typically needs dredging is the area that was cut off when they initially opened up the canal. Originally, this canal was not constructed as a sea-level canal; it had four locks that halted water flow, thereby preventing sediment accumulation. However, upon converting it into a sea-level canal, sediment now accumulates at the city dock, necessitating almost annual dredging. While the spoils site was present, the sediment could be efficiently pumped over, significantly reducing dredging costs. Mr. Konkus emphasized that when the dike or levee (bike trail) is built, a permanent pipe could be installed in the dirt pile. This line would maintain the same distance from the dredge working in the canal, allowing it to tap into the pipe and run down to the outbound route towards the current C&D canal. This is possible because there's an extensive spoils site there owned by the Army Corps of Engineers, who would obviously have an incentive to help.

Mr. Konkus stated that dredging in Delaware City has historically been funded by the state through the waterways section. The last time the state dredge was there was in 2009, and it spent almost

seven or eight months on-site between breakdowns attempting to complete the dredging work using their own dredge.

Mr. Slavin noted that the permanent pipe solution is just one option. Mr. Konkus responded that they always lay temporary pipe out in the river and pump it up, but that adds significantly to the cost every time you use it then there's a much larger incremental cost. Mr. Slavin advised that some of those areas out by the C&D are being used currently for spoils and even down the canal by the Corps of Engineers for dredging that's taking place way up river. Mr. Konkus noted that the spoil site at the upper right-hand corner was used this past fall and it was filled up pretty fast by dredging that was done up about two miles south of the Delaware Memorial Bridge. They were pumping the 12 miles with two booster pumps to keep it flowing and then stuff gets in and clogs one booster pump and blows apart the pipe and it just increases the cost and the time.

Mr. Konkus cautioned that no matter what they do regarding a marina, there is an inside bend where Area 1 is to the canal and that inside bend water moves much slower, which means sediment falls off much faster on that inside bend than on an outside bend and will have to be dredged frequently.

Mr. Edgell stated that, with this plan being a vision for five years or ten years in the future, and if the board continues with the steps to acquire the property, the assumption is that they would continue the exploration of the soils and the details of this dredging aspect as part of that whole acquisition. If a marina never comes to pass, that site is really the site that's got the commercial potential for water views and other things on that site. It could be everything but the marina, you know, restaurant, conference center, retail, etc.

Mr. Edgell recapped that there are some challenges related to dredging, spoil sites, soils, and ownership of Area 1 that would all need to be addressed before they could realize a vision for its future use. However, if they can overcome these challenges, the potential for some form of marina, water access, or commercial utilization of the water is highly appealing and aligns well with the overall vision for the campus.

Mr. Slavin advised that this redevelopment started 15 years ago when Governor Markell's charge was a higher and better use. If you look at the current use of Area 1, there's a higher and better use for that parcel of land than to use it for spoils.

- Area 2 – Marina Village. This area is the site of the proposed Marina Village housing development (130+/-stacked townhouses). The project is going through the approval process now, but there are some delays and permitting hurdles. Members offered the following regarding the best future use of Area 2:

Mr. Lutz asked if this was the right time for rebranding Area 2, noting that calling it Marina Village could pose legal problems if a marina never materializes, since people may have purchased units under the belief that a marina would be constructed.

Mr. Slavin advised that Area 2 is all under section 6F and if they want to release that protection, it would have to be a like-for-like trade, such as the parade ground or the Southfield parcel.

Mr. Edgell advised that half of Area 6 is currently in 6F and the swap would only give them so much residential with part of it being in 6F in the future.

Mr. Slavin noted that if they want to clear both Area 2 and Area 6 out of 6F, they would be out of land to swap and they do not have enough land to swap back into 6F so compromises will have to be made on one or both parcels to make that work.

Mr. Edgell advised that the 6F swap clears the way for Area 2 to be Marina Village by releasing the protections there and putting them in other areas. He noted that all of Area 3 is in 6F and would be indicated in green on the next map and would show it as active recreation with the trail, some of the bunkers, and the State Parks amenities drawn in to tie it together more.

Mr. Konkus advised that Matt Chesser, a DNREC employee, led the board through discussions of what they envisioned, and that included the Sasaki Plan. He noted that both parcel two and parcel three, according to the plan, create a multi-use recreational field along the Delaware River. A major component of the future of the fort. The plan depicts a complex of multi-use fields, tennis courts, and other open areas. In the original plan, Area 2 was never designed as housing. In fact, it was so not designed that one of the things Matt Chesser did with the first executive director was lead them through a study and they came up with a plan that said no view from Wingate Road should be obstructed to the river. Mr. Konkus noted that subsequently they have different leadership, and now that view is going to be obstructed. But that seemed to be a cornerstone of the very first board of directors. In fact, it was before the governor had appointed the board of directors properly.

- Area 3 – Park Amenity Area. This area has been planned as a centrally located site for active recreational amenities, a park if you will. It is also now and will likely remain restricted to these uses due to 6F protections. Members offered the following regarding Area 3:

Mr. Konkus noted that they had never discussed a future layout of Fort DuPont, particularly concerning the bunkers located within the parkland. Mr. Edgell responded that these bunkers had been designated with blue dot placeholders as resources on the site. He emphasized their historical significance and their location within the 6F protections, as well as the environmental considerations. Mr. Edgell expressed his belief that the bunkers were intended to be preserved and utilized as open space. He also noted that they can be recreational with amenities designed around getting people to them, in them, and on them. So, the park in area 3 is an intentional playground, structured space, and parking lot. Mr. Konkus suggested, for State Parks planning and management, that future maps indicate the bunkers as a special area so they know how far south it goes. He also noted that the bunker area blends into Area 3. Mr. Edgell summarized that the park is not only in Area 3 but goes beyond and through this area, including the trail that is going to circle the campus with the berm, which will be a feature that attracts as many people as, perhaps, the theater district, throughout the day and night.

Mr. Slavin asked Mr. Wise what State Parks envisions when they look at Fort DuPont State Park and if its footprint in its area of responsibility expands or stays the same. Are the park amenities that FDRPC is planning for active recreation something they would want to be involved in operating or would they want to maintain their own level of operation. Members also discussed the impact on State Parks revenue, noting it would be minuscule.

Mr. Wise replied that the new amenities and whether they would be involved or if they were asked to help maintain it would be negotiable. He noted that the green area at the top of the map has three to four trails that run from Fishing Point back around the bunkers that they maintain when it is dry enough.

Ms. Bedwell emphasized the importance of the whole network of open spaces, that includes the trail along the canal, the small canal, as well as the trails to the bunkers and making a loop and making those connected eventually with good signage that tells you, there's more this way if you keep going.

Mr. Edgell stated that open space, connected network, and active amenities seemed to be the path forward for Area 3.

- Area 4 – South West Parade Frontage. This undeveloped parcel fronts the Parade Field. In the current master plan, it was proposed to be a large building to match the others, potentially office. At our meeting last month, we spent some time also discussing the need for some portion of this parcel to be used for stormwater management infrastructure. If an additional building could be constructed here, what would the use be?
- Area 5 – Cold Storage Warehouse. The current tenant is scheduled to vacate the cold storage warehouse. There is also the GSS building out front, which is an office space type of a structure. The area surrounding the warehouse contains enough land to allow for additional development. Members offered the following regarding the types of development that would work well in Area 5:
 - This might be a good area for small shops, small light industrial, or artisan worker spaces.
 - The existing warehouse could expand or another storage facility could go there.
 - A non-profit use, such as a food bank or something similar, could use the cold storage space.
 - Informal conversations indicated they would have no problem filling the refrigerated space. Half of that building is at zero degrees 24 hours a day.
 - Cisco has expressed interest in the building. Concern was expressed regarding vehicles navigating what is already a tight corner and grading the entry once the berm is in. Having a limit on what kind of trucks can come in based on the grade and correcting the berm were discussed.
 - Short to mid-term the building will be used as it is and there might be opportunities on this parcel to double down on that use. Truck access is something to consider.
 - The cold storage building is owned by the FDRPC with no mortgage on it at all.
 - The unnumbered parcel between Area 5 and the National Guard parcel is owned by the FDRPC and has an Artesian water tower on it. Artesian could potentially lease the lot.
 - Interest was expressed in having the water tower painted with a Fort DuPont graphic.
 - The unnumbered parcel could also be good for industrial once the berm question gets solved.
- Area 6 – South Field. The current master plan identifies this area for light industrial use. It also identified it as a site for future DNREC buildings, which may not come to fruition. Recently there has been interest in residential development on this part of the campus. Members offered the following regarding the land uses that would be most compatible with future growth of the campus in Area 6:
 - Residential development would work well here and it would almost be not a mirror image but something similar in scale or it could be something totally different. Light industrial, residential, mixed use, or some other thing could also work.
 - The use could be something that helps with the downtown feel of the middle piece and expands that a little bit more. A mix of residential with some commercial space is a nice mix, especially

in a walkable community where people want to walk out their front door and walk to a coffee shop or an event space.

- It does have road frontage and there's already some structures on that side of the street which may provide potential to fill that out into a mixed-use commercial type of street with residential behind it. It balances the heavy residential side on the canal nicely as well. Kind of like two neighborhoods that come together in the middle.
 - The extension of the town center is a great idea.
 - Light industrial would be an eyesore that would not match the campus and would detract from the property as a whole.
 - Looking at energy needs and energy infrastructure, Area 6 could potentially be a place for some solar by taking advantage of some of the strips of space that you have, the existing rooftops. If you're building a pavilion structure, there's an opportunity out here to create some of that and to allow residents to buy into that as an option for their energy consumption.
 - Distribution space as one of the facets of light industrial may include warehouses that would be built near the roads and infrastructure to provide an in and an out scenario. Accessibility, cost of transportation, and other considerations make light industrial less feasible.
 - Architecturally, it's not the right mix of building for what is being created on the campus. It's all in the HPR and it's part of the National Register District, so anything that would be built would have to comply with design guidelines.
- Areas designated in green on the map are open space and recreation and will not be discussed for future residential, commercial, or other types of development. It was noted that the green area connects on the bottom left of the National Guard.
 - Areas designated white with black outline, the National Guard and the New Castle County Wastewater Treatment Plant, will remain the same.
 - Area designated in yellow is the Canal District and new residential and will not change. There was some discussion regarding the 13 lots along Old Elm Avenue. At one time, a plan was proposed with architectural renderings of three-story townhouses that never came to fruition.

Ms. Bedwell noted that she thought the lots should be residential and that the scale was appropriate across the parade ground at two or three stories. She recalled that the renderings were similar to the newer construction townhouses along Clinton Street, with the second level balcony overlooking.

Mr. Castagno advised that the original idea was an attempt to preserve what was there and the Fort DuPont Corporation engaged Architectural Alliance to develop these plans. He noted that it was very heavy in the architectural aspect, making it very difficult to market because of those constraints. Mr. Castagno noted that it would add significant architectural value to the campus.

With regard to the yellow area, members agreed with the following:

- The yellow area would remain residential.
- Architecturally, whatever is fronting on the Parade Ground should contribute to the overall historic look and feel of the campus.
- The subdivision into 13 lots could be re-subdivided in the future.
- There are open space areas in the Canal District that are not indicated on the map. The triangle that is indicated in green is being added to the 6F lands.

- There is interest in seeing the previous plans and proposals. Rent rates and documentation will be shared with the committee.
 - Anything other than residential in this area would be problematic as people bought lots under the assumption that it would be a residential area.
- The area designated in blue is the core, mixed-use, “downtown” area of the campus. Located in this area are historic structures that can have many different uses, buildings that are being marketed for a wide range of potential tenants, possible residential or commercial uses, and artisan work spaces or educational uses. There is some vacant land for lots that could be residential, there are duplexes that are being completed now, and there is room for more duplexes.
- The theme of the last conversation was to focus on the importance of flexibility in approaching adaptive reuse, recognizing its challenges. Emphasis was placed on preserving older structures, maintaining their historical integrity, and identifying suitable uses for them that complement the surrounding spaces. The goal is to revitalize the campus's downtown area through integration of these elements.
 - Potential uses in this area are a bakery, a coffee shop, a brewery or distillery, some commercial activity, some walkability, a place where you can just walk across and get a cup of coffee, a bagel, or a sandwich. There is also potential use for some of the structures which are in need of some repair.

Ms. Bedwell thought that switching from office to apartments in the hospital building might be a good thing to activate some space and then it mirrors what is across from the parade grounds. She noted that the area needs more 24-7 energy. Ms. Bedwell suggested that something as simple as a coffee shop is not sustainable until there is a certain threshold of residents or office workers that can support a small business. Mr. Lutz noted that development of the campground would help provide a customer base for Fort DuPont.

Responding to Ms. Bedwell, Mr. Slavin stated that all of the buildings in the core area, regardless of their current condition, will be renovated. He noted that they could not demolish anything without compromising the integrity of the National Register, which makes them eligible for tax credits on all the other properties.

Wanting to continue to support Clinton Street businesses in Delaware City, Ms. Bedwell suggested that there could be destination businesses that supplement rather than detract from those businesses and bring more energy to the whole area. For example, an artisan bakery could support themselves if they sold to businesses elsewhere.

Mr. Edgell noted that they were revisiting the master plan that was done 10 years ago and envisioning what the next 10 years or more may look like. There will be many phases and steps for them to achieve these visions. Mr. Edgell stated that the campus has made great progress in the last decade. He noted that he absolutely understood the need for critical mass; however, he did not think there were many other ways to mix this area up besides saying it will have to be somewhat opportunistic. It will include structures that are challenging to renovate and fill, and it may have uses that have not been thought of yet. Mr. Edgell suggested that they cannot predetermine that one property will be commercial, another residential, and another office. It may need to evolve over time.

Mr. Konkus reminded members of the significant role the theater district plays in the town center's development, emphasizing the importance of the theater. He suggested that prioritizing the development of the theater before pursuing other avenues might have been more beneficial. Mr. Slavin added that they are gradually improving the chapel and theater as finances allow.

Mr. Konkus also highlighted the community's strong concerns about apartments, noting that Delaware City has implemented zoning laws against them. Ms. Bedwell advised that she would like to challenge the zoning restriction against apartments, noting that she has professional experience in that area. She stated that things have changed quite a bit and people need affordable places to live. There are a lot of seniors that might want to stay in this community who would need an elevator or apartment building to live in rather than going somewhere else.

Mr. Castagno advised that any national demographic studies will show the need for a mix of housing stock to support the continuation of life. Whatever stage, it is either an affordability issue or an accessibility issue. The rest of the world is going in that direction and there is an information gap here that would need to be more effectively communicated. Mr. Edgell suggested that there could be adaptive reuse of the larger buildings for condos or apartments, noting that the FDRPC is not closed off to the idea and it has definitely been a part of the conversation. He noted that the zoning is part of Delaware City's land use approval purview so they have to work together.

Mr. Konkus proposed an idea inspired by a recent visit to Annapolis: a boutique hotel with a small conference center. He acknowledged uncertainty about its marketing and feasibility, but considered it to be a viable option. Mr. Konkus emphasized the importance of actions being suitable, sustainable, and acceptable to stakeholders. He suggested that such a venture would align with the interests of the residents on both sides of the canal and Delaware City officials. Recognizing the importance of being open to opportunities, he suggested that seizing such opportunities could significantly enhance the district, attract more businesses, and increase critical mass.

Mr. Edgell advised that they may have some places that might fit for attracting people into the campus as a destination. Coming to plays, musical performances, coming for a conference or for a stay, you visit Delaware City and maybe you stay here and you visit Clinton Street, you visit Fort Delaware, or ride the bike trail. Mr. Konkus noted that they don't detract from the commercial, historic district in downtown Delaware City, in fact, they complement it. Mr. Edgell stated that downtown Delaware City is a historic main street, but there is more space at Fort DuPont for certain uses that may not fit in the footprint of downtown Delaware City, which is very tight.

Ms. Bedwell noted an interesting corollary of working on a project in Chestertown, Maryland. She advised that they were doing a master plan for the historic downtown and they are considering the possibility of two boutique hotels. One in the old armory building and one at the Marina restaurant that was fire damaged and had some issues. She thought one was 60 and the other 42 (rooms) and they are working in concert with one another. The one hotelier brought in the other one.

Mr. Lutz suggested that they not be so prescriptive when thinking 10 years ahead and that they stay flexible because some of the buildings do not have 10 years to wait. He advised against pigeonholing them so tightly that it limits what they could become in the future. Mr. Lutz agreed that the theater district was key, along with the park amenities. He noted that a little bakery where he used to live stayed open later and they did a great business because people would come to the park and go over and buy a drink or a cheese plate or something while the kids were playing in the

park. Mr. Lutz thought the park amenities would drive some of that business as well, assuming that the business owner keeps late hours. There are many other factors, in addition to the theater, that could attract foot traffic to these smaller businesses.

Mr. Slavin commented on some of the influences at play in the discussion, as follows:

- The original master plan designated the larger buildings as office institutional use. However, the current market indicates a significant surplus of such spaces. This is compounded by the fact that Delaware City is a bit of an island and is isolated for some operations. Additionally, there are not enough amenities to support a workforce around it.
- While residential conversion of the larger buildings could be a solution, some pushback arises from the desire to maintain a mixed-use community as originally planned. Selling everything for residential use provides one-time income but does not leave a sustainable source of income. Leasing spaces could offer a long-term solution, considering the corporation's ongoing fiduciary responsibilities for common areas and some of the buildings and grounds.
- There is pressure to design events and businesses that do not detract from a downtown that really needs support. This demographic could potentially be a significant boost for the downtown area, but it does not necessarily have to be exclusive to that location. Overall, it is challenging to balance these considerations when planning the area. We can be selective and work in coordination, but must try juggling all these factors when talking about these areas.

Mr. Lutz asked if an analysis had been done to determine the break-even number to provide ongoing support for the FDRPC. He noted that mixed use doesn't have to be a huge building of commercial, it could be a building of apartments and smaller commercial units.

Responding, Mr. Slavin advised that the break-even number has not been determined because they have large parcels of land they haven't decided on yet. For example, the FDRPC could build out Southfield and then lease warehousing space or light industrial space. The bigger buildings could be built out by the FDRPC and then recapture the costs plus additional income through leasing or they could be fee simple sales. Mr. Slavin noted that without knowing those key pieces, it would be hard to build that pro forma.

Mr. Castagno suggested the possibility of mixed use in buildings for different housing stock. As an example, some of the larger buildings could also have condos or apartments in certain areas for rent or sale. It could be a benefit for all the needs discussed.

Mr. Edgell advised that the property to the west of the buildings on Colter Road was shown on the last conceptual plan as a building roughly the same size as the Governor Bacon building as a placeholder for new construction. The idea was an office institutional type of use, which is not really marketable right now. There are environmental factors to consider such as stormwater management and some infrastructure where the pump is currently located, but there is definitely room for another building of some sort. This parcel could be a mixed, opportunistic use, such as the boutique hotel. It could be a commercial use on the first floor and condos or apartments on the second and third floors. Mr. Edgell noted that there are also calls for senior housing. Because the western part of that property is the lowest part of the campus, there may be a need for a berm to build the property up. Any construction is going to have to be flood proofed and raised.

Mr. Edgell advised that, with Mr. Gorski's assistance, they would create a higher-level conceptual plan with fewer graphics. He suggested possibly having several sheets such as an open space environmental

sheet, view sheet, 6F sheet, and a vision sheet. Mr. Edgell noted that he would like to see a separate sheet of each of the areas that include the requirements and restrictions on those particular areas. Ms. Bedwell suggested including images in the space holders, such as the park plan in the active recreation area. Marina Village, the berm, and the bike trail could also be visually represented as a connected set of spaces.

Mr. Edgell stated that they would put together a public facing presentation to finalize at the next meeting and then they will move into the public sharing phase. Once they gather public input, they will reconvene if necessary to make adjustments. Finally, there will be presentations to the Delaware City Council and the FDRPC Board in July or August.

NEXT MEETING DATE

The next meeting is scheduled for April 25, 2024 at 9:00 a.m.

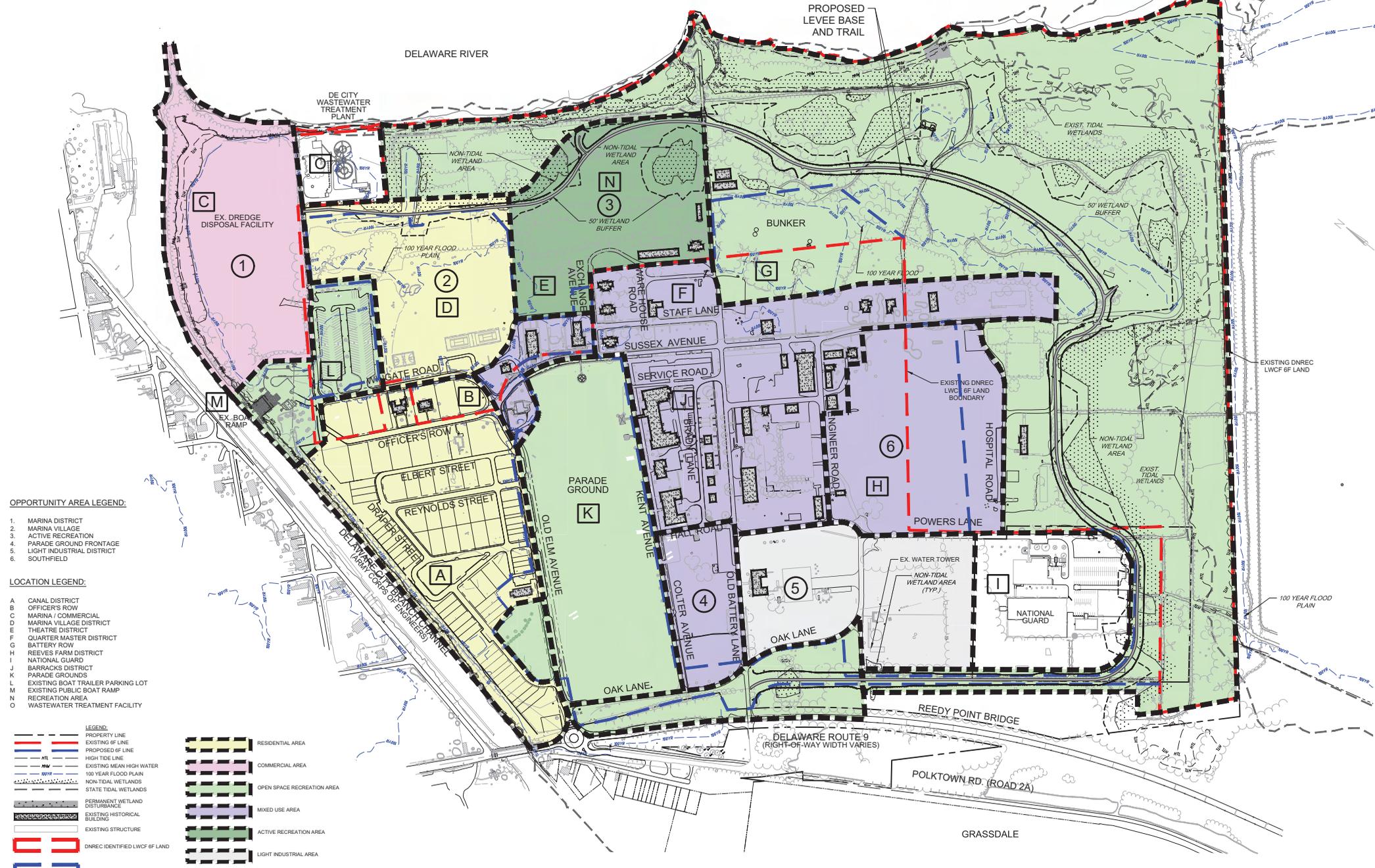
ADJOURNMENT

By unanimous consent, the meeting adjourned at 10:40 a.m.

Exhibits

Exhibit 1 – Map Consolidating the Ideas from the Previous Meeting

APPROVED: May 23, 2024



OPPORTUNITY AREA LEGEND:

- 1. MARINA DISTRICT
- 2. MARINA VILLAGE
- 3. ACTIVE RECREATION
- 4. PARADE GROUND FRONTAGE
- 5. LIGHT INDUSTRIAL DISTRICT
- 6. SOUTHFIELD

LOCATION LEGEND:

- A CANAL DISTRICT
- B OFFICER'S ROW
- C MARINA / COMMERCIAL
- D MARINA VILLAGE DISTRICT
- E THEATRE DISTRICT
- F QUARTER MASTER DISTRICT
- G BATTERY ROW
- H REEVES FARM DISTRICT
- I NATIONAL GUARD
- J BARRACKS DISTRICT
- K PARADE GROUNDS
- L EXISTING BOAT TRAILER PARKING LOT
- M EXISTING PUBLIC BOAT RAMP
- N RECREATION AREA
- O WASTEWATER TREATMENT FACILITY

- LEGEND:**
- PROPERTY LINE
 - EXISTING 6F LINE
 - PROPOSED 6F LINE
 - HIGH TIDE LINE
 - EXISTING MEAN HIGH WATER
 - 100 YEAR FLOOD PLAIN
 - NON-TIDAL WETLANDS
 - STATE TIDAL WETLANDS
 - PERMANENT WETLAND DISTURBANCE
 - EXISTING HISTORICAL BUILDING
 - EXISTING STRUCTURE
 - DNREC IDENTIFIED LWCF 6F LAND
 - DNREC IDENTIFIED LWCF 6F LAND SWAP

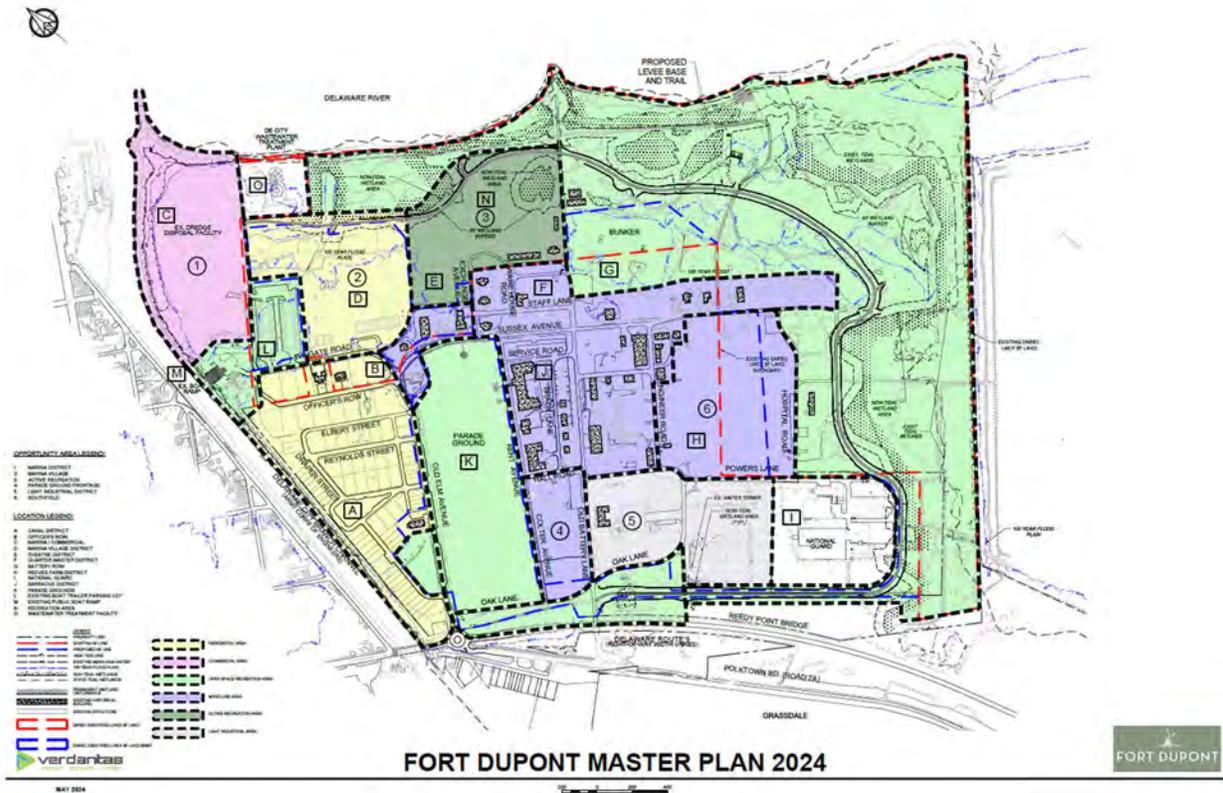
- RESIDENTIAL AREA
- COMMERCIAL AREA
- OPEN SPACE RECREATION AREA
- MIXED USE AREA
- ACTIVE RECREATION AREA
- LIGHT INDUSTRIAL AREA

FORT DUPONT MASTER PLAN 2024



DRAFT

Fort DuPont Master Plan 2024



Prepared by:
Fort DuPont Redevelopment and Preservation Corporation
Land Use Planning Committee

July 2024



**Fort DuPont Redevelopment and Preservation Corporation
Board of Directors and Land Use Planning Committee**

DRAFT

Background: 2024 Master Planning Activities

Since the 19th century Fort DuPont, the Fort DuPont community has served as a bustling military site on the majestic Delaware River. Now we have the rare opportunity of creating a new lifestyle-based community that builds on its historical roots, designed around the water and great outdoors. In addition to the restoration of historic homes and commercial buildings, Fort Dupont will include new residential construction, and recreation and park amenities.

In 2014 the Delaware General Assembly created the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) for the purpose of preserving the Fort's historic assets and revitalizing the campus through new development and adaptive reuse. All of the real estate associated with Fort DuPont was transferred from the State of Delaware to the FDRPC.

A master planning effort was started in **DATE** and included broad community and stakeholder input. The result was the first master plan for Fort DuPont, which was known as the "Sasaki Plan" after the consultant that prepared it. This plan guided the development and preservation of the campus and its infrastructure for almost a decade. The master plan was frequently changed through a series of rolling amendments during this time period reacting to changing market conditions and other opportunities.

In June of 2023 the FDRPC Board determined that it was time to reevaluate the master plan and reconsider some of the original assumptions for redevelopment based on current market conditions. The Board formed the Land Use Planning Committee and charged it with updating the master plan. The Committee met between September of 2023 and June 2024. They considered progress on the campus since the inception of the FDRPC, environmental conditions, climate resiliency, market conditions and future opportunities for redevelopment and preservation on the campus. The resulting plan is detailed in this document and the attached maps.

The Fort DuPont Master Plan 2024 was presented to the public at a workshop on **DATE**, then shared with the Delaware City Planning Commission and Council on **DATE**. After considering comments received and revising the plan accordingly the FDRPC Board approved the Fort DuPont Master Plan 2024 at their regular meeting of **DATE**.

Mission and Vision

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) prepared a Strategic Plan in 2023 with the assistance of the Delaware Alliance for Nonprofit Advancement (DANA). The process took many months and involved extensive stakeholder and community engagement. As a result of this planning process, the FDRPC has adopted the following mission and vision statements:

Mission:

Building a vibrant legacy: Fort DuPont Redevelopment and Preservation Corporation is dedicated to revitalizing the Fort DuPont Campus with a focus on preserving our shared history, healing the environment, developing residential and recreational spaces, and providing economic opportunities. Together, we aim to enhance our community's charm, prosperity, and quality of life.

Vision:

Fort DuPont Redevelopment and Preservation Corporation contributes to making Delaware City a dynamic destination, captivating new businesses, residents, and historical and cultural tourists. With a vibrant community and historical heritage, our city thrives along Delaware's scenic byway, offering prosperity, inclusivity, and enriching experiences for all.

This land use planning effort uses the FDRPC's mission and vision as guidance to evaluate the current master planning efforts and future opportunities for development, redevelopment and preservation on the Fort DuPont campus.

Master Plan Overview

The original master plan for the Fort DuPont campus envisioned a mixed-use community including new development as well as the preservation and adaptive re-use of historic structures. The plan sought to revitalize the historic core of the fort with commercial, residential, and light industrial uses that included some infill development designed to fit in with the architecture and character of the fort’s historic fabric.

The master plan also envisioned significant new development opportunities on the campus. New residential units were proposed along the Branch Canal and in the northern portions of the campus. A marina was to be constructed close to the mouth of the Branch Canal and serve as a site amenity and a catalyst for commercial development and hospitality uses in that portion of the campus. Light industrial uses such as warehousing were proposed in the southern portion of the campus. Finally, new parks and recreational amenities were to be constructed throughout the campus.

Progress Since 2014

Environmental Conditions

Existing Conditions and Land Use

Future Land Use Categories



Opportunity Areas

Area 1: Marina District

Future Land Use: Commercial

Narrative: Currently these lands are the site of a dredge spoil pile owned by the US Army Corps of Engineers. FDRPC is working to acquire this parcel. Should this parcel be acquired the future use will be commercial and water access. The previous master plan envisioned this as a full-service marina and commercial district with water access and views. While the original vision may prove to be infeasible due to costs, the FDRPC should explore alternative methods to provide water access and some marina like facilities that will serve as a community amenity and a catalyst for new commercial activities on the site such as restaurants, retail, and possibly lodging.

Other Considerations:

- The property must be acquired by FDRPC from the Army Corps of Engineers.
- The dredge spoil site use must be relocated. In other words, a new location for dredge spoils must be identified.
- The spoil materials currently on the site must be relocated to allow for site grading and construction of new marine and commercial uses.

Area 2: Marina Village

Future Land Use: Residential

Narrative: This site is proposed to be a future residential development containing 160 stacked townhouses. The FDRPC is under contract with a developer for this project, and is seeking to obtain the necessary approvals and entitlements to complete the sale and allow the development to proceed. In order to continue in good faith as per the contract the future land use will be residential and the approval process will continue. However, there are some challenges with gaining approvals from various federal, state and local agencies. Should the currently proposed plan fail to obtain approvals the FDRPC should carefully evaluate assumptions and expectations about the site. A different residential proposal may be appropriate to consider at that time, or the FDRPC can consider other uses and revise the master plan accordingly.

Other Considerations:

- Good faith efforts to obtain approvals will continue.
- Federal 6F protections on the land must be altered prior to any future use of these lands other than recreation or open space.

Area 3: Active Recreation

Future Land Use: Active Recreation

Narrative: This portion of the campus is centrally located between the historic mixed use core and the more natural open spaces areas along the Delaware River and the southern portions of the campus. It has been identified in the previous master plan as a location for active recreational amenities and a more structured outdoor recreational space. There have been some plans already created which envision a community gathering space and recreational area with pavilions, sports courts, more structured trails and sitting areas among other amenities. This area also includes the lands behind the theater and PX buildings, an area that may lend itself to a larger amphitheater and/or a flexible open space capable of hosting a variety of events and performances. This area also can serve as a trail head with access to the proposed bicycle trail and other trails through the campus's natural areas.

Other Considerations

- Revisit and finalize the park planning study that has been started. Engage the community to determine which alternative plan and amenities are desired.
- Coordinate park design and construction with the proposed bike trail and levee.

Area 4: Parade Frontage

Future Land Use: Mixed Use

Narrative: This block is an approximately **ACRES** acre parcel that fronts on the parade ground. This site is large enough to construct a new building or buildings that mimic the three story Paynter building in mass and square footage. The architectural design and massing of any new building(s) will be an important consideration because of the prominent location fronting on the parade ground, which is the campus's signature open space and defining feature. The use any future building will depend on market conditions at the time, so this master plan identifies these lands as mixed use. In keeping with the pattern of the historic core of the campus, the uses may include residential, office, or commercial uses and possibly all three in the same structure. It is also noted that this area is the low spot on the campus and that stormwater management infrastructure is present that will need to be preserved and enhanced as a part of the site design for new construction.

Other Considerations

- Architectural design and massing will be very important.
- Complete stormwater management design and possibly even construction before considering new building design and location. In other words, ensure that there is enough room on the site for stormwater management first and then design the buildings accordingly.

Area 5: Light Industrial District

Future Land Use: Light Industrial

Narrative: This area of the campus currently includes a variety of light industrial uses. The northern most of the two parcels contains an office building and cold storage warehouse. These structures are currently used by the State of Delaware Government Support Services, but that organization will soon vacate these structures once their new facilities are available. The southernmost parcel includes a water tower and several small structures used for storage. [question: what are the details about the water tower and the other small structures? Is the water tower in use, who owns it, will it stay? What are the small structures used for?] The intent for this area is to continue the light industrial uses that are currently in place, notably the cold storage warehouse. The FDRPC intends to maintain that structure as-is and lease it once GSS vacates it. This will provide an important income stream for FDRPC. In addition, there is enough available land in this area to support the construction of additional small scale light industrial or storage related land uses. This may provide additional income streams for the FDRPC and provide the possibility of some employment on the campus. This area is adjacent to the Delaware National Guard facility, which will remain. Light industrial and storage land uses will be compatible with that facility and the location in the southwest corner of the site will concentrate truck traffic in this area.

Other Considerations

- This area is in a low spot on the campus and as such stormwater management should be considered as a part of any plans to build additional structures.
- Only light industrial uses should be considered for this site. The location of this area is near the mixed-use core of the campus which includes residential uses. As such, only uses which do not have significant traffic, noise, dust and emissions should be considered. Warehousing and storage are obvious examples of the type of light industrial uses acceptable. Small scale manufacturing, workshops, repair, or contractors' establishments may be acceptable as well.

Area 6: South Field

Future Land Use: Mixed Use

Narrative: The South Field is perhaps the largest potential site for new development left on the campus. It is similar in size to the Marina Village area. It is directly adjacent to the historic structures that make up the mixed use core, and bordered by the Light Industrial District to the west and environmentally sensitive open space areas to the south. More than half of the South Field is currently protected by the Federal 6F protections, which limit the land use to open space and recreation. The current proposal for a revised 6F boundary still impacts roughly a third of the developable area of the site. The Land Use Planning Committee considered a number of potential uses for this site, including exclusively residential (similar to Marina Village) and light industrial (consistent with the original master plan). The committee felt that the best future use will be a mixed use plan that contains a variety of commercial and residential uses, designed to mimic and enhance the historic mixed use core of the campus. This approach will be harder to market and require a more creative development approach. However, the committee feels that this is the best chance to enhance the quality of the campus core and lead to a campus filled with unique and diverse uses.

Other Considerations

- In order to ensure that new development on the South Field contributes to the historic character of the campus's mixed-use core, careful urban design and architectural design will be important.
- A design charrette and market study to consider infill opportunities in the core and new development opportunities on the South Field would enhance the marketability of the campus.
- The current 6F protections will limit new development to a very small portion of the South Field. Revising the 6F protection areas on the campus will be a prerequisite to marketing the site for development.

DRAFT

Conclusion and Next Steps

DRAFT

Master Plan Maps

- Existing Conditions Map
- Environmental and Climate Resiliency Map
- Fort DuPont Master Plan 2024 Future Land Use and Opportunities

DRAFT

Appendices

- Land Use Planning Committee Minutes
 - DATE - summary
 - DATE
 - DATE
- Public Workshop Minutes and Comments
 - DATE
 - Comments Received
- Delaware City Planning Commission Minutes
 - DATE – informational meeting
- Delaware City Council Minutes
 - DATE – informational meeting
- Fort DuPont Redevelopment and Preservation Corporation Board Minutes
 - DATE – Board approval of Fort DuPont Master Plan 2024

DRAFT



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

Fort DuPont Redevelopment and Preservation Corporation Land Use Planning Committee

March 26, 2024 – 9:00 a.m.

DNREC Offices
2540 Colter Road
Delaware City DE 19706

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Land Use Planning Committee Meeting of February 27, 2024
4. Brainstorming and Idea-gathering
5. Discussion of Overall Goals for Campus and Alignment with the Strategic Plan
6. Discussion of Future Land Uses for Areas of the Campus and Specific Buildings and Assets
7. Discussion of Environmental and Resiliency Strategies
8. Executive Session (if needed)
9. Action to be Voted Upon from Executive Session (if needed)
10. Next Meeting Date: April 25, 2024 at 9:00 a.m.
11. Adjournment by 11:00 a.m.

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
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 McMahan, FDRPC Board Chair
Mr. Chris Costagno
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

APROVED: March 26, 2024



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

Fort DuPont Redevelopment and Preservation Corporation Land Use Planning Committee

February 27, 2024 – 9:00 a.m.

DNREC Offices
2540 Colter Road
Delaware City DE 19706

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Land Use Planning Committee Meeting of January 23, 2024
4. Concepts of Existing and Possible Future Land Use
5. Strategy of Corporate Governance of Real Property by FDRPC
6. Areas, Properties, and/or Buildings for Future Discussion
7. Executive Session (if needed)
8. Action to be Voted Upon from Executive Session (if needed)
9. Next Meeting Date: March 26, 2024 at 9:00 a.m.
10. Adjournment by 11:00 a.m.

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
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.

DELAWARE RIVER



- LEGEND:**
- TRAIL HEAD
 - GENERAL PARKING
 - TRAIL HEAD PARKING
 - A** CANAL DISTRICT (RESIDENTIAL)
 - B** OFFICER'S ROW (RESIDENTIAL)
 - C** MARINA / COMMERCIAL-MIXED USE
 - D** MARINA VILLAGE DISTRICT (MIXED USE)
 - E** THEATER DISTRICT
 - F** QUARTER MASTER DISTRICT (RESIDENTIAL & RECREATION)
 - G** BATTERY ROW DISTRICT
 - H** REEVES FARM DISTRICT (PUBLIC/PRIVATE SERVICES & MAINTENANCE)
 - I** EXISTING NATIONAL GUARD
 - J** BARRACKS DISTRICT (OFFICES & PROFESSIONAL SERVICES)
 - K** PARADE GROUNDS
 - L** EXISTING BOAT TRAILER PARKING LOT
 - M** EXISTING PUBLIC BOAT RAMP
 - N** RECREATION AREA
 - O** EXISTING WASTEWATER TREATMENT FACILITY
 - REFORESTATION
 - MEADOW
 - TIDAL WATERS / SWM BMP
 - TRAIL OVERLOOK
 - TRAILS / WALKWAYS:**
 - EXISTING DELAWARE CITY PROMENADE
 - PROPOSED CANAL DISTRICT PROMENADE
 - PROPOSED HIKER / BIKER TRAIL
 - PROPOSED INTERIOR SOFT SURFACE LOOP TRAILS
 - ASPHALT PAVEMENT
 - STRUCTURES:**
 - EXISTING
 - PROPOSED
 - EXISTING NEW CONSTRUCTION

TO FORT DuPONT
CAMPGROUND
SEE INSET



MAY 24, 2022



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

Fort DuPont Redevelopment and Preservation Corporation Land Use Planning Committee

January 23, 2024 – 9:00 a.m.

DNREC Offices
2540 Colter Road
Delaware City DE 19706

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Land Use Planning Committee Meeting of September 26, 2023
4. Land Use Planning Committee Charter
5. Status of Brownfield Remediation on the Fort DuPont Campus
6. Executive Session (if needed)
7. Action to be Voted Upon from Executive Session (if needed)
8. Next Meeting Date: February 27, 2024 at 9:00 a.m.
9. Adjournment by 11:00 a.m.

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
LAND USE PLANNING COMMITTEE

The Fort DuPont RPC Land Use Planning Committee meeting was held on September 26, 2023 at 4:06 p.m. via Zoom with the anchor location at the Delaware City Community Center, 250 5th Street, Delaware City, with Chair David Edgell presiding.

COMMITTEE MEMBERS PRESENT

Mr. Rony Baltazar-Lopez (Secretary of State) (departed at 4:59 p.m.)

Mr. Tim Konkus (Resident)

Ms. Wendy Rogers (Fort DuPont Resident)

COMMITTEE MEMBERS ABSENT

Ms. Cecily Bedwell (Resident)

Mr. Michael Lutz (Resident)

STAFF MEMBERS PRESENT

Mr. Tim Slavin, FDRPC Executive Director

OTHERS PRESENT

Mr. Michael Tholstrup, Delaware State Parks (DNREC)

Mr. Andy Howard, Hitchcock Design

Ms. Bridget Deatrick, Hitchcock Design

COMMITTEE PURPOSE AND RESPONSIBILITIES

Chair David Edgell welcomed the committee members and noted that their charge was to recount, review and revisit the physical land use master plan of the sites. The committee will be brought up to speed on all the different components of the projects moving forward and strategically assess future opportunities for the land use configuration. Mr. Edgell advised that part of their responsibility would be to question the validity and relevance of the assumptions that founded the original master plan and consider if they are right for the current market and the community's needs. The committee will recommend the appropriate direction for the property, taking into account the current environment and the constraints that the property is under. He advised that the meetings are open to the public, and community participation is encouraged. The committee will share its findings with the public at a later stage.

LAND USE PLANNING COMMITTEE CHARTER

Chair David Edgell reviewed the charter that sets out the committee's responsibilities (Exhibit 1). Members were requested to review it prior to the next meeting, at which time it will be considered for approval. 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 Board of Directors.

REVIEW OF CONCEPTUAL PLAN

Mr. Tim Slavin, Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Director, stated that the conceptual plan (Exhibit 2) was frozen in time just prior to his arrival approximately one year ago. He noted the challenge of consolidating numerous iterations into a unified plan. Mr. Slavin advised that the current situation demands a refresh and emphasized the need to re-evaluate the decisions and assumptions made, keeping in mind the evolving economic and market dynamics, as well as the limitations faced by the corporation. He reviewed the conceptual plan, as follows:

Marina District

At the upper left-hand corner of the plan, there is a parcel that refers to the Marina District, originally designated for Marina operation. The Branch Canal comes in at a diagonal where it meets the Delaware River. That upper portion, where it looks like there is a new Marina, is land that is owned by the US Army Corp of Engineers (USACE). It is not out of the question that the FDRPC could own it, lease it, or help secure the use of it, but it should not be relied upon for planning purposes with the level of detail that they have in the past without the ownership issue being resolved.

Down the middle of the plan, shown in yellow, is proposed new construction of townhouses and condominiums at Marina Village. This is the second phase of housing and they are in the process of getting approvals from the City Council, the Planning Commission and the Board of Adjustment. Other approvals are necessary from DeIDOT and DNREC and the National Park Service, which would release and trade some of the protections that are on that land and place it on other lands on the campus.

Water Treatment Plant

Immediately to the right of the upper left-hand corner is the water treatment plant, represented by a block with circles in it. One of the assumptions was that the plant would eventually move off of the Fort DuPont campus. There has been very little movement in that direction and it should be assumed that the plant will stay where it is.

Canal District

Further down the plan toward the diagonal cut of water, is the Canal District, which is fully built out and Officers Row is built out except for four vacant lots, all but one of which are sold. That community is seen as a key factor influencing the larger plan due to community expectations regarding amenities.

Parade Ground, Theater, and PX

The Parade Ground is shown in the middle third of the plan and is represented as the large green area. The proposal is to keep it as a flexible open space area with a minimal amount of programming. Moving towards the river are the theater and PX buildings, which will be pivotal for providing amenities.

Old Battery Lane

From the middle of the plan, there is a sharp line from the point in the river which is part of the State Park system. Either side of Old Battery Lane is where some of their acute concern is now. The buildings that are between the Parade Ground and Old Battery Lane necessitate a strategic approach for adaptive reuse.

Undeveloped Land

The large yellow block with an H next to it on the plan is undeveloped land conceptualized as warehousing or light industrial. For the purposes of this exercise, that space is open to reconsideration in light of changing needs and possibilities, keeping in mind that warehousing and light industrial may not be the highest and best use now, 10 years later.

Preservation and Development

Acknowledging the historical significance of the campus and previous demolition of some buildings, efforts will be directed towards preserving the core historic buildings and implementing adaptive

reuse strategies. The potential for residential infill and larger-scale new construction remains feasible in certain areas. Market trends indicate a shift from office spaces to residential units, impacting the initial concept for certain buildings like the Governor Bacon and Painter buildings along the Parade Ground.

Amenities Planning

An original exercise took place with the Hitchcock Group; however, it did not involve a lot of people. Hitchcock was brought back to involve people with presentations and workshops.

Referring to the conceptual plan, Chair Edgell noted that the existing buildings were indicated by blue footprints and the yellow footprints signified proposed future structures, presenting ample opportunities for infill. He clarified that certain sections, like the lots along Officers Row, are designated for residential purposes. Conversely, the area previously intended for warehousing presents an open canvas for considerations during the ongoing planning process.

Mr. Edgell advised that the Marina Village project was currently in the contract phase for the construction of approximately 100 to 128 townhouses. Stressing the corporation's responsibility for obtaining the necessary approvals, he acknowledged the challenges and uncertainties involved in navigating the extensive approval process. These complexities, he noted, should be kept in mind. He also noted the known element of the National Guard area at the bottom right corner, indicating that it will remain unchanged.

HISTORY OF CONCEPTUAL PLAN DEVELOPMENT

Mr. Tim Konkus recalled the early discussions with Sasaki Associates, the original planner for the project about a decade ago. He mentioned the dynamic nature of the meetings held at the Firehouse, where participants from various backgrounds shared their views on the project. Mr. Konkus highlighted the unconstrained nature of these discussions, allowing for a free flow of ideas and suggestions, regardless of their feasibility. He noted that one of the most exciting aspects of the process was the online discussion. It was an open space where everyone could share their thoughts as long as they were socially acceptable. The resulting discussions were very valuable, focusing primarily on the future of the land and people's aspirations for it.

Referring to the plan, Mr. Konkus pointed out the Marina in the upper left corner and noted the absence of the hotel and Convention Center initially proposed for the area extending into the Delaware River. He drew attention to the density of homes near the Lennar development, emphasizing the significant changes over the past decade. He also mentioned an earlier suggestion made during the Sasaki meeting about the possibility of exchanging the 6F land for the Grassdale parcel, which would be a higher and greater value than the 6F land by the river.

Mr. Konkus advised that the envisioned design for the area along Newcastle Avenue, now known as Old Elm Avenue, was inspired by the former military base, The Presidio. He described the original plan for the elegant Gregorian-style multifamily residences with tree lined streets and sidewalks and beautifully manicured gardens, contrasting it with the current denser layout in the new master plan.

SECTION 6(F) OF THE LAND AND WATER CONSERVATION FUND ACT OF 1965

Section 6(f) of the Land and Water Conservation Fund Act of 1965 (LWCF) mandates that any conversion of lands or facilities purchased with funds from the Land and Water Conservation Act for non-recreational purposes must be coordinated with the National Park Service.

Mr. Mike Tholstrup of the Delaware Division of Parks and Recreation explained that, acting as the state liaison for the National Park Service, the Delaware Division of Parks and Recreation manages the transfer of information and internal decision-making processes to ensure the preservation of these lands for outdoor recreational use and to maintain accessible open space for public use.

Mr. Tholstrup noted that while land conversion or relocation is not uncommon, it is a significant process to go through. Over the past 15 years, various proposals or suggestions have been considered by Fort DuPont, but no final decision had been reached regarding the new boundaries or the designation of a new protected area. He mentioned that they have recently been actively communicating with their National Park Service representative, ensuring that they are informed of the potential changes to the map, the rationale behind their decisions, the factors considered in the recreational planning process, the public feedback incorporated, and how it affects the outdoor recreation plan.

Mr. Tholstrup advised that, typically, key concerns revolve around the location of the areas considered for a 6F swap, their current utilization, and whether they are presently utilized as park spaces. He clarified that if an area is already serving as a park space, including it in the protected area would not significantly expand the park's space. Regarding the Parade Ground, he highlighted that although it is maintained as an open space, it is not managed or operated as a park. He mentioned that they are currently undergoing an internal review within DNREC, ensuring that the division director comprehends the implications of the change. Several mapping exercises have been conducted to visualize the potential new boundaries, connectivity, and if the area being identified as the new 6F protected area would function as a park in perpetuity.

Mr. Tholstrup presented a map outlining both the current and proposed 6F protected areas for review.

RECREATION CONCEPTUAL PLAN PRESENTATION – HITCHCOCK DESIGN GROUP

Mr. Andy Howard and Ms. Bridget Dietrich of Hitchcock Design Group presented conceptual plans revised to incorporate community-driven insights, considering both passive and active recreational components. It was noted that this is the second pass at their preliminary concepts. Initially, they designed a plan that was densely focused on active recreation. However, after revisiting their assumptions and engaging with the community at various in-person events, they gained a better understanding of the community's preferences for the size and scope of recreational amenities. These ideas are still in their early stages and the next step is to present them to the community for their feedback, make sure they heard, understood and interpreted the feedback correctly and see what the preference is for a single plan moving forward. The long-term vision is to synthesize these ideas into a unified plan that encompasses various elements. The area of focus spans from the section north of Exchange Road to the peninsula known as Fishing Point.

Referring to the site plan, Ms. Dietrich noted the following:

- Throughout the discussions with community members, a lot of consideration was given to where it was appropriate for high-use, active recreation, quieter, passive recreation that is a little less noisy and busy and where it is appropriate to incorporate different nods to nature appreciation and the sites rich military and social history.
- Expanding beyond the park site, they have begun exploring locations for potential memorials to the Fort's military service, marked in pink to denote seating areas along key locations, largely along the bike trail (highlighted in blue) running atop the levee.

- Spots for nature appreciation have been identified and are indicated by green asterisks and the main active parkland is represented in yellow.
- The area behind the theater and the PX (in orange) has been identified as a potential activation area. Although the current focus remains on the broader development, they are mindful of the possibility of utilizing the PX and theater for public use in the future, thus preserving these spaces for potential recreation and community uses.
- One of the recreation amenities being considered is a dog park, which requires a considerable amount of space. A very brief study was conducted to consider moving the dog park out of the yellow or orange areas (active parkland and potential activation) into the dark blue section of the site (possible alternative dog park at Delaware Avenue and Colter Road). The study took into account the potential impact on the existing active recreation amenities and other amenities being considered for inclusion in the park spaces.

Referring to Concept 1, Mr. Howard and Ms. Dietrich noted the following:

- Concepts have been developed to address accessibility and parking arrangements. People will be walking and riding bikes, some from nearby residences. The aim is to ensure equal pedestrian and vehicular access.
- One concept considers eliminating a through road with the focus on integrating the open space from the Delaware River into the central core area, creating an uninterrupted space. This includes an open lawn space shaped in an oval or circular form, as well as more active recreational features, such as four pickleball courts, a single tennis court, and a full-court basketball court further north.
- Discussions included strategies to attract teenagers and tweens. One of the ideas explored was the concept of American Ninja Warrior, combining elements of fitness and challenge courses catered toward older children and young adults. While this course targets teenagers and tweens, it is open for use by adults, caregivers, and individuals of varying ages. This inclusive approach aligns with the feedback received during the community meetings and survey, emphasizing the need to create a space that accommodates multi-generational activities.
- The playground area is indicated in blue and includes a gazebo for shade and a restroom. To protect the restroom from potential floods, the existing 3- to 4-foot-high levee berm will be used for elevation. The restroom serves both the playground visitors and those on the levee path. Although not depicted, some seating areas are proposed along the levee such as a bench or a bench swing, realizing that the views and the star of the show is the Delaware River.
- The parking off Old Battery Lane currently extends out and over where the proposed levee is located and there is an existing gravel parking lot with signage or a trailhead. Concept 1 proposed bringing the parking inside the levee. Other concepts move parking closer to access the peninsula or the fishing point.
- The large red rectangles denote the existing historic structures within the area. While firm plans for utilizing the structures are yet to be decided, they are ensuring that the buildings are included and having some integration in the design. This integration guarantees that if they were to be repurposed as public gathering spaces or storage for recreational amenities, they would still be incorporated in the park layout without cutting off the park amenities.

- Just south of the designated challenge sports area, represented by a gray, amorphous shape, there is the opportunity for a wheeled plaza to cater to the older age group using scooters, inline skates, and skateboards. While the idea of a skate park is still valuable for many of those activities, they are also exploring the possibility of incorporating pump tracks and other facilities for those learning to ride a bike. This concept can be re-evaluated for need.
- Due to their preliminary nature and the wide-scale view, many other aspects that have been discussed with the community and leadership do not appear on the plans. These include considerations such as natural plantings, a detention basin, accommodations for the existing wetlands on the site, which the engineer is currently evaluating under EPA regulations. Additionally, there are other green initiatives being contemplated like the use of permeable surfaces and a sizable parking lot that could be converted into an overflow area to the north, reinforcing it, or alternatively removing it entirely, except during peak usage times. As the project progresses and the layout is finalized, these additional considerations will be incorporated into the final construction plan.

Referring to Concept 1 - Overlay, Ms. Dietrich advised that this first version shows what it could look like if the dog park were removed off site. The dog park, which would be kept within the recreation amenity, would be approximately 1 acre with a .4-acre area for small dogs and a .6-acre area for the large dogs. This version keeps the recreation very close.

Referring to Concept 2, Mr. Howard noted that the main difference with the second version is that the dog park is located to the south with a drive-through destination to connect Old Battery Lane. It is a meandering drive to help slow vehicles down. The larger parking lots are located on the west side with an alignment with pedestrians to get them across Exchange Road, depending on what happens and gets developed in the open lot area to the west. There is access to the main dog park area which is divided into roughly 1 1/2 acres of an acre for the large dog park and a half acre for the small dog park.

Still referring to Concept 2, Mr. Howard and Ms. Dietrich noted the following:

- The amenities to the north are still the two pickleball courts, one tennis court, lawn games such as a permanent bean bag toss game, or more of a tables and chairs type of area where you could play chess or checkers, or bocce. Then the main area, which would be the play space, the initial concepts are steering away from designs that are overly themed toward the history of the site and the military aspect, but more toward the nature-based aspect and asset of the Delaware River and the birding corridors. A nautical theme for the play equipment might be an option moving forward.
- Instead of full court basketball, this plan considers three half-court basketball which would be more casual pickup games and less formal full court basketball play.
- To the northwest either of two options for the challenge/fitness area could be a mix or variety of the Ninja Warrior Challenge course material and outdoor fitness equipment. A variation that would appeal to the teams through the adults and provide play options that are not just limited to a playground and traditional equipment for the younger children. Both the playground and the challenge/fitness areas have been mapped out with standard sizes and they are confident that these shapes and sizes would fit equipment and be adequate to provide a good range of activity for a playground in the larger of the two circles and the fitness challenge idea in the smaller circle.

- The restrooms are shown along the levee with shelters built in and another small shelter area shown to the side with open lawn that could be used very freely for informal gatherings, rented out for community members, or even used for some official programming.
- This concept depicts the idea that parking can cross the levee and provide trail head parking along Old Battery Lane. The design focuses on ensuring the safety of the bike trail and managing the natural features and water protections close to the shoreline. In order to enhance accessibility to fishing point and the trailheads, especially for those with limited mobility, the plan carefully considers two options: one with vehicular access crossing over to the northern area and the other without.
- It was prefaced that the green areas designated as open lawn are viewed at a conceptual macro level and not everything seen in green is going to be turf or lawn. For the levee and other areas, the incorporation of native plants and rain gardens with native plantings are proposed. Heading north toward the Delaware River, consideration is given to decreasing maintenance, increasing biodiversity, decreasing maintenance, and managing water on site by filtering it with native plants.

NEXT MEETING DATE

The next meeting is scheduled for October 24, 2023 at 4:00 p.m.

Chair Edgell requested that an update on the status of brownfield remediation on the campus be provided.

ADJOURNMENT

By unanimous consent, the meeting adjourned at 5:09 p.m.

Exhibits

Exhibit 1 – Land Use Planning Committee Charter

Exhibit 2 – Fort DuPont Conceptual Plan

APPROVED: January 23, 2024



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.

11. 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.

12. Duration: The committee shall remain in operation at the discretion of the Chair of the Board of Directors.

16. Signatures: By signing below, committee members acknowledge their commitment to the responsibilities outlined in this charter.

[Insert space for signatures and date]

This charter is approved by [Name of Approving Authority] on [Date of Approval].



- LEGEND**
- TRAIL HEAD
 - GENERAL PARKING
 - TRAIL HEAD PARKING
 - A** CANAL DISTRICT (RESIDENTIAL)
 - B** OFFICER & ROW (RESIDENTIAL)
 - C** MIXED / COMMERCIAL MIXED USE
 - D** MARINA VILLAGE DISTRICT (MIXED USE)
 - E** TRASHMEN DISTRICT
 - F** QUARTER MASTER DISTRICT (RESIDENTIAL & RECREATION)
 - G** BATTERY ROW DISTRICT
 - H** REEVES FARM DISTRICT (PUBLIC/PRIVATE SERVICES & MAINTENANCE)
 - I** EXISTING NATIONAL GUARD
 - J** BARRACKS DISTRICT (OFFICES & PROFESSIONAL SERVICES)
 - K** PAVANE GROUNDS
 - L** EXISTING BOAT TRAILER PARKING LOT
 - M** EXISTING PUBLIC BOAT RAMP
 - N** RECREATION AREA
 - O** EXISTING WASTEWATER TREATMENT FACILITY
 - P** REFORESTATION
 - Q** MEADOW
 - R** Tidal Waters / BAW BMP
 - S** TRAIL OVERLOOK
 - TRAILS / POLYPATHS**
 - EXISTING DELAWARE CITY PROMENADE
 - PROPOSED CANAL DISTRICT PROMENADE
 - PROPOSED HIGH / BIKER TRAIL
 - PROPOSED SUPERIOR BOAT SURFACE LOOP TRAILS
 - ASPHALT PAVEMENT
 - STRUCTURES**
 - EXISTING
 - PROPOSED
 - EXISTING NEW CONSTRUCTION



MAY 24, 2022



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.

11. 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.

12. Duration: The committee shall remain in operation at the discretion of the Chair of the Board of Directors.

16. Signatures: By signing below, committee members acknowledge their commitment to the responsibilities outlined in this charter.

[Insert space for signatures and date]

This charter is approved by [Name of Approving Authority] on [Date of Approval].



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

Fort DuPont Redevelopment and Preservation Corporation Land Use Planning Committee

October 24, 2023 – 4:00 p.m.

Delaware City Community Center
250 5th St
Delaware City DE 19706

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes – Land Use Planning Committee Meeting of September 26, 2023
4. Land Use Planning Committee Charter
5. Status of Brownfield Remediation on the Fort DuPont Campus
6. Executive Session (if needed)
7. Action to be Voted Upon from Executive Session (if needed)
8. Next Meeting Date: November 28, 2023 at 4:00 p.m.
9. 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
LAND USE PLANNING COMMITTEE

The Fort DuPont RPC Land Use Planning Committee meeting was held on September 26, 2023 at 4:06 p.m. via Zoom with the anchor location at the Delaware City Community Center, 250 5th Street, Delaware City, with Chair David Edgell presiding.

COMMITTEE MEMBERS PRESENT

Mr. Rony Baltazar-Lopez (Secretary of State) (departed at 4:59 p.m.)

Mr. Tim Konkus (Resident)

Ms. Wendy Rogers (Fort DuPont Resident)

COMMITTEE MEMBERS ABSENT

Ms. Cecily Bedwell (Resident)

Mr. Michael Lutz (Resident)

STAFF MEMBERS PRESENT

Mr. Tim Slavin, FDRPC Executive Director

OTHERS PRESENT

Mr. Michael Tholstrup, Delaware State Parks (DNREC)

Mr. Andy Howard, Hitchcock Design

Ms. Bridget Deatrick, Hitchcock Design

COMMITTEE PURPOSE AND RESPONSIBILITIES

Chair David Edgell welcomed the committee members and noted that their charge was to recount, review and revisit the physical land use master plan of the sites. The committee will be brought up to speed on all the different components of the projects moving forward and strategically assess future opportunities for the land use configuration. Mr. Edgell advised that part of their responsibility would be to question the validity and relevance of the assumptions that founded the original master plan and consider if they are right for the current market and the community's needs. The committee will recommend the appropriate direction for the property, taking into account the current environment and the constraints that the property is under. He advised that the meetings are open to the public, and community participation is encouraged. The committee will share its findings with the public at a later stage.

LAND USE PLANNING COMMITTEE CHARTER

Chair David Edgell reviewed the charter that sets out the committee's responsibilities (Exhibit 1). Members were requested to review it prior to the next meeting, at which time it will be considered for approval. 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 Board of Directors.

REVIEW OF CONCEPTUAL PLAN

Mr. Tim Slavin, Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Director, stated that the conceptual plan (Exhibit 2) was frozen in time just prior to his arrival approximately one year ago. He noted the challenge of consolidating numerous iterations into a unified plan. Mr. Slavin advised that the current situation demands a refresh and emphasized the need to re-evaluate the decisions and assumptions made, keeping in mind the evolving economic and market dynamics, as well as the limitations faced by the corporation. He reviewed the conceptual plan, as follows:

Marina District

At the upper left-hand corner of the plan, there is a parcel that refers to the Marina District, originally designated for Marina operation. The Branch Canal comes in at a diagonal where it meets the Delaware River. That upper portion, where it looks like there is a new Marina, is land that is owned by the US Army Corp of Engineers (USACE). It is not out of the question that the FDRPC could own it, lease it, or help secure the use of it, but it should not be relied upon for planning purposes with the level of detail that they have in the past without the ownership issue being resolved.

Down the middle of the plan, shown in yellow, is proposed new construction of townhouses and condominiums at Marina Village. This is the second phase of housing and they are in the process of getting approvals from the City Council, the Planning Commission and the Board of Adjustment. Other approvals are necessary from DeIDOT and DNREC and the National Park Service, which would release and trade some of the protections that are on that land and place it on other lands on the campus.

Water Treatment Plant

Immediately to the right of the upper left-hand corner is the water treatment plant, represented by a block with circles in it. One of the assumptions was that the plant would eventually move off of the Fort DuPont campus. There has been very little movement in that direction and it should be assumed that the plant will stay where it is.

Canal District

Further down the plan toward the diagonal cut of water, is the Canal District, which is fully built out and Officers Row is built out except for four vacant lots, all but one of which are sold. That community is seen as a key factor influencing the larger plan due to community expectations regarding amenities.

Parade Ground, Theater, and PX

The Parade Ground is shown in the middle third of the plan and is represented as the large green area. The proposal is to keep it as a flexible open space area with a minimal amount of programming. Moving towards the river are the theater and PX buildings, which will be pivotal for providing amenities.

Old Battery Lane

From the middle of the plan, there is a sharp line from the point in the river which is part of the State Park system. Either side of Old Battery Lane is where some of their acute concern is now. The buildings that are between the Parade Ground and Old Battery Lane necessitate a strategic approach for adaptive reuse.

Undeveloped Land

The large yellow block with an H next to it on the plan is undeveloped land conceptualized as warehousing or light industrial. For the purposes of this exercise, that space is open to reconsideration in light of changing needs and possibilities, keeping in mind that warehousing and light industrial may not be the highest and best use now, 10 years later.

Preservation and Development

Acknowledging the historical significance of the campus and previous demolition of some buildings, efforts will be directed towards preserving the core historic buildings and implementing adaptive

reuse strategies. The potential for residential infill and larger-scale new construction remains feasible in certain areas. Market trends indicate a shift from office spaces to residential units, impacting the initial concept for certain buildings like the Governor Bacon and Painter buildings along the Parade Ground.

Amenities Planning

An original exercise took place with the Hitchcock Group; however, it did not involve a lot of people. Hitchcock was brought back to involve people with presentations and workshops.

Referring to the conceptual plan, Chair Edgell noted that the existing buildings were indicated by blue footprints and the yellow footprints signified proposed future structures, presenting ample opportunities for infill. He clarified that certain sections, like the lots along Officers Row, are designated for residential purposes. Conversely, the area previously intended for warehousing presents an open canvas for considerations during the ongoing planning process.

Mr. Edgell advised that the Marina Village project was currently in the contract phase for the construction of approximately 100 to 128 townhouses. Stressing the corporation's responsibility for obtaining the necessary approvals, he acknowledged the challenges and uncertainties involved in navigating the extensive approval process. These complexities, he noted, should be kept in mind. He also noted the known element of the National Guard area at the bottom right corner, indicating that it will remain unchanged.

HISTORY OF CONCEPTUAL PLAN DEVELOPMENT

Mr. Tim Konkus recalled the early discussions with Sasaki Associates, the original planner for the project about a decade ago. He mentioned the dynamic nature of the meetings held at the Firehouse, where participants from various backgrounds shared their views on the project. Mr. Konkus highlighted the unconstrained nature of these discussions, allowing for a free flow of ideas and suggestions, regardless of their feasibility. He noted that one of the most exciting aspects of the process was the online discussion. It was an open space where everyone could share their thoughts as long as they were socially acceptable. The resulting discussions were very valuable, focusing primarily on the future of the land and people's aspirations for it.

Referring to the plan, Mr. Konkus pointed out the Marina in the upper left corner and noted the absence of the hotel and Convention Center initially proposed for the area extending into the Delaware River. He drew attention to the density of homes near the Lennar development, emphasizing the significant changes over the past decade. He also mentioned an earlier suggestion made during the Sasaki meeting about the possibility of exchanging the 6F land for the Grassdale parcel, which would be a higher and greater value than the 6F land by the river.

Mr. Konkus advised that the envisioned design for the area along Newcastle Avenue, now known as Old Elm Avenue, was inspired by the former military base, The Presidio. He described the original plan for the elegant Gregorian-style multifamily residences with tree lined streets and sidewalks and beautifully manicured gardens, contrasting it with the current denser layout in the new master plan.

SECTION 6(F) OF THE LAND AND WATER CONSERVATION FUND ACT OF 1965

Section 6(f) of the Land and Water Conservation Fund Act of 1965 (LWCF) mandates that any conversion of lands or facilities purchased with funds from the Land and Water Conservation Act for non-recreational purposes must be coordinated with the National Park Service.

Mr. Mike Tholstrup of the Delaware Division of Parks and Recreation explained that, acting as the state liaison for the National Park Service, the Delaware Division of Parks and Recreation manages the transfer of information and internal decision-making processes to ensure the preservation of these lands for outdoor recreational use and to maintain accessible open space for public use.

Mr. Tholstrup noted that while land conversion or relocation is not uncommon, it is a significant process to go through. Over the past 15 years, various proposals or suggestions have been considered by Fort DuPont, but no final decision had been reached regarding the new boundaries or the designation of a new protected area. He mentioned that they have recently been actively communicating with their National Park Service representative, ensuring that they are informed of the potential changes to the map, the rationale behind their decisions, the factors considered in the recreational planning process, the public feedback incorporated, and how it affects the outdoor recreation plan.

Mr. Tholstrup advised that, typically, key concerns revolve around the location of the areas considered for a 6F swap, their current utilization, and whether they are presently utilized as park spaces. He clarified that if an area is already serving as a park space, including it in the protected area would not significantly expand the park's space. Regarding the Parade Ground, he highlighted that although it is maintained as an open space, it is not managed or operated as a park. He mentioned that they are currently undergoing an internal review within DNREC, ensuring that the division director comprehends the implications of the change. Several mapping exercises have been conducted to visualize the potential new boundaries, connectivity, and if the area being identified as the new 6F protected area would function as a park in perpetuity.

Mr. Tholstrup presented a map outlining both the current and proposed 6F protected areas for review.

RECREATION CONCEPTUAL PLAN PRESENTATION – HITCHCOCK DESIGN GROUP

Mr. Andy Howard and Ms. Bridget Dietrich of Hitchcock Design Group presented conceptual plans revised to incorporate community-driven insights, considering both passive and active recreational components. It was noted that this is the second pass at their preliminary concepts. Initially, they designed a plan that was densely focused on active recreation. However, after revisiting their assumptions and engaging with the community at various in-person events, they gained a better understanding of the community's preferences for the size and scope of recreational amenities. These ideas are still in their early stages and the next step is to present them to the community for their feedback, make sure they heard, understood and interpreted the feedback correctly and see what the preference is for a single plan moving forward. The long-term vision is to synthesize these ideas into a unified plan that encompasses various elements. The area of focus spans from the section north of Exchange Road to the peninsula known as Fishing Point.

Referring to the site plan, Ms. Dietrich noted the following:

- Throughout the discussions with community members, a lot of consideration was given to where it was appropriate for high-use, active recreation, quieter, passive recreation that is a little less noisy and busy and where it is appropriate to incorporate different nodes to nature appreciation and the sites rich military and social history.
- Expanding beyond the park site, they have begun exploring locations for potential memorials to the Fort's military service, marked in pink to denote seating areas along key locations, largely along the bike trail (highlighted in blue) running atop the levee.

- Spots for nature appreciation have been identified and are indicated by green asterisks and the main active parkland is represented in yellow.
- The area behind the theater and the PX (in orange) has been identified as a potential activation area. Although the current focus remains on the broader development, they are mindful of the possibility of utilizing the PX and theater for public use in the future, thus preserving these spaces for potential recreation and community uses.
- One of the recreation amenities being considered is a dog park, which requires a considerable amount of space. A very brief study was conducted to consider moving the dog park out of the yellow or orange areas (active parkland and potential activation) into the dark blue section of the site (possible alternative dog park at Delaware Avenue and Colter Road). The study took into account the potential impact on the existing active recreation amenities and other amenities being considered for inclusion in the park spaces.

Referring to Concept 1, Mr. Howard and Ms. Dietrich noted the following:

- Concepts have been developed to address accessibility and parking arrangements. People will be walking and riding bikes, some from nearby residences. The aim is to ensure equal pedestrian and vehicular access.
- One concept considers eliminating a through road with the focus on integrating the open space from the Delaware River into the central core area, creating an uninterrupted space. This includes an open lawn space shaped in an oval or circular form, as well as more active recreational features, such as four pickleball courts, a single tennis court, and a full-court basketball court further north.
- Discussions included strategies to attract teenagers and tweens. One of the ideas explored was the concept of American Ninja Warrior, combining elements of fitness and challenge courses catered toward older children and young adults. While this course targets teenagers and tweens, it is open for use by adults, caregivers, and individuals of varying ages. This inclusive approach aligns with the feedback received during the community meetings and survey, emphasizing the need to create a space that accommodates multi-generational activities.
- The playground area is indicated in blue and includes a gazebo for shade and a restroom. To protect the restroom from potential floods, the existing 3- to 4-foot-high levee berm will be used for elevation. The restroom serves both the playground visitors and those on the levee path. Although not depicted, some seating areas are proposed along the levee such as a bench or a bench swing, realizing that the views and the star of the show is the Delaware River.
- The parking off Old Battery Lane currently extends out and over where the proposed levee is located and there is an existing gravel parking lot with signage or a trailhead. Concept 1 proposed bringing the parking inside the levee. Other concepts move parking closer to access the peninsula or the fishing point.
- The large red rectangles denote the existing historic structures within the area. While firm plans for utilizing the structures are yet to be decided, they are ensuring that the buildings are included and having some integration in the design. This integration guarantees that if they were to be repurposed as public gathering spaces or storage for recreational amenities, they would still be incorporated in the park layout without cutting off the park amenities.

- Just south of the designated challenge sports area, represented by a gray, amorphous shape, there is the opportunity for a wheeled plaza to cater to the older age group using scooters, inline skates, and skateboards. While the idea of a skate park is still valuable for many of those activities, they are also exploring the possibility of incorporating pump tracks and other facilities for those learning to ride a bike. This concept can be re-evaluated for need.
- Due to their preliminary nature and the wide-scale view, many other aspects that have been discussed with the community and leadership do not appear on the plans. These include considerations such as natural plantings, a detention basin, accommodations for the existing wetlands on the site, which the engineer is currently evaluating under EPA regulations. Additionally, there are other green initiatives being contemplated like the use of permeable surfaces and a sizable parking lot that could be converted into an overflow area to the north, reinforcing it, or alternatively removing it entirely, except during peak usage times. As the project progresses and the layout is finalized, these additional considerations will be incorporated into the final construction plan.

Referring to Concept 1 - Overlay, Ms. Dietrich advised that this first version shows what it could look like if the dog park were removed off site. The dog park, which would be kept within the recreation amenity, would be approximately 1 acre with a .4-acre area for small dogs and a .6-acre area for the large dogs. This version keeps the recreation very close.

Referring to Concept 2, Mr. Howard noted that the main difference with the second version is that the dog park is located to the south with a drive-through destination to connect Old Battery Lane. It is a meandering drive to help slow vehicles down. The larger parking lots are located on the west side with an alignment with pedestrians to get them across Exchange Road, depending on what happens and gets developed in the open lot area to the west. There is access to the main dog park area which is divided into roughly 1 1/2 acres of an acre for the large dog park and a half acre for the small dog park.

Still referring to Concept 2, Mr. Howard and Ms. Dietrich noted the following:

- The amenities to the north are still the two pickleball courts, one tennis court, lawn games such as a permanent bean bag toss game, or more of a tables and chairs type of area where you could play chess or checkers, or bocce. Then the main area, which would be the play space, the initial concepts are steering away from designs that are overly themed toward the history of the site and the military aspect, but more toward the nature-based aspect and asset of the Delaware River and the birding corridors. A nautical theme for the play equipment might be an option moving forward.
- Instead of full court basketball, this plan considers three half-court basketball which would be more casual pickup games and less formal full court basketball play.
- To the northwest either of two options for the challenge/fitness area could be a mix or variety of the Ninja Warrior Challenge course material and outdoor fitness equipment. A variation that would appeal to the teams through the adults and provide play options that are not just limited to a playground and traditional equipment for the younger children. Both the playground and the challenge/fitness areas have been mapped out with standard sizes and they are confident that these shapes and sizes would fit equipment and be adequate to provide a good range of activity for a playground in the larger of the two circles and the fitness challenge idea in the smaller circle.

- The restrooms are shown along the levee with shelters built in and another small shelter area shown to the side with open lawn that could be used very freely for informal gatherings, rented out for community members, or even used for some official programming.
- This concept depicts the idea that parking can cross the levee and provide trail head parking along Old Battery Lane. The design focuses on ensuring the safety of the bike trail and managing the natural features and water protections close to the shoreline. In order to enhance accessibility to fishing point and the trailheads, especially for those with limited mobility, the plan carefully considers two options: one with vehicular access crossing over to the northern area and the other without.
- It was prefaced that the green areas designated as open lawn are viewed at a conceptual macro level and not everything seen in green is going to be turf or lawn. For the levee and other areas, the incorporation of native plants and rain gardens with native plantings are proposed. Heading north toward the Delaware River, consideration is given to decreasing maintenance, increasing biodiversity, decreasing maintenance, and managing water on site by filtering it with native plants.

NEXT MEETING DATE

The next meeting is scheduled for October 24, 2023 at 4:00 p.m.

Chair Edgell requested that an update on the status of brownfield remediation on the campus be provided.

ADJOURNMENT

By unanimous consent, the meeting adjourned at 5:09 p.m.

Exhibits

Exhibit 1 – Land Use Planning Committee Charter

Exhibit 2 – Fort DuPont Conceptual Plan

APPROVED: *October 24, 2023



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.

11. 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.

12. Duration: The committee shall remain in operation at the discretion of the Chair of the Board of Directors.

16. Signatures: By signing below, committee members acknowledge their commitment to the responsibilities outlined in this charter.

[Insert space for signatures and date]

This charter is approved by [Name of Approving Authority] on [Date of Approval].



- LEGEND**
- TRAIL HEAD
 - GENERAL PARKING
 - TRAIL HEAD PARKING
 - A** CANAL DISTRICT (RESIDENTIAL)
 - B** OFFICER & ROW (RESIDENTIAL)
 - C** MIXED / COMMERCIAL MIXED USE
 - D** MARINA VILLAGE DISTRICT (MIXED USE)
 - E** TRASHMEN DISTRICT
 - F** QUARTER MASTER DISTRICT (RESIDENTIAL & RECREATION)
 - G** BATTERY ROW DISTRICT
 - H** REEVES FARM DISTRICT (PUBLIC/PRIVATE SERVICES & MAINTENANCE)
 - I** EXISTING NATIONAL GUARD
 - J** BARRACKS DISTRICT (OFFICES & PROFESSIONAL SERVICES)
 - K** PAVAGE GROUNDS
 - L** EXISTING BOAT TRAILER PARKING LOT
 - M** EXISTING PUBLIC BOAT RAMP
 - N** RECREATION AREA
 - O** EXISTING WASTEWATER TREATMENT FACILITY
 - P** REFORESTATION
 - Q** MEADOW
 - R** Tidal Waters / BAW BMP
 - TRAIL OVERLOOK
 - TRAILS / POLYKINETS**
 - EXISTING DELAWARE CITY PROMENADE
 - PROPOSED CANAL DISTRICT PROMENADE
 - PROPOSED HIKER / BIKEWAY TRAIL
 - PROPOSED SUPERIOR BOAT SURFACE LOOP TRAILS
 - ASPHALT PAVEMENT
 - STRUCTURES**
 - EXISTING
 - PROPOSED
 - EXISTING NEW CONSTRUCTION



MAY 24, 2022



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.

11. 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.

12. Duration: The committee shall remain in operation at the discretion of the Chair of the Board of Directors.

16. Signatures: By signing below, committee members acknowledge their commitment to the responsibilities outlined in this charter.

[Insert space for signatures and date]

This charter is approved by [Name of Approving Authority] on [Date of Approval].



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

Fort DuPont Redevelopment and Preservation Corporation Land Use Planning Committee

September 26, 2023 – 4:00 p.m.

Anchor location:

Delaware City Community Center
250 5th St
Delaware City DE 19706

Link: <https://us06web.zoom.us/j/81648933503?pwd=lzFXkNB1ZlpbTQ7DxDaNoaNU24VG5I.1>

Zoom Meeting ID: 816 4893 3503

Passcode: 188082

AGENDA

1. Call to Order
2. Roll Call
3. New Business
4. Executive Session (if needed)
5. Action to be Voted Upon from Executive Session (if needed)
6. Next Meeting Date: October 9, 2023 at 4:00 p.m.
7. 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.

“A Historic Past”



“A Bright Future”

THE CITY OF DELAWARE CITY

407 Clinton Street – P.O. Box 4159

Delaware City, Delaware 19706

Phone: 302-834-4573 Fax: 302-832-5545

**NOTICE OF REGULAR MEETING
DELAWARE CITY PLANNING COMMISSION
MONDAY, JULY 1, 2024 – 6:00 P.M.
DELAWARE CITY COMMUNITY CENTER
250 Fifth Street**

Proposed Agenda:

1. Roll Call
2. Action upon Minutes of previous meeting
3. Discussion on Parking Requirements in the C-1 District.
4. Land Use Plan for Fort DuPont. Presentation by Tim Slavin and David Edgell (Board of Directors of FDRPC).
5. 214 Clinton Street - Tupp Signs, Inc for Spicer Mullikin / 214 Clinton Street, LLC-

Variance request:

ARTICLE X. – SIGN AND OUTDOOR ADVERTISING REGULATIONS. Sec 46-81. (f)

- **Maximum Sign Square Footage from 2 Sq Ft to 12 Sq Ft in R-1 Zoning.**
- **To allow Internal Illumination.**

Note: These agenda items may not be considered in sequence. This Agenda is subject to change to include additional items or deletion of items that arise at the time of the meeting.

Posted(Revised 6/24/24) June 21, 2024 Town Hall, Post Office, Sunset Market, Citgo Gas Station, Library, www.delawarecity.org

"A Historic Past"



"A Bright Future"

THE CITY OF DELAWARE CITY
407 Clinton Street – P.O. Box 4159
Delaware City, Delaware 19706
Phone: 302-834-4573 Fax: 302-832-5545

**MINUTES
CITY OF DELAWARE CITY
MAYOR & COUNCIL
PUBLIC HEARING 6:00pm
MONTHLY MEETING 6:30pm
Monday, July 15, 2024
DELAWARE CITY FIRE HALL
815 FIFTH STREET**

CALL TO ORDER – PUBLIC HEARING

Mayor Johnson called the public hearing to order at 6:00pm (It was recessed at 6:04pm; reconvened at 6:30pm; and adjourned at 7:45pm).

- 403 William Street (Preston Carden) Minor Subdivision
- Second Reading and Possible Adoption of Ordinance 24-0424-01 (To Amend Section 46-16(t) Short-Term Rental)
- Resolution 24-0715-01 Adopting Final Operating Budget FY25
- Resolution 24-0715-03 Adopting Final Capital Budget FY25
- Resolution 24-0715-04 Allow the City to Participate in the State of Delaware, County and Municipal Police and Firefighter's Pension Plan
 - Council Member Dudlek said that he is favor of this plan. With it, the city should be able to retain "good quality" officers – like the ones currently in place.

CALL TO ORDER – REGULARLY SCHEDULED MEETING

Mayor Johnson called the regularly scheduled meeting to order at 6:30pm.

PLEDGE OF ALLEGIANCE

Mayor Johnson led the Pledge of Allegiance.

ROLL CALL

In addition to Mayor Johnson, Council Members Jackson, Dudlek, and Roberts were present. Also, in attendance were Acting City Manager Loveland, Police Chief Henderson, and City Solicitor Rhodunda.

ACTION UPON MINUTES

Council Member Jackson made a motion to accept the June 17, 2024 minutes. The motion was seconded by Council Member Roberts. A vote was taken, and all members were in favor. *Minutes were accepted as written.*

CERTIFICATION OF THE JUNE SPECIAL ELECTION

Tim Dilliplane (Chairperson of the Board of Electors) certified this election. The official winner of this election was David Turley. (He received 76 votes, while James McMahon received 12 votes).

Council Member Jackson made a motion to certify this special election. This was seconded by Council Member Dudlek. A vote was taken, and all were in favor. *The motion passed.*

SWEARING-IN OF NEW COUNCIL MEMBER

Mayor Johnson swore-in David Turley as the newest council member. His wife held the Bible as he took his oath. He took his place “at the table” with the mayor and other council members.

ELECTION AND SWEARING-IN OF VICE MAYOR

Council Member Roberts made a motion to nominate Council Member Jackson for the position of “vice mayor.” This was seconded by Council Member Dudlek. A roll call was taken, and all were in favor. *The motion passed.*

Mayor Johnson swore-in Council Member Jackson to the position of Vice Mayor of Delaware City.

POLICE REPORT

Chief Henderson gave the following report:

CALLS FOR SERVICE	TOTAL REPORTS
JUNE 2024	YTD 2024
39	301
JUNE 2023	YTD 2023
51	382
% CHANGE	% CHANGE
-23.5%	-21.2%

Significant Events:

- There were 32 traffic arrests; 8 traffic warnings; 3 crime prevention checks; 17 crime reports; 14 field service reports; 3 accidents; and 8 criminal arrests.
- Lt. Clemons handled a single vehicle – property damage – crash on Fifth Street where there was probable cause that the operator was under the influence of drugs. During the course of the

investigation, heroin was discovered during a vehicle search. Methamphetamine and a large quantity of marijuana was also located on the suspect, who was charged with driving under the influence and possession of the above-mentioned drugs. The defendant was released on unsecured bail.

- The Department had the honor of participating in the Juneteenth Celebration at the African Union Church Cemetery which was a huge success and included an impressive turn-out.
- The camera expansion project has begun with work being conducted at DCPD. Delmarva Power finalized some loose ends throughout town that will now allow Emergency Response Protocol to start their exterior camera installations.
- The second-annual Delaware City's National Night Out will be held on August 6, 2024 from 6:00pm to 9:00pm. This celebrates law enforcement and first responders across the country.
- On August 22, 2024 from 11:00am to close, 20% of all sales at Crabby Dick's in Delaware City and Rehoboth Beach will be donated to the Law Enforcement Thank-You Ride Fundraiser.
- Two experienced, part-time police officers have been hired.
- The police accountability committee has been "briefly tabled."

CITY MANAGER'S REPORT

Acting City Manager Loveland gave the following report:

Community Center HVAC Replacement:

- No new updates. The project is underway.

Monroe-Madison Street Flood Mitigation Project:

- Last week we received our "grant award letter" from FEMA. We are signing and returning the acceptance forms to DEMA. The next step will be a kick-off meeting with DEMA.

Community Center Generator Project:

- Fayda Engineering had their second site visit today for additional understanding, as they put together the bidding package. They will set up a date soon to meet with the city to discuss the "drawing and specifications" for the bid.

Delaware City Library ADA Ramp Upgrade:

- We will begin work on the entrance to the library to bring it into ADA compliance. We are in the process of working with the engineers on the design.

Attended the Following Meetings:

- Board of Adjustment meeting on June 25, 2024
- Planning Commission meeting on July 1, 2024
- HPC meeting on July 9, 2024
- Fort DuPont Board Meeting on July 10, 2024

REPORT OF CITY SOLICITOR

Mr. Rhodunda reported:

- His office has been working on some amendments/revisions to the short-term rental ordinance that passed in May. This is now complete.
- The Weekly newspaper videotapes each Mayor & Council meeting and releases them on YouTube. By using closed captioning, this may be helpful to those with hearing issues.
- There is an "introduction and first reading" of an ordinance dealing with the "private use of city property" tonight. There won't necessarily be a discussion on this tonight, but the goal is to get the ordinance out before the public for their review and comments. It will be available online.

- He attended the July Planning Commission meeting that was addressing the parking issue in town. The Planning Commission made some recommendations that will be discussed tonight.

ACTION UPON FINANCE REPORT

Finance Manager Gray was not present at the start of the meeting and when it came time for her report. The finance report will be addressed later in the meeting.

REPORTS OF COMMISSIONS/COMMITTEES/ORGANIZATIONS

Mayor Johnson: Council Member Saunders has resigned his position due to family issues. Please keep Dan and his family in your thoughts and prayers.

Lynn Dilliplane / Historic Preservation Commission: The HPC approved the plans for an (ADA-compliant) exterior update at the library. There will be a new ramp and doors at the front of the library, as well as, new concrete steps, landing and sidewalks. A ramp in the back of the library was removed for safety reasons and will be replaced with steps.

Tim Dilliplane / Planning Commission: A meeting was held on July 1, 2024. There was an informational presentation about the new land use plan at Fort DuPont. The parking situation in town was also discussed and recommendations made to Mayor & Council. As Chairperson of the Board of Electors, he feels that any vacant council seats should go back to “being appointed” by the mayor and not decided on by special election. Each “special election” costs the town a couple thousand dollars. Any changes to this process must be done by a “charter update.”

- Council Member Roberts feels an election should be had – for the existing, vacant seat – as soon as legally possible.
- Vice Mayor Jackson said that a special election should be had – for two seats – after Council Member Dudlek’s election to the county has been decided. This would be for Council Member Saunder’s and (potentially) Dudlek’s vacant seats.

Mary Bricker-Jenkins / Friends of the African Union Church and Cemetery: For their work during the Juneteenth celebration, she gave “special thanks” to Loree Elton at the library, Mayor Johnson, Chief Henderson, Acting City Manager Loveland, Lynn Dillipane (Harriett Tubman exhibition), and Tim Konkus from Main Street.

Dave Turley / Tree Commission: There will be some tree-trimming in town this week by The Cutting Edge. The refinery had its annual “Charity Golf Fundraiser” today. The contributions from the refinery will positively affect the town. Because he is now on town council, he will have to resign from the Tree Commission. Claire Wyngaard has volunteered to fill this seat and potentially fill the chairperson role as well.

Loree Elton / Library: She wanted to thank Acting City Manager Loveland and also council for their help in securing the improvements that are now taking place at the library. She is very appreciative of their help. The “summer reading challenge” is still ongoing. There will be a “map-making program” for kids on July 16, 2024. The Wilmington Police Department (with one of their canine officers) will be visiting the library on the morning of July 17, 2024. Hopefully there will be a “game-night for adults” upcoming.

Tim Konkus / Main Street: The National Night Out – supporting police officers and other first responders – will be on August 6, 2024. Every Tuesday night in August there will be “music in the park” from 6:00pm to 9:00pm. Many of the merchants in town will offer a 10% discount in their stores on these Tuesday evenings. A photographer from “Out and About” magazine will be coming to town on July 16 – 17, 2024 to take photographs for an upcoming article on Delaware City.

Lydia Dudlek / Dragon Run Park District: There will be a bus trip to Hershey Park on July 20, 2024. You must have pre-registered for this trip. The buses will load at 8:30am at the library. On August 10, 2024 from 1:00pm to 4:00pm, there will be a Water Party Bash at Dragon Run Park. Water slides and food will be provided. Please bring a towel and a chair. They will also be in attendance at the National Night Out in the park.

Wendy Rogers / Delaware City Day: The next meeting will be on August 15, 2024 at 6:00pm at the library.

OLD BUSINESS

1) Discussion on Parking Requirements in the C-1 District

A moratorium was placed on the parking requirements in town at the June Mayor and Council meeting. It was to remain in effect until the Planning Commission could address this issue at their July 1, 2024 meeting. Tim Dilliplane (Chairperson of the Planning Commission) submitted a memorandum to Mayor and Council with recommendations.

- The 600-foot distance requirement would be increased from 600 feet to 2,640 feet (1/2 mile)
- The combination of on-street parking and off-street parking within 2,640 would be deemed adequate for commercial parking requirements.

Vice Mayor Jackson made a motion to have the city solicitor draft a parking ordinance (for the C-1 District) containing the above recommendations of the Planning Commission. This was seconded by Council Member Dudlek. A vote was taken, and all were in favor. *The motion passed.*

Council Member Dudlek made a motion to have the city solicitor draft a parking ordinance (to include the C-1L District) containing the above recommendations of the Planning Commission. This was seconded by Council Member Roberts. A vote was taken, and all were in favor. *The motion passed.*

2) Second Reading and Possible Adoption of Ordinance No. 24-0424-01 (To Amend Section 46-16(t) Short-Term Rental Use)

This ordinance has already passed. There needs to be no more discussion tonight.

NEW BUSINESS

1) 403 William Street (Preston Carden) Minor Subdivision

Mr. Carden was unable to attend tonight's meeting, and he asked that this project be removed from the agenda for tonight. He will bring it before council at a future meeting.

2) Land Use Plan for Fort DuPont – Presentation by Tim Slavin and David Edgell (FDRPC Board of Directors)

Tim Slavin began the discussion. This presentation is for informational purposes only. Mr. Slavin and Mr. Edgell want to provide an inclusive and transparent land use plan that will outline future growth on the Fort DuPont campus. This plan is "conceptual" in scope. This same presentation was made at the July 1, 2024 Planning Commission meeting. Additionally, there will be a July 24, 2024 public information session at the fire hall. August 14, 2024 this plan will go before the FDRPC board for final adoption.

- Mr. Slavin introduced Valarie Miller who is a new planner with Fort DuPont.

Some highlights of the plan include the following:

- The Land Use Planning Commission was chartered in January 2024. They met six times, and each meeting was open to the public.
- Several areas will remain "untouched" on the campus
 - National Guard site
 - New Castle County water treatment plant

- Parade Grounds
- DNREC boat ramp
- Homes in the Canal District and on Officers Row
- Wetlands, flood plains, woodlands along the river
- They identified six “opportunity areas” on the campus and developed goals and objectives for each area.
 - Marine District/marine mixed-use
 - Marina Village/residential
 - Active recreation
 - Parade frontage (central historic core)/mixed-use
 - Light Industrial
 - South field/mixed-use

Public Comments

- Toby Williams: He sat on the Planning Commission in 2016 when then plans for the annexation/development of Fort DuPont were being considered. He thinks that Fort DuPont should still consider building a new marina. He said Chesapeake City has several marinas, and they are all thriving. Competition is good for business and the city.
- Tim Dilliplane: Will the city have to go through the annexation process of “Opportunity Area 1 – Marine District” when the Army Corps gives up the title to the land? The answer is no, it is already annexed into Delaware City, but it would just be a matter of changing ownership.
- Resident: She suggests having a small grocery store on the Fort grounds.
- Mayor Johnson: Is there any talk with the county about moving the water treatment plant? Mr. Slavin said he is “open” to this kind of discussion, but at least for right now, it is going to remain in place. It would be a massive undertaking – and cost a huge amount of money – to move it.
- Council Member Turley: Is the bike trail also intended to provide some sort of stormwater/flood mitigation? Mr. Slavin said the trail will be built on a levee, but it will not satisfy the Army Corp’s definition of a levee. The trail will be elevated at six to eight feet and be about ten-feet wide.
- Mike McMichael: On the eastside of the campus (adjacent to the river) has the high chance of future flooding been considered? Will that area be built up? Mr. Slavin said the elevated trail will provide some sort of “relief” (at 6-8 feet in height).
- Resident: It is important that the historic buildings in Fort DuPont are maintained.
- Resident: Are there any “unexploded munitions” in the National Guard area of the fort? Mr. Slavin said that the state forestry department maintains this area
- Council Member Dudlek: He would be in favor of having a LabCorp or some sort of medical aid unit at the fort.
- Mayor Johnson: Are the historic buildings at the fort that are being redeveloped/preserved, doing so “in cooperation” with the city’s Historic Preservation Commission (HPC)? If not, Fort DuPont and the HPC should work together. Is a dog park going to be developed at the fort? Mr. Slavin said that there are plans for a dog park in one of the recreation areas of the Fort.

3) Discussion on Library Lease

Mayor Johnson started the discussion. At this time, the library lease has expired. He would like council to authorize the acting city manager to start negotiations for a renewal of a long-term lease with the library. He would like to see a 10-year lease with the library.

Vice Mayor Jackson is a “firm believer” in having a good local library system. He was using libraries in the county from the age of 8 – 17. He wants to see the library stay and would be in favor of a 10-year lease. Council Member Dudlek is also in favor of a long-term lease for the library.

Vice Mayor Jackson made a motion to authorize the acting city manager to start negotiations with the library for a long-term lease with conditions that are “acceptable and favorable” to both parties. This was seconded by Council Member Roberts. A vote was taken, and all were in favor. *The motion passed.*

4) Resolution 24-0715-04 Resolution to Permit the City of Delaware City’s Police Department to Enter into a Contract with the State Board of Pension Trustees to Allow the City to Participate in the State of Delaware, County and Municipal Police and Firefighter’s Pension Plan

Council Member Turley made a motion to authorize the above resolution (for participation in a pension plan). This was seconded by Council Member Dudlek. A vote was taken, and all were in favor. *The motion passed.*

5) Introduction and First Reading of Ordinance 04-0715-01 (Related to Private Use of City Property)

City Solicitor Rhodunda said that the idea tonight is to “bring forward the concepts” proposed by council members dealing with the “private use of city property.” Tonight is for an introduction and first reading only. This will allow the issue to be put “out on the table” for all to see. The “concept” is to have a permit process that will be reviewed/approved by the city manager.

Vice Mayor Jackson made a motion to accept the introduction and first reading of the (above-referenced) ordinance for the “private use of city property.” This was seconded by Council Member Dudlek. A roll call was taken, and all members voted yes. *The motion passed.*

6) Resolution 24-0715-01 Adopting Final Operating Budget FY25

Mayor Johnson said that the operating budget for FY25 is \$2,241,725. This amount includes a pay rate increase for the police department and enrollment in the pension plan. This provides a balanced budget without any tax increases.

Vice Mayor Jackson made a motion to approve this budget. This was seconded by Council Member Dudlek. A vote was taken, and all were in favor. *The motion passed.*

7) Resolution 24-0715-03 Adopting Final Capital Budget FY25

Mayor Johnson said that the capital budget for FY25 is \$2,761,795. This is a cumulative total of funds that the city currently has available to spend that were appropriated through the state (the Community Reinvestment Fund or CRF). These funds are being used for the camera system, library upgrades, paving, etc.

The city has recently been awarded \$350,000 from the Community Transportation Fund (or CTF). This is maintained through DelDOT and must be used for street repair, paving, parking lots, etc.

Council Member Dudlek made a motion to approve this budget. This was seconded by Vice Mayor Jackson. A vote was taken, and all were in favor. *The motion passed.*

MAYOR & COUNCIL COMMENTS

Mayor Johnson: The camera project that the city has been working on for one-year is finally happening. It is a “state of the art” system. He has recently accepted a position as the City Manager of Clayton. This does not require him to resign as Mayor of Delaware City, and he will continue on in town as usual. He thanked Chief Henderson (and his officers) for a for a substantial uptake in traffic enforcement. He gave special thanks to the police department, fire department, and Mary Bricker-Jenkins for their hard work during the very successful Juneteenth celebration.

Vice Mayor Jackson: None.

Council Member Dudlek: None.

Council Member Roberts: He was impressed with the presentation given by Fort DuPont tonight and would like to see their land use plan move forward.

Council Member Turley: None.

CITIZENS QUESTIONS/COMMENTS

Mary Bricker-Jenkins / Fort DuPont: She is concerned about where residents (especially residents of the mobile home park) can “take shelter” during tornado watches/warnings. The community center used to provide this shelter. This requires, however, someone to open the community center, etc. She wants to have Mayor and Council seriously consider this issue moving forward.

Mike McMichael / Washington Street: He wants to thank the police department for all their work in town. Even being short-staffed, they have “increased their presence” significantly, and he and others appreciate it. He asks that council review the property tax exemptions for seniors in town.

Tim Dilliplane / Clinton Street: A date needs to be decided upon for the next “special election.” September 17, 2024 was decided.

Gail Young / Resident: There are stop signs on Washington Street that cannot be clearly seen due to draping tree branches.

EXECUTIVE SESSION

Vice Mayor Jackson made a motion to go into Executive Session at 8:05pm. This was seconded by Council Member Dudlek. A vote was taken, and all were in favor. ***The motion passed.***

- The regular meeting was called back into session at 8:27pm.

FINANCE REPORT

The finance report was provided by Finance Manager Gray at 8:28pm. The city will end the year with a surplus. Mayor Johnson will have several additional bank accounts opened for larger programs/projects. This will enable “housekeeping” that will ensure the city’s accounting is “smooth and clean” and in 100% compliance with all the existing regulations for grants and other monies received.

Vice Mayor Jackson made a motion to accept the finance report dated July 15, 2024 (subject to audit). This was seconded by Council Member Turley. A vote was taken, and all were in favor. ***The motion passed.***

ADJOURNMENT

Mayor Johnson entertained a motion to adjourn the Mayor & Council meeting. Vice Mayor Jackson made the motion. Council Member Roberts seconded the motion. All members were in favor. ***The meeting was adjourned at 8:33p.m.***

*Respectfully,
Tina Pincus
City Secretary*



**Fort DuPont Redevelopment and Preservation Corporation
Board of Directors Meeting**

August 14, 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 July 10, 2024
4. FY 2023 Audit Report (George Fournaris of Belfint, Lyons & Shuman, P.A.)
5. Engagement Letter for FY 2024 Audit
6. FY 2025 Operating and Capital Budget Approval
7. Funding Request FY 26 Governor's Recommended Budget
8. Appointments to Board of Directors of Friends of Fort DuPont
9. Land Use Planning Committee Presentation
10. Treasurer's Report
11. Executive Director's Report
12. Committee Reports
 - a. FDRPC Finance and Audit Committee Meeting of June 10, 2024
 - b. FDRPC Executive Committee Meeting of June 24, 2024
13. Delaware City updates
14. Public comment
15. 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 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.}

16. Actions to be voted upon from Executive Session (if applicable)
17. Next meeting date: September 11, 2024, at 9:30 a.m.
18. 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 on July 10, 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 9:40 a.m.

BOARD MEMBERS PRESENT

Mr. David Edgell (Office of State Planning Coordination)
Secretary Shawn Garvin, Department of Natural Resources and Environmental Control (DNREC)
Mr. Michael Graci (Fort DuPont Resident)
Ms. Britney Loveland (Interim Delaware City Manager)
Ms. Ruth Ann Miller (Controller General of the State of Delaware)
Ms. Wendy Rogers (Fort DuPont Resident)
Dr. Courtney Stewart (Office of Management and Budget)

BOARD MEMBERS ABSENT

Mr. Rony Baltazar-Lopez (Secretary of State)
Mr. Doug Eriksen (Delaware City Resident)
Mr. Kurt Foreman (Delaware Prosperity Partnership)
Ms. Winvenia Graham (Delaware City Resident)
Senator Spiros Mantzavinos (Chair, Bond Bill Committee)
Representative Sean Matthews (Co-Chair, Bond Bill Committee)

STAFF MEMBERS PRESENT

Mr. Tim Slavin, FDRPC Executive Director
Mr. Bert Scoglietti (designee of Controller General of the State of Delaware)
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP.
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP.
Ms. Crystal Pini-McDaniel, FDRPC Operations Manager

OTHERS PRESENT

Ms. Grace Mudrick, NAI Emory Hill
Mr. Bernhard Hansen

APPROVAL OF MINUTES – FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION (FDRPC) BOARD MEETING OF JUNE 12, 2024

Dr. Stewart moved for approval of the FDRPC Board meeting minutes of June 12, 2024. 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 May 2024 and noted the following:

- 4010 State Appropriation – The rest of the FY24 appropriation from the state was drawn down in May. That number is at \$2.25 million under actual, which is actually up \$775,000. That was their last draw for the year.
- 6500 Professional Fees – In total, professional fees for May were up about \$75,000 in May. This includes engineering fees, which were up about \$35,000 and Legal and Accounting, which were up a total of about \$30,000.
- 6711 Building 20–PX – This line items is up \$16,000 and the work continues on that building.
- 6700 Total Improvements are up a total of \$33,000 in the month of May.
- 6800 Total Site Utilities – This line item is up \$15,000, but a lot of that is back-billed to some of the rentals.
- 7000 Operating Expenses – This line item is up by \$9,000.
- 7100 Common Area Maintenance – This line item is up about \$33,000, of which, as you expect, going from the spring to the summer, lawn care is up \$11,000 and landscaping is up about \$22,000 as the grounds need to be maintained.
- 7740 Total Salaries and Wages – These expenses are up about \$54,000 for the month of May and are tracking within budget.

Mr. Scoglietti noted that total expenses were up about \$255,000 over the month of April and the net income bottom line is showing a small positive because of the drawdown of the state money in the month of May.

Dr. Stewart moved for acceptance of the Treasurer's Report, seconded by Secretary Garvin and unanimously carried.

EXECUTIVE DIRECTOR'S REPORT

Mr. Tim Slavin, Executive Director, reviewed the Executive Director's Monthly Report for the period June 1, 2024 to June 30, 2024 and noted the following:

Bio basin Project – The first of three bio basins is 90% complete. Work will soon begin on the second bio basin, with elevation staking expected next week. The same crew will continue working on bio basins along Cook Street.

Battery Lane Duplexes – A pre-construction meeting was held with DNREC, and A-DEL Construction is the contractor. Mobilization with erosion and sediment controls is set for the following week, with DNREC inspecting those controls before work starts. There is a supply chain issue with catch basins and manhole covers, which A-DEL is coordinating with the county to resolve. Once this is addressed, work can proceed.

Surplus Warehouse on Old Battery Lane – The surplus warehouse on Old Battery Lane will receive a new roof, with mobilization planned in the next day or two. The roof replacement is expected to take two to three days. The decision to proceed immediately, despite the heat, aims to quickly improve the property.

Roof work is frequent due to insurance coverage requirements. With a switch to a new insurance carrier, attention to roof conditions is necessary to avoid higher premiums.

Chapel and Theater Projects – The chapel needs work on the doors and entranceway to complete the exterior shell and the theater requires replacement of the failing porch and work on the exterior doors. Both projects will mobilize shortly.

Land Use Planning Committee – The work of the committee is making its way into the community. A presentation was made before the Planning Commission the previous week and was well received. A presentation will be made before the Mayor and Council on Monday, July 15, 2024 and then there will be a community information presentation on the land use planning sessions and updating residents of Delaware City on some of the capital projects.

Branch Canal Revetment – All necessary submissions for the Branch Canal Revetment project are under review by the Army Corps of Engineers. There is no estimated timeline for the review, but efforts are ongoing to expedite the process, including escalating if necessary.

Marina Village 6F Swapping of Protections Issue – Mr. Michael Tholstrup from DNREC has coordinated with the State Historic Preservation Office to set up a meeting to assess the cultural resources affected by the proposed land swap related to 6F protections. This assessment will detail the significance of the site, adverse effects of the removal, and future consequences on the National Register of Historic Districts, as part of the Section 106 consultation. Information on previous public involvement needs to be compiled, much of which is already available and needs repackaging. Additionally, consultation with federally recognized tribes under the National Historic Preservation Act is required and is in process.

Real Estate – 1311 Officers Row is still available for sale.

FY2025 Funding Update – For FY2025, the appropriation in the bond bill remained level at \$2.25 million, unchanged from last year. The request for a higher amount was not included in the Governor's recommended budget and did not change during the legislative process. Two proposals submitted to the Community Reinvestment Fund, totaling \$1.1 million for the theater and chapel, were not funded. Further details will be discussed when addressing the draft budget.

Yorkston Consulting - Friends of Fort DuPont – According to the strategic plan, this organization is now prepared to begin its activities. Initial board appointments will be made soon, starting with five members, to establish and adopt bylaws and key nonprofit policies.

The adopted set of bylaws only require amendments now. Additionally, Friends of Fort DuPont has its tax number and 501(c)(3) status, with its corporate status also in place, making them ready to proceed.

The goal is to have a total of nine to twelve board members by the end of the year, and staff is currently working on generating interest for these positions. The bylaws specify that one board member from the FDRPC board will serve as a liaison on the new board. Staff is are eager to move forward and support this initiative.

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

COMMITTEE REPORTS

FDRPC Executive Committee Meeting of February 26, 2024

Dr. Stewart moved for acceptance of the FDRPC Executive Committee Report of February 26, 2024. The motion was seconded by Mr. Edgell and unanimously carried.

FDRPC Finance and Audit Committee Meeting of May 13, 2024

Dr. Stewart moved for acceptance of the FDRPC Finance and Audit Committee Report of May 13, 2024. The motion was seconded by Mr. Edgell and unanimously carried.

FY 2025 DRAFT OPERATING AND CAPITAL BUDGET

Mr. Tim Slavin, Executive Director, reviewed the preliminary draft budget and noted that it would be revisited for final approval in August. He advised that the budget has been created with very conservative revenue projections, assuming level funding from our appropriation and minimal additional revenue. Potential revenue sources include property sales, federal grants, and financing existing properties. Any resulting additional revenue will lead to an amended budget.

Mr. Slavin explained that revenue projections are notably lower than in previous years, reflecting the anticipated challenging year. Expenses have also been conservatively estimated. Capital projects are projected at \$698 in the budget, with many more potential projects identified that are not yet funded. These projects will be authorized as revenue permits, with careful sequencing for cash flow management. Multi-year projects are budgeted across fiscal years, and some may be eligible for external funding.

Mr. Slavin noted, on the operational side, a 2% salary increase for five employees is projected, excluding himself and Ms. Moturi, whose salaries remain unchanged. New insurance benefits, including short-term and long-term disability and term life insurance, are being added, with costs shared following state guidelines.

Looking ahead to fiscal year 2025, they need to advocate more strongly for state support for deferred maintenance and infrastructure needs, and diversify revenue sources. This involves creating revenue-producing properties, potentially borrowing against assets, renegotiating existing agreements, and considering property sales. The goal is to make smart decisions to avoid being forced into asset sales due to revenue shortfalls.

DELAWARE CITY UPDATES

Ms. Britney Loveland, interim Delaware City Manager, provided the following Delaware City Updates:

- The town's ongoing camera upgrade project is nearing completion, particularly the Delmarva Tower portion.
- The HVAC project at the community center is in progress and will continue through September.
- A generator upgrade project for the community center is in the early stages, preparing for bids.
- Proposals are being gathered to improve the ADA ramp, stairs, and front doors at the library.

Mr. Tim Slavin, FDRPC Executive Director, introduced Mr. Dave Tarley, the newest member of Delaware City Council.

PUBLIC COMMENT

Mr. Tim Dilliplane, 118 Clinton Street, Delaware City, asked about the meadow they have let grow in the rustic area of the parade ground. Mr. Tim Slavin, FDRPC Executive Director, advised that they created a no-mow zone, turning it into a meadow in the parade ground. The grass will not grow much higher, and it will likely be mowed in the fall. He noted that it has been very popular.

RECESS INTO EXECUTIVE SESSION

Secretary Garvin moved to 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 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. The motion was seconded by Dr. Stewart and unanimously carried.

The meeting recessed at 9:40 a.m.

RECONVENE

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

The meeting reconvened at 10:39 a.m.

ACTIONS TO BE VOTED UPON FROM EXECUTIVE SESSION

None.

NEXT MEETING DATE

The next meeting is scheduled for August 14, 2024, at 9:30 a.m.

ADJOURNMENT

Mr. Edgell moved for adjournment, seconded by Dr. Stewart and unanimously carried.

The meeting adjourned at 10:40 a.m.

APPROVED: August 14, 2024

**FORT DUPONT REDEVELOPMENT AND
PRESERVATION CORPORATION**
(A Component Unit of the State of Delaware)

**INDEPENDENT AUDITOR'S REPORT REQUIRED BY
*GOVERNMENT AUDITING STANDARDS***

JUNE 30, 2023

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
TABLE OF CONTENTS
JUNE 30, 2023

	<u>Page No.</u>
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	1
Schedule of Findings and Recommendations	3
Summary Schedule of Prior Audit Findings	8



BELFINT • LYONS • SHUMAN
Certified Public Accountants

www.belfint.com

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

To the Board of Directors
Fort DuPont Redevelopment and Preservation Corporation

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Fort DuPont Redevelopment and Preservation Corporation (the Organization), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the Fort DuPont Redevelopment and Preservation Corporation's basic financial statements and have issued our report thereon dated June 10, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, a misstatement on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

To the Board of Directors
Fort DuPont Redevelopment and Preservation Corporation

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiencies in internal control described in the accompanying schedule of findings and recommendations as items 2023-001, 2023-002 and 2023-003 that we consider to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Fort DuPont Redevelopment and Preservation Corporation's Responses to Findings

Government Auditing Standards require the auditor to perform limited procedures on the Organization's responses to the findings identified in our audit are described in the accompanying schedule of findings and recommendations. The Organization's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Belfint, Lyons & Shuman, P.A.

June 10, 2024
Wilmington, Delaware

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
YEAR ENDED JUNE 30, 2023

Reference Number: 2023-001

Type of Finding: Significant Deficiency

Financial Reporting Close Process

Condition: During our audit, we noted misstatements of general ledger balances requiring material adjusting journal entries. These adjustments should have been made during the year-end financial close process, but had not yet been made by the Organization, or were required as a result of our audit procedures. A similar finding was reported in the prior year.

1. Entries totaling \$521,266 to properly record real estate sales activity during the year ended June 30, 2023.
2. Entries totaling \$1,884,102 to properly record the cost of sales of properties during the year ended June 30, 2023.
3. Entries totaling \$3,219,956 to record capital asset acquisitions that had been expensed.
4. An entry of \$2,979,443 to reclassify capitalized expenses for the proper presentation of the Statement of Capital Expenses in the Supplementary Information to the Financial Statements.

Criteria: The Organization should require adequate review and adjustment of the year-end general ledger balances used to prepare the Organization's financial statements in accordance with generally accepted accounting principles (GAAP), in a timely manner, prior to the annual audit. The Organization's internal controls over financial reporting should allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis.

Cause: While the Organization's financial closing procedures captured most routine entries, the existing procedures did not capture certain unusual or complex entries needed to present the financial statements in accordance with GAAP. Certain other entries were made but required correction.

Effect: The misstatements that were discovered during the audit required material adjustments for the fair presentation of the financial statements. We provided management with proposed adjustments, which management accepted for posting to the Organization's general ledger to correct these misstatements.

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SCHEDULE OF FINDINGS AND RECOMMENDATIONS - CONTINUED
YEAR ENDED JUNE 30, 2023

Reference Number: 2023-001 - Continued

Recommendation: We recommend that management enhance its financial closing procedures in the current year so that it captures the types of activities that were not recorded during the fiscal year 2023 closing. As part of the process, management should evaluate all fiscal year 2023 post-closing and audit adjustments to ensure that procedures and controls are in place to properly identify and record similar entries in the future, on a timely basis.

Views of Responsible Officials and Planned Corrective Actions: Management agrees with the finding and appreciates the importance of providing comprehensive closing journal entries to ensure the accurate presentation of financial statements. The Corporation successfully implemented procedures to close the fiscal year's ledger by August 15, 2024. However, certain complex transactions, including sales of real estate occurring very late in the fiscal year, were not properly recorded. The Corporation will ensure that closing entries correctly reflect all activity during the fiscal year.

Responsible Positions: Management

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SCHEDULE OF FINDINGS AND RECOMMENDATIONS - CONTINUED
YEAR ENDED JUNE 30, 2023

Reference Number: 2023-002

Type of Finding: Significant Deficiency

Allocation of Costs, Cost of Properties Sold

Condition: The Organization does not have a written policy controlling the capitalization of costs and the allocation of such costs incurred in preconstruction, construction, and overhead for its property development projects. Audit procedures resulted in the need for adjusting journal entries totaling \$3,219,956 to properly capitalize such costs. The Organization also did not allocate certain common costs to the properties sold during the fiscal year. The Organization used net cash received from the sales of properties as the basis to record revenue. This resulted in the need for adjusting entries totaling \$521,286 to properly gross-up sales revenue and \$1,884,102 to properly record the cost of real estate sold (see item 2023-001).

A similar finding was reported in the prior year.

Criteria: Written policies and procedures for the capitalization of costs and cost allocations are necessary for the consistent recording of property costs in accordance with generally accepted accounting principles.

Cause: The Organization does not have a formal property development cost capitalization or cost allocation policy.

Effect: The lack of written policies and procedures makes it more difficult to maintain consistent accounting over time and increases the difficulty in conducting the audit.

Recommendation: We recommend that accounting policies and procedures be written to document proper accounting for property sales and for costs incurred for preconstruction, construction, and overhead of the Organization's various property development projects and the allocation of such costs.

Views of Responsible Officials and Planned Corrective Actions: Management agrees with the finding. Utilizing financial best practices, the Corporation will develop a property development cost capitalization policy and procedures that will allocate costs for preconstruction, construction, and overhead for property development and preservation projects. The policy and procedures will be presented to the Board for its review and approval.

Responsible Positions: Management

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SCHEDULE OF FINDINGS AND RECOMMENDATIONS - CONTINUED
YEAR ENDED JUNE 30, 2023

Reference Number: 2023-003

Type of Finding: Significant Deficiency

Cash Disbursement Documentation and Approval

Condition: Cash disbursements lacked proper documentary support approvals and recording to the correct accounts. We found the following:

- Of the 40 cash disbursements randomly selected for testing, supporting documents could not be located for nine of the transactions, four of which were payroll-related transactions. Of the transactions for which support was located and provided, one had no payment approvals recorded on the document.
- Of the 20 credit card transactions selected for testing, supporting documents could not be located for two transactions. However, these two transactions were approved during the Organization's credit card reconciliation process.

A similar finding was reported in the prior year; however, the Organization has made significant improvements to its internal controls over cash disbursements as evidenced in the decreased number of transactions lacking supporting documents and approvals in the current year as compared to the number of transactions identified in finding 2022-003.

Criteria: Strong internal controls over cash disbursements are necessary to safeguard the Organization's assets from possible misappropriation and to ensure expenses are recorded properly.

Cause: The Organization does not have a formal written policy concerning cash disbursement documentation and approval.

Effect: The lack of controls over cash disbursements increases the Organization's risk for misappropriation of assets and the lack of written policies and procedures makes it more difficult to maintain consistent accounting processes over time and increases the difficulty in conducting the audit.

Recommendation: We recommend that management implement written accounting policies over cash disbursements that include the following procedures:

- Management indicates its approval of expenditures by signing and dating the invoice or payment voucher before payments are made.

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SCHEDULE OF FINDINGS AND RECOMMENDATIONS - CONTINUED
YEAR ENDED JUNE 30, 2023

Reference Number: 2023-003 - Continued

Recommendation - Continued

- Management maintains a record of supporting documentation for payroll transactions similar to that maintained for other non-payroll expenditures.
- For each credit card use, a receipt should be obtained and submitted to an authorizing official for review and approval. These receipts should be retained in the business office and compared with the details in the credit card's monthly statement. Any discrepancies should be investigated.

We also recommend that the Organization continue making improvements to its filing system, including creating a digital system, to store its paid invoices and other documentation.

Views of Responsible Officials and Planned Corrective Actions: Management agrees with the finding and appreciates the acknowledgment of our efforts during the past year to improve internal controls over cash management. The Corporation will develop written accounting policies over cash disbursements and present them to the Board for its review and approval. As noted in the recommendation, the Corporation will continue efforts to transition the storage of financial documentation from a paper to a digital system.

Responsible Position: Management

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2023

Reference Number: 2020-001

Type of Finding: Significant Deficiency

Valuation of Donated Capital Assets

Condition: The Organization has recorded the buildings and improvements, originally donated by the State of Delaware at insured value, and the land, originally donated by the State of Delaware, at values assessed for property tax purposes. Accounting principles generally accepted in the United States of America (GAAP) require that donated capital assets be recorded at Acquisition Value, resulting in misstatements of the assets, net position, and expenses of the Organization. The amount by which this departure would affect the assets, net position, and expenses of the Fort DuPont Redevelopment and Preservation Corporation has not been determined.

Current Status: This condition was unchanged during the year ended June 30, 2023 and is not expected to be addressed due to the cost and effort involved in determining the donated assets' Acquisition Values.

Reference Number: 2022-001

Type of Finding: Significant Deficiency

Financial Reporting Close Process

Condition: During our audit, we noted misstatements of the general ledger balances requiring material adjusting journal entries. Many of these adjustments should have been made during the year-end financial close process, but had not yet been made by the Organization, or were required as a result of our audit procedures. A similar finding was reported in the prior year.

Current Status: A similar condition was noted during the year ended June 30, 2023. See current year finding 2023-001.

Reference Number: 2022-002

Type of Finding: Significant Deficiency

Allocation of Costs, Cost of Properties Sold

Condition: The Organization does not have a written policy for the capitalization of costs and the allocation of such costs incurred in preconstruction, construction, and overhead for its property development projects. Audit procedures resulted in adjusting journal entries totaling \$1,292,238 to properly capitalize such costs. The Organization also did not perform any allocation of costs to the properties it sold during the fiscal year. Full sales prices were recorded as revenue. This resulted in adjusting entries totaling \$2,701,904 to properly record the cost of real estate sold (see item 2022-001). A similar finding was reported in the prior year.

Current Status: A similar condition was noted during the year ended June 30, 2023. See current year finding 2023-002.

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
(A Component Unit of the State of Delaware)
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS - CONTINUED
YEAR ENDED JUNE 30, 2023

Reference Number: 2022-003

Type of Finding: Significant Deficiency

Cash Disbursement Documentation and Approval

Condition: Cash disbursements lacked proper documentary support approvals and recording to the correct accounts.

Current Status: A similar condition was noted during the year ended June 30, 2023. See current year finding 2023-003. The Organization has made significant improvements to its internal controls over cash disbursements including improvements to its filing procedures over supporting documents and credit card expense reconciliation procedures.



BELFINT • LYONS • SHUMAN
Certified Public Accountants

www.belfint.com

August 1, 2024

Mr. Timothy Slavin, Executive Director
Fort DuPont Redevelopment and Preservation Corporation
P.O. Box 521
260 Old Elm Avenue
Delaware City, DE 19706

Belfint, Lyons & Shuman, P.A. is pleased to provide Fort DuPont Redevelopment and Preservation Corporation (“FDRPC,” “you,” or “your”) with the professional services described below. This letter, the attached Terms and Conditions Addendum, and any other attachments or modifications incorporated herein (collectively, “Agreement”), confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide. The engagement between you and our firm will be governed by the terms of this Agreement.

AUDIT SCOPE AND OBJECTIVES

We will audit the financial statements of the business-type activities, and the disclosures, which collectively comprise the basic financial statements of FDRPC as of and for the year ending June 30, 2024. Management has omitted the management’s discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the financial statements. Such missing information, although not a part of the financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the financial statements in the appropriate operational, economic, or historical context.

We have also been engaged to report on supplementary information, other than RSI, that accompanies FDRPC’s financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor’s report on the financial statements.

- Schedule of Operating Expenses
- Schedule of Capital Expenses

We will also assist in preparing the financial statements and related notes of the FDRPC in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

1011 Centre Road • Suite 310 | Wilmington • DE 19805 | Phone: 302.225.0600 | Fax: 302.225.0625

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

If you mine, buy, sell, or exchange virtual currency, use virtual currency to pay for goods or services, or receive virtual currency as payment for goods and services, you are responsible for reporting this information to us in order to accurately prepare your financial reports.

You may request that we perform additional services not addressed by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and estimated fees. In the absence of any other written communications from us documenting such additional services, our services will continue to be governed by the terms of this Agreement.

The deliverables presented as part of this engagement letter are not to be altered and used for any purpose without our express written consent. If we consent, you agree to provide us with copies of master's or printer's proof of the entire document in sufficient time for our review and approval before distribution or print. You also agree to provide us a copy of the final reproduced or printed material for our approval before it is distributed. Consent to distribute or publish any deliverable by us (either consistent with this provision or given separately) does not afford such third party any right to rely upon the deliverable or any rights as a third-party beneficiary and no such third-party beneficiary relationship is intended.

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the Ft. DuPont Redevelopment and Preservation Corp. and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected funding sources, customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Improper Revenue Recognition
- Capital Asset Costs - Both Direct and Allocated

Our audit of the financial statements does not relieve you of your responsibilities.

AUDIT PROCEDURES - INTERNAL CONTROL

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting

misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

AUDIT PROCEDURES - COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of FDRPC's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

RESPONSIBILITIES OF MANAGEMENT FOR THE FINANCIAL STATEMENTS

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information, of which you are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report. With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Belfint, Lyons & Shuman, P.A., will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement. With regard to an exempt offering document with which Belfint, Lyons & Shuman, P.A., is not involved, you agree to clearly indicate in the exempt offering document that Belfint, Lyons & Shuman, P.A., is not involved with the contents of such offering document.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the *Audit Scope and Objectives* section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

You agree to assume all management responsibilities relating to the financial statements, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter and our assistance with the preparation of the financial statements and related notes and that you have evaluated the adequacy of our services and have reviewed and approved the results of the services, the financial statements, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to assume all management responsibilities for the financial statement preparation services, and any other nonattest services we provide; you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

REPORTING

We will issue written reports upon completion of our audit. Our reports will be addressed to the Board of Directors of Ft. DuPont Redevelopment and Preservation Corp. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express opinions or issue reports, or we may withdraw from this engagement. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, that in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement. We shall still be entitled to compensation for services rendered even though we may decline to express an opinion or issue a report or withdraw from the engagement entirely in accordance with this provision.

ENGAGEMENT TIMING

The engagement will be scheduled at a mutually agreed-upon time, after receiving the signed engagement letter. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules and retrieving supporting documents. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate. Our services will conclude with the delivery of our report to you or upon termination of the engagement, if earlier.

ENGAGEMENT ADMINISTRATION

George G. Fournaris, CPA, CGFM is the engagement director and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to FDRPC; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Belfint, Lyons & Shuman, P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Delaware or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Belfint, Lyons & Shuman, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State of Delaware. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

ELECTRONIC SIGNATURES AND COUNTERPARTS

Each party hereto agrees that any electronic signature is intended to authenticate a written signature, shall be valid, and shall have the same force and effect as a manual signature. For purposes hereof, “electronic signature” includes, but is not limited to, a scanned copy of a manual signature, an electronic copy of a manual signature affixed to a document, a signature incorporated into a document utilizing touchscreen capabilities, or a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement.

PROFESSIONAL FEES

Our professional fee for the services outlined above is \$25,000 based upon our proposal. In addition, this fee depends upon the timely delivery, availability, quality, and completeness of the information you provide to us. You agree that you will deliver all records requested and respond to all inquiries made by our staff to complete this engagement on a timely basis. You agree to pay all fees incurred and expenses incurred whether or not we complete the engagement.

CLOSING

We appreciate the opportunity to be of service to you and believe this Agreement accurately summarizes the significant terms of our engagement. This engagement letter, including the attached Terms and Conditions Addendum, and any other attachments, encompasses the entire agreement of the parties and supersedes all previous understandings and agreements between the parties, whether oral or written. Any modification to the terms of this Agreement must be made in writing and signed by an authorized person on behalf of the party to be charged therewith. If you have any questions, please let us know.

Ft. DuPont Development and Preservation Corp.

August 1, 2024

Page 8 of 8

If you agree with the terms of our engagement as described in this letter and the attached Terms and Conditions Addendum, please sign and date where indicated and return it to us.

Very truly yours,

Belfint, Lyons & Shuman, P.A.

RESPONSE:

This letter correctly sets forth the understanding of Fort DuPont Redevelopment and Preservation Corporation

Officer Name, Title

Date

Additional services or returns requested, if any:

OVERVIEW

As accountants, we endeavor to provide quality services in a consistent and timely manner. This Terms and Conditions Addendum (“Addendum”) to the engagement letter describes the standard terms and conditions related to our provision of services to you and together with the accompanying engagement letter comprise your agreement with us (“Agreement”). If there is any inconsistency between the engagement letter and this Addendum, the terms of the engagement letter will govern to the extent of the inconsistency.

For purposes of this Addendum and our engagement letter, any references to Belfint, Lyons & Shuman, P.A. includes our firm and any of its subsidiaries, partners, principals, shareholders, officers, directors, members, employees, agents, successors, or assigns (collectively, “firm,” “we,” “us,” or “our”). Any reference to “you” or “your” is a reference to the party or parties that have engaged us to provide services. References to Agreement mean the engagement letter or other written document describing the scope of services, any other attachments or modifications incorporated therein, and this Addendum.

PROFESSIONAL FEES, BILLING AND PAYMENT TERMS

Our professional fees for services are based upon the complexity of the work to be performed and the level of skill and time required by the individuals assigned to your engagement. We will bill you for our professional fees and any approved out-of-pocket costs monthly as work progresses, and the invoices rendered to you are payable on presentation. If payment is not received within thirty (30) days from the date of the invoice, you may, at our sole discretion, be assessed interest charges of one percent per month (12% per annum) on the unpaid balance.

We reserve the right to suspend or terminate our work due to nonpayment of fees and such services will not be resumed until your account is brought current. If our work is suspended or terminated due to nonpayment, you agree that we are not responsible for your failure to meet governmental and other deadlines, for any penalties or interest that may be assessed against you resulting from your failure to meet such deadlines, and for any other damages including, but not limited to, consequential, indirect, lost profits, or punitive damages incurred as a result of the suspension or termination of our services. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification to you. We are not required to issue or release any reports or returns to you, even if completed, unless and until payment in full has been received for such services and you will be obligated to compensate us for all time expended and any out-of-pocket expenditures incurred through the date of termination.

If a retainer is applicable to this engagement, our firm’s practice requires payment of the retainer upon execution of this Agreement and prior to commencement of services. You agree that the retainer will be earned as our professional time to complete the engagement is incurred and additional invoices will be rendered as the work progresses. The retainer will be applied to the final billing and any unused balance will be refunded at the end of the engagement.

ELECTRONIC DATA COMMUNICATION, STORAGE, AND USE OF THIRD-PARTY SERVICES

To enhance our availability to meet your professional service needs while maintaining service quality and timeliness, we may use third-party service providers to assist us in the provision of services to you, which may include receipt of your confidential information. These providers have established procedures and controls designed to protect client confidentiality and maintain data security. As the paid provider of professional services, our firm remains responsible for exercising reasonable care in providing such services, and our work product will be subjected to our firm’s customary quality control procedures. By accepting the terms and conditions of our engagement, you are providing your consent and authorization to disclose your confidential information to a third-party service provider, solely to the extent such disclosure is necessary to deliver professional service or provide support services to our firm.

In the interest of facilitating our services to you, we may send data over the Internet, store electronic data via computer software applications hosted remotely on the Internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. We may use third-party service providers to store or transmit this data, such as providers of tax return preparation software. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data access secure in accordance with our obligations under applicable laws, regulations, and professional standards and we require that our third-party vendors do the same.

Due to the nature of the Internet and use of online services, you recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us or our third-party vendors. You expressly consent to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement with knowledge of the risks described herein.

To further enhance our services to you, we will make secure email and a secure portal available which allows us and you to electronically share data, engagement information, knowledge, and deliverables in a protected, online environment. If you choose to use the portal, you agree that we have no responsibility for the activities of the portal or the portal provider and agree to indemnify and hold us harmless with respect to any and all claims arising from or related to the operation of the portal. We recommend that you also maintain your own backup files of any records stored on the portal.

We also understand that some clients prefer to use other services for exchanging information with us such as Dropbox, Fileshare, Adobe files with passwords, or one of the many other third-party services that are designed to share information. If you choose to utilize these other methods to exchange your confidential information with us, we will generally accommodate this request; however, we cannot be held liable in any way for the security and safety of your confidential information and you accept full responsibility for any and all unauthorized access to your confidential information when using these methods.

RECORD RETENTION, OWNERSHIP, REQUESTS, AND CONFIDENTIALITY

It is our firm's policy to store our work product, correspondence, and client-provided documents electronically. By signing the engagement letter, you acknowledge that electronically stored documents and signatures will be considered original documents.

We will return all of your original records and documents provided to us at the conclusion of the engagement. Your records are the primary records for your operations and comprise the backup and support for your work product. Our copies of your records and documents are not a substitute for your own records and do not mitigate your record retention obligations under any applicable laws or regulations.

Workpapers and other documents created by us are our property and will remain in our control. Copies are not to be distributed without both your written request and our prior written consent. Our workpapers will be maintained by us in accordance with our firm's record retention policy and any applicable legal and regulatory requirements.

Our firm destroys workpaper files after a period of eight (8) years. Catastrophic events or physical deterioration may cause our firm's records to be unavailable before the expiration of the retention period stated in our record retention policy. A copy of our record retention policy is available upon request.

All information you provide to us in connection with this engagement will be maintained by us on a strictly confidential basis and we will only use such information for the purposes of rendering services under the Agreement. If we receive a summons, subpoena, or investigative demand which requires us to produce documents from this engagement or testify about this engagement, and we are not prohibited from doing so by applicable law or regulation, we agree to inform you of any such requests as soon as practicable and before complying with such request, if possible. You may, within the time permitted for our firm to respond to any such request, initiate such legal action as you deem appropriate, at your sole expense, to protect this information from discovery. If you take no action within the time permitted for us to respond, or if your action does not result in a judicial order protecting us from supplying requested information, we may construe your inaction or failure as consent to comply with the request. If we are not a party to the proceeding in which the information is sought, you agree to reimburse us for our reasonable professional time and reasonable expenses, as well as the fees and expenses of our counsel incurred in responding to such requests. This paragraph will survive termination of this Agreement.

If you provide our firm with copies of bank and/or brokerage (or investment advisory) statements and/or read-only access to your accounts, we will use the information solely for the purpose described in the *Services* section of the engagement letter. We will rely on the accuracy of the information provided in the statements and will not undertake any action to verify this information, except for any procedures required under the *Services* section. We will not monitor transactions or investment activity, provide investment advice, or supervise the actions of the entity or individuals entering into transactions or investment activities on your behalf. We recommend that you receive and carefully review all statements upon receipt, and direct any questions regarding account activity to your banker, broker, or investment advisor.

You acknowledge that proprietary information, documents, materials, management techniques, and other intellectual property we use are a material source of the services we perform and were developed prior to our association with you. Any new forms, software, documents, or intellectual property we develop during this engagement for your use shall belong to us, and you shall have the limited right to use them solely within your business. All reports, templates, manuals, forms, checklists, questionnaires, letters, agreements, and other documents which we make available to you are confidential and proprietary to us. Neither you, nor any of your agents, will copy, electronically store, reproduce, or make any such documents available to anyone other than your personnel. This provision will apply to all materials whether in digital, "hard copy" format, or other medium.

Internal Revenue Code §7525, *Confidentiality Privileges Related to Taxpayer Communication*, provides a limited confidentiality privilege which applies to tax advice included in taxpayer communications with federally authorized tax practitioners in certain limited situations. While we will cooperate with you with respect to the privilege, asserting the privilege is your responsibility. Inadvertent disclosure of otherwise privileged information may result in a waiver of the privilege. Please contact us immediately if you have any questions or need further information about this matter.

MANAGEMENT RESPONSIBILITIES

While Belfint, Lyons & Shuman, P.A. can provide assistance and recommendations, you are responsible for management decisions and functions, and for designating an individual with suitable skill, knowledge, and experience to oversee any non-attest services that we provide. You are responsible for evaluating the adequacy and results of the non-attest services performed and accepting responsibility for such services. You are ultimately responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

CONFLICTS OF INTEREST AND INDEPENDENCE

If we, in our sole discretion, believe a conflict has arisen affecting our ability to deliver services to you in accordance with the ethical standards of our profession, we may be required to suspend or terminate our services without completing the engagement. You agree that our suspension or termination of services due to a conflict shall not constitute a breach of any of our obligations.

Independence is an important component, and requirement, of many of the services we provide to our clients. We have a system of quality controls that includes monitoring employee and firm independence to ensure that we are independent both in fact and in appearance. Our professional standards include a provision that an employee of the firm who is offered a position of employment with a client is no longer independent. By signing the engagement letter, you agree to notify us immediately when you make an offer of employment to any of our employees. In the event that we identify a potential threat to our independence as a result of an offer of employment that you made to an employee of our firm, you agree to pay us for all reasonable professional time and reasonable expenses incurred by us that may be deemed necessary or appropriate, in our judgment, to re-perform procedures, reissue any reports, and communicate such information to known third parties as required by professional standards.

DISPUTE RESOLUTION AND INDEMNIFICATION

We strive to provide professional services in a timely and effective manner in accordance with applicable professional standards and your satisfaction is important to us. If you think that we made an error or otherwise created a dispute in connection with our engagement, we will work with you to attempt to resolve such issue to your satisfaction wherever possible. If a dispute arises out of or otherwise relates to our Agreement with you, including the scope of services of the engagement, or the breach thereof, you agree to first bring the dispute to our attention by informing our Managing Director, in writing, of the nature of the dispute, what damages you claim, and/or what you view as an appropriate resolution of the dispute. You agree that we shall have no less than fourteen (14) days to respond to you. The parties agree that this dispute resolution procedure shall be deemed concluded if no agreement or resolution is reached within thirty (30) days after the dispute is first communicated by you unless the parties agree to extend this period.

If the dispute cannot be settled through discussions with our Managing Director, the parties agree to try to resolve the dispute by mediation administered by the American Arbitration Association (“AAA”) under the *AAA Professional Accounting and Related Services Dispute Resolution Rules* before resorting to arbitration, litigation, or some other dispute resolution procedure. The parties may also agree to conduct a private mediation utilizing the same rules. The mediator will be selected by the mutual agreement of the parties. If the parties cannot agree on a mediator, a mediator shall be designated by the AAA and any mediator so designated must be neutral and unbiased. The mediation will be conducted in New Castle County, Delaware. The mediation will be treated as a settlement discussion and, therefore, all conversations during the mediation will be completely confidential. The mediator may not testify for either party in any later proceeding related to the dispute. No recording or transcript shall be made of the mediation proceedings. The costs of any mediation proceedings shall be shared equally by all parties. Any costs for legal representation shall be borne by the party retaining such legal representation. Any mediation must be completed within one hundred eighty (180) days of the date that the claim was first asserted unless the parties otherwise agree.

Our liability for claims, damages, and costs that you may assert that relates to or otherwise arises out of this Agreement or the services to be provided hereunder, shall be limited to two (2) times the total amount of fees actually paid by you to us for the services rendered under this Agreement except that our liability shall not be limited on any attest services provided as part of this engagement.

Any claim, demand, or cause of action arising out of or otherwise relating to this Agreement, or the services to be provided under this Agreement, must be brought or commenced within two (2) years after the date that is the later of the date that services have concluded

or the date that you first become aware, or should have become aware, of such claim, demand, or cause of action. For purposes of this paragraph, services shall be deemed to have concluded as of the date we have provided the report or returns incident to such services, or the date we provide written notice to you that we have suspended or terminated services hereunder due to nonpayment or for any other reason provided in this Agreement.

If we provide non-attest services including tax, bookkeeping, advisory, preparation and/or compilation services as part of this engagement, you agree to indemnify, defend, and hold us harmless with respect to any and all claims made by third parties arising from this engagement and the non-attest services performed hereunder even if such claims allege that we were negligent, grossly negligent, or engaged in willful misconduct. The provisions of this paragraph shall apply regardless of the nature of the claim and you understand and agree that your obligation to indemnify, defend, and hold us harmless shall continue unless and until a tribunal of competent jurisdiction fully and finally determines that our gross negligence or willful misconduct was the substantial cause of the injuries and/or damages sustained by the third party.

If we provide attest services including audit, review or agreed-upon procedures as part of this engagement, you agree to indemnify, defend, and hold us harmless from any and all claims which arise from knowing misrepresentations made to us, or the intentional withholding or concealment of information from us by your management or employees. You also agree to indemnify and defend us for any claims made against us by third parties, which arise from any of these actions by your management or employees even if such claims allege that we were negligent, grossly negligent, or engaged in willful misconduct. Our identification to you of any such knowing misrepresentation or withholding or concealment of information in connection with any claim shall automatically trigger the obligation to indemnify, defend, and hold us harmless. The provisions of this paragraph shall apply regardless of the nature of the claim.

As provided in the preceding paragraphs and to the extent permitted by applicable law, regulations, ethics rules, or professional standards that apply to our firm or the services being provided, you agree to either pay all of our attorneys' fees and costs in defending against claims asserted by third parties against us or, at our request, agree to tender a defense on our behalf at your sole cost and expense. This requirement for a defense (or indemnification of defense costs) and indemnification shall apply even if a claim is asserted against us for negligence, gross negligence, or willful misconduct, unless and until there has been a final determination that we were, in fact, grossly negligent or that our conduct was willful misconduct and that such gross negligence or willful misconduct was the substantial cause of the injuries and/or damages sustained by the third party.

If we successfully pursue any collection activities because of your failure to timely pay fees due in connection with this engagement, you agree that we shall be entitled to recover reasonable attorneys' fees, not to exceed 20% of the amount awarded, together with any costs of collection or court costs that we may incur. You agree that any claim for fees and costs due to us may be brought in a Delaware state court of competent jurisdiction and that each of us expressly waives any right to a trial by jury.

Notwithstanding anything contained herein, you and we agree that regardless of where you are domiciled and regardless of where this Agreement is physically signed, this Agreement shall have been deemed to have been entered into at our office located in New Castle County, Delaware. New Castle County, Delaware shall be the exclusive venue and jurisdiction for resolving disputes related to or otherwise arising out of this Agreement or the services performed hereunder. This Agreement shall be interpreted and governed in accordance with laws of the State of Delaware without regard to principles of conflicts of law.

TERMINATION AND WITHDRAWAL

We reserve the right to withdraw from the engagement without completing services for any reason, including, but not limited to, your failure to comply with the terms of the Agreement, or as we determine professional standards require. You further agree that we are not responsible for your failure to meet governmental and other deadlines, for any penalties or interest that may be assessed against you resulting from your failure to meet such deadlines, and for any other damages including, but not limited to, consequential, indirect, lost profits, or punitive damages incurred as a result of the suspension or termination of our services.

ENTIRE AGREEMENT

The engagement letter, including this Addendum and any other attachments, encompass the entire Agreement of the parties and supersedes all previous understandings and agreements between the parties, whether oral or written. Any modification to the terms of this Agreement must be made in writing and signed by both parties.

If any portion of the Agreement is deemed to be invalid or unenforceable, the remainder of the terms set forth in the engagement letter and this Addendum shall remain in full force and effect and shall be unaffected. To the extent that a provision is deemed invalid or unenforceable as written, such provision shall be applied or interpreted in such manner as to comport with the spirit and intent of such provision, rendering it valid and enforceable under the law.

Fort DuPont Redevelopment and Preservation Corporation
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
July 2024 - June 2025

	Actual FY 23	Actual FY 24	Budget FY 24	Proposed FY 25
Income	\$ -	\$ -	\$ -	
4010 State Appropriation	\$ 2,575,000.00	\$ 2,250,000.00	\$ 2,250,000.00	2,250,000.00
4100 Rental Income Residential	\$ 121,919.96	\$ 218,401.29	\$ 159,623.08	218,221.29
4101 Old Battery Lane Duplexes				80,000.00
4101 Commercial DNREC	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	10,500.00
4100 Garden Plot Rental		\$ 1,050.00		1,050.00
4100 Commercial OMB		\$ 9,315.00	\$ 9,315.00	9,315.00
4110 Special Event Revenue	\$ 1,100.00	\$ 5,550.00	\$ 6,600.00	5,600.00
4111 Misc Events	\$ 5,250.00	\$ 1,750.00		0.00
Total 4110 Special Event Revenue	\$ 6,350.00	\$ 7,300.00	\$ 6,600.00	\$ 5,600.00
4130 Cam Revenue	\$ -	\$ -	\$ -	0.00
4131 Lawncare - Cam (State Tenants)	\$ 16,040.00	\$ 12,840.00	\$ 3,200.00	16,040.00
4132 Snow/Ice - Cam (State Tenants)	\$ 25,112.00	\$ 12,598.00	\$ 15,000.00	25,112.00
Total 4130 Cam Revenue	\$ 41,152.00	\$ 25,438.00	\$ 18,930.00	\$ 41,152.00
4150 Tenant Reimbursements	\$ -	\$ -	\$ -	0.00
4151 Utility Reimbursements	\$ 104,182.72	\$ 90,118.53	\$ 133,776.00	133,776.00
Total 4150 Tenant Reimbursements	\$ 104,182.72	\$ 90,118.53	\$ 133,776.00	\$ 133,776.00
Total 4100 Rental Income	\$ 284,104.68	\$ 362,122.82	\$ 338,744.08	\$ 499,614.29
4200 Real Estate Sales	\$ 645,378.90	\$ (61,520.26)	\$ 1,216,200.00	125,000.00
4500 HTC Credits			\$ 185,000.00	188,000.00
Operations Funding				0.00
Total Income	\$ 3,855,608.58	\$ 2,550,602.56	\$ 3,989,944.08	\$ 3,062,614.29
Cost Of Goods Sold				
50000 *Cost Of Goods Sold	\$ 1,531,015.51			0.00
Total Cost Of Goods Sold				\$ 0.00
Gross Profit	\$ 2,324,593.07	\$ 2,550,602.56	\$ 3,989,944.08	\$ 3,062,614.29
Expenses	\$ -	\$ -	\$ -	
6030 Bank Charges	\$ 432.19	\$ 132.00	\$ 1,000.00	900.00
6400 Building Improvements			\$ -	0.00
Total 6400 Building Improvements			\$ -	\$ 900.00
6460 Environmental	\$ 76,640.36	\$ 118,177.93	\$ -	118,000.00
6464 Soil Analysis	\$ -			0.00
Total 6460 Environmental	\$ 76,640.36	\$ 118,177.93		\$ 118,000.00
6480 Special Event Expenses	\$ 500.00	\$ 6,066.05	\$ -	6,000.00
6500 Professional Fees	\$ 26,785.47	\$ 59,285.18	\$ -	59,285.18
6505 Prof Fees - Engineering	\$ 14,821.50	\$ 6,820.25	\$ -	183,000.00
6515 Prof Fees - Architectural	\$ 240.00	\$ 1,687.50	\$ -	1,600.00
6520R Prof Fees - Legal	\$ 224,564.10	\$ 96,023.47	\$ 240,000.00	200,000.00
6525R Prof Fees - Accounting	\$ 43,904.00	\$ 69,880.00	\$ 38,196.60	51,500.00
6545 Roadways/Utilities	\$ 7,986.00	\$ 249.49		0.00
Total 6500 Professional Fees	\$ 405,251.05	\$ 409,758.40	\$ 278,196.60	\$ 495,385.18
6535 Permitting	\$ 8,387.34	\$ 4,606.38	\$ 2,795.78	8,300.00
6600R Fees - Other	\$ 7,499.50	\$ -	\$ -	0.00
6610 Bank Fees	\$ 207.26	\$ 548.37	\$ 1,838.65	1,000.00
6625 Bank Charges	\$ 16.95	\$ 16.95	\$ -	0.00

	Actual FY 23	Actual FY 24	Budget FY 24	Proposed FY 25
6627 Applied Bank Fees	\$ 8,905.53	\$ 13.00	\$ -	9,000.00
Total 6625 Bank Charges	\$ 8,922.48	\$ 29.95	\$ -	\$ 9,000.00
6631 Del City Rental Tax			\$ 1,329.56	3,988.68
Total 6600R Fees - Other	\$ 26,104.96	\$ 578.32	\$ 12,255.63	\$ 13,988.68
6700 Improvements	\$ -	\$ 751,368.57	\$ 1,850,000.00	700,000.00
Total 6700 Improvements	\$ 7,517.40	\$ 751,368.57	\$ 1,850,000.00	\$ 700,000.00
6769 Dnrec Relocation				0.00
6800 Site Utilities	\$ 210.15	\$ 424.02	\$ -	0.00
6810 Electric	\$ 183,865.86	\$ 205,807.55	\$ 144,000.00	212,776.00
6815 Gas	\$ 4,195.40	\$ (2,044.83)	\$ 4,400.00	4,000.00
6820 Water	\$ 12,524.92	\$ 14,711.72	\$ 14,000.00	14,000.00
6825 Sewer	\$ 11,293.97	\$ 8,384.46	\$ 20,000.00	12,000.00
6835 Trash	\$ 3,681.23	\$ 3,060.00		4,000.00
Total 6800 Site Utilities	\$ 215,771.53	\$ 230,342.92	\$ 192,600.00	\$ 246,776.00
7000 Operating Expenses	\$ -	\$ -	\$ -	0.00
7009 Computer Support	\$ 2,337.18	\$ 6,869.22	\$ -	6,000.00
7010 Office Supplies	\$ 12,145.00	\$ 15,453.41	\$ 12,000.00	15,500.00
7015 Taxes & Licenses		\$ 253.63		300.00
7020 Travel			\$ 1,000.00	5,000.00
7030 Utilities - Office	\$ 8,894.97	\$ 44,182.97	\$ 6,700.00	14,076.00
7035 Phone/Internet - Office	\$ 5,940.90	\$ 152.18	\$ -	3,600.00
7040 Repairs & Maintenance	\$ 2,551.00	\$ 3,972.10	\$ 5,200.00	6,000.00
7051 Uniforms	\$ 3,077.09	\$ 3,990.07		3,000.00
Total 7000 Operating Expenses	\$ 35,072.45	\$ 75,553.89	\$ 39,010.00	\$ 53,476.00
7100 Common Area Maintenance	\$ 22,648.97	\$ 25,177.47	\$ -	25,000.00
7105 Lawn Care	\$ 119,958.20	\$ 113,840.00	\$ 113,000.00	114,000.00
7110 Storm Water Management			\$ 2,200.00	3,100.00
7115 Pest Control	\$ 1,660.00	\$ 1,612.78	\$ 3,200.00	1,700.00
7120 Fire & Security Monitoring	\$ 4,561.23	\$ 4,292.00	\$ 4,600.00	4,600.00
7125 Snow & Ice Removal		\$ 9,160.00	\$ 3,800.00	10,000.00
7130 Building Repairs & Maintenance		\$ 2,462.50	\$ 19,000.00	2,500.00
7140 Landscaping Maintenance	\$ 70,965.41	\$ 72,122.49	\$ 20,000.00	73,000.00
7141 Auto	\$ 2,584.57	\$ 5,620.91	\$ 9,600.00	5,000.00
7145 Equipment Expense	\$ 13,415.61	\$ 2,442.25	\$ 42,000.00	15,000.00
7830 Utilities	\$ 19,047.39	\$ 13,843.18	\$ 17,000.00	20,000.00
Total 7100 Common Area Maintenance	\$ 257,924.37	\$ 250,573.58	\$ 245,800.00	\$ 273,900.00
7200 Debt Expense	\$ -	\$ -	\$ -	0.00
Total 7200 Debt Expense	\$ 122,699.09	\$ 162,183.30	\$ 417,710.45	\$ 134,586.00
7300 Depreciation Expense			\$ -	0.00
7500 Marketing Expenses	\$ 400.00	\$ 7,000.00	\$ -	42,000.00
Total 7500 Marketing Expenses	\$ 34,025.04	\$ 30,684.53	\$ 44,000.00	\$ 42,000.00
7710 401K	\$ 8,015.44	\$ 9,967.60	\$ 8,634.00	17,500.00
7720 Employee Benefits - Health	\$ 69,571.20	\$ 80,518.40	\$ 80,004.00	80,528.40
7721 Employee Benefits - Dental	\$ 91.02	\$ (19.67)	\$ 4,050.00	92.00
7722 Employee Benefits - Vision	\$ -	\$ -	\$ -	1,021.20
7723 Employee Benefits - Life	\$ -	\$ -	\$ -	1,148.40
7724 Employee Benefits - Short Term Life	\$ -	\$ -	\$ -	3,585.92
7725 Employee Benefits - Long term Life	\$ -	\$ -	\$ -	3,560.54
7730 Payroll Tax Expense	\$ 43,489.86	\$ 41,325.00	\$ 17,809.80	41,335.00
Total 7740 Salaries & Wages	\$ 509,441.25	\$ 576,479.63	\$ 578,172.58	\$ 646,727.13

	Actual FY 23	Actual FY 24	Budget FY 24	Proposed FY 25
7750 Payroll Service Fees	\$ 2,227.44	\$ 3,372.67	\$ 2,500.00	2,627.44
Total 7700 Payroll Expenditures	\$ 632,836.21	\$ 729,914.46	\$ 691,170.38	\$ 798,126.03
7850 Insurance	\$ 3,700.31	\$ (40,388.25)	\$ -	135,249.93
Total 7850 Insurance	\$ 89,862.65	\$ 87,383.80	\$ 132,221.06	\$ 135,249.93
Administrative Expenses			\$ 417.00	0.00
Legal Fees - Operating	\$ 18,507.00	\$ 104.00	\$ -	0.00
Property Management	\$ -	\$ -	\$ -	31,803.63
Total Property Management	\$ 8,074.54	\$ 10,169.76	\$ 1,787.00	\$ 31,803.63
Total Expenses	\$ 3,118,734.42	\$ 2,867,597.89	\$ 3,907,546.90	\$ 3,058,491.45
Net Operating Income	\$ (794,141.35)	\$ (164,157.28)	\$ 82,397.18	\$ 4,122.84
Other Income	\$ -	\$ -	\$ -	\$ -
Reimbursed Expenses	\$ -	\$ -	\$ -	\$ -
Total Other Income	\$ -	\$ -	\$ -	\$ -
Other Expenses	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ (65.59)	\$ 1,000.00	\$ -	\$ -
Total Other Expenses	\$ (65.59)	\$ 631.10	\$ -	\$ 0.00
Net Other Income	\$ 1,855.38	\$ (631.10)	\$ -	\$ 4,122.84
Net Income	\$ (792,285.97)	\$ (164,788.38)	\$ 82,397.18	\$ 4,122.84

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-001
Project Name Dip and Old Elm Ave.

Description: This project will complete the connection between the roundabout and Old Elm Ave.
Complete top coat of asphalt for Old Elm Ave.
Project is complete.

Justification: This is a public safety issue.

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	300,000.0					300,000.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-002
Project Name Brady Complex

Description: Complete water and sewer connections and site work for Brady Complex on OBL

Justification: Completion of project will allow for four units to be placed in residential leasing. Project kick off occurred on June 18, 2024.

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction	300,000.0					300,000.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total	0.0	0.0	0.0	0.0	0.0	0.0

Budget Impact/Other

Obtaining a Certificates of Occupancy for these four units will result in annual net income of \$120,000.



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-003
Project Name Old Battery Lane duplexes finish work

Description: Side porches, front porches, finish out interior, landscaping, sidewalks.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	150,000.0					150,000.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-004
Project Name Marina Village Surcharge Test

Description: Testing area to determine amount of materials and time needed.
Project is in permitting.

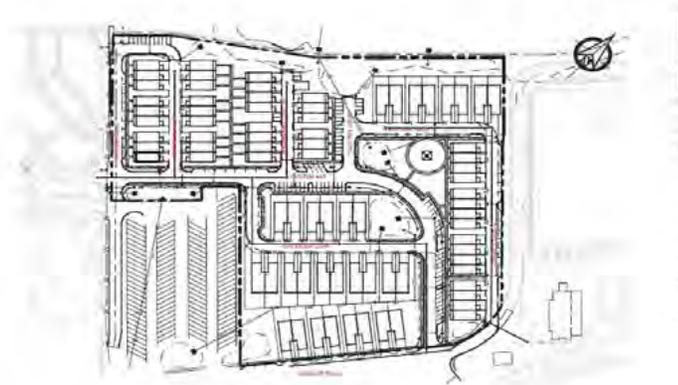
Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	100,000.0					100,000.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # 24-005

Project Name Post Theater

Description:

This project includes the design, remediation of environmental hazards, rehabilitation of the exterior shell, interior fit-out, and site work. Absent external funding sources, this project will be phased: Phase I exterior, Phase II systems, Phase III interior fit-out.

Justification:

The project is eligible for historic preservation tax credits.

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design	50,000.0	50,000.0				100,000.0
Remediation						0.0
Construction		250,000.0	250,000.0	250,000.0		750,000.0
Contingency	0.0	150,000.0				150,000.0
Total	50,000.0	450,000.0	250,000.0	250,000.0	0.0	1,000,000.0

Funding Sources

Appropriation						
Total	50,000.0	450,000.0	250,000.0	250,000.0	0.0	0.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-006

Project Name Chapel

Description: Restoration of chapel building for use as community amenity.

This project includes the design, remediation of environmental hazards, rehabilitation of the exterior shell, interior. Absent external funding sources, this project will be phased: Phase I exterior, Phase II systems, Phase III interior f

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total		375,000.0				375,000.0

Funding Sources

Appropriation						
Total	0.0	375,000.0	0.0	0.0	0.0	375,000.0

Budget Impact/Other

FDRPC will need to budget for new costs associated with bringing this building into use in FY 25. This includes util



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-007
Project Name DNREC Archive

Description: Completion of exterior shell and interior fit-out for object storage facility.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	383,000.0					383,000.0

Funding Sources

Appropriation						
Total	383,000.0	0.0	0.0	0.0	0.0	383,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-008
Project Name Bio Basins- Branch Canal

Description: Completion of three bio-basins per DNREC regulations.
Basin #5: Entrance to campus
Basin#4: Cook Street
Basin #3: Crawford Street

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	300,000.0					300,000.0

Funding Sources

Appropriation						
Total	300,000.0	0.0	0.0	0.0	0.0	300,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-009
Project Name Chapel Grove

Description: Continued development of Chapel Grove using native and sustainable landscaping. Materials only; labor provided by FDRCP grounds team. Project is complete.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction	20.0					20.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-010

Project Name Complete moth-balling of three historic properties--buildings 9, 10, 11.
Implement U.S. Secr. of Interior historic preservation standard for moth-balling.

Description: Secure exterior shell (roof, windows, doors). Board up windows.
Allow for passive ventilation. Install intrusion alarm systems.
Continue monthly monitoring and inspection of moth-balled properties.
Project is complete.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	100,000.0					100,000.0

Funding Sources

Appropriation						
Total	100,000.0	0.0	0.0	0.0	0.0	100,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY-012
Project Name Roof & Mothball OBL Duplex

Description: Secure exterior shell (roof, windows, doors). Board up windows.
Allow for passive ventilation. Install intrusion alarm systems.
Continue monthly monitoring and inspection of moth-balled properties.
Project is complete.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	100,000.0					100,000.0

Funding Sources

Appropriation						
Total	100,000.0	0.0	0.0	0.0	0.0	100,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-013
Project Name Maintenance Shop Interior

Description: Paint and flooring for areas within maintenance shop.

Justification: Material costs only; labor will be provided by FDRPC maintenance team.
Project is complete.

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction	10,000.0					10,000.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total	10,000.0	0.0	0.0	0.0	0.0	10,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY24-014
Project Name Bakery

Description: Placeholder for any latent remediation prior to sale.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency		50,000.0				50,000.0
Total						0.0

Funding Sources

Appropriation	50,000.0					
Total	50,000.0					50,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-001
Project Name Subdivision

Description: This project will legally subdivide parcels south of Old Elm Ave.

Justification: Previous subdivision only addressed north of Old Elm Ave.

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		50,000.0				50,000.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total	0.0	50,000.0	0.0	0.0	0.0	50,000.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-002
Project Name Post Exchange roof and stabilization

Description: Replace roofing system on Post Exchange building.
Stabilize exterior shell.
Project was completed in FY 24.

Justification:

Expenditures	FY 25	FY 26	FY 27	FY 28	Total
Design					0.0
Remediation					0.0
Construction					0.0
Contingency					0.0
Total					0.0

Funding Sources

Appropriation					
Total	0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-003
Project Name Canal Bank Revetment and Promenade

Description: Revetment of canal bank and finishing of Promenade.

Justification: Grant funding approved by FEMA; project is in permitting with USACE and DNREC. Project expected to be bid in July 2025 and amended budget submitted to FEMA for possible

Expenditures	FY 25	FY 26	FY 27	FY 28	Total
Design					0.0
Remediation					0.0
Construction	400,000.0				400,000.0
Contingency					0.0
Total					0.0

Funding Sources	FY 25	FY 26	FY 27	FY 28	Total
Appropriation	400,000.0				400,000.0
Total	400,000.0	0.0	0.0	0.0	400,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-004
Project Name Governor Bacon prep

Description: Remedial actions in advance of listing and marketing the Gov. Bacon Bldg.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		50,000.0				50,000.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total		50,000.0	0.0	0.0	0.0	50,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-005
Project Name Exterior of Maintenance Shop

Description: Repairs and re-painting to exterior of Maintenance shop.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction		10,000.0				10,000.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total		10,000.0	0.0	0.0	0.0	10,000.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-006
Project Name Park Amenities

Description: Move from conceptual design to build out of park amenities.
 Project deferred pending jurisdictional wetlands review by USACE.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		75,000.0				75,000.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation		75,000.0				
Total	75,000.0	#REF!	0.0	0.0	0.0	#REF!

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-007
Project Name Invasive Management

Description: Three-year campaign to reduce number of invasive species.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation		10,000.0	10,000.0			20,000.0
Construction						0.0
Contingency						0.0
Total						0.0

Funding Sources	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Appropriation		10,000.0	10,000.0			20,000.0
Total		10,000.0	10,000.0	0.0	0.0	20,000.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY25-008
Project Name Pump station re-design and build

Description: Complete re-design of existing pump station and replacement.

Justification: This is critical infrastructure to address stormwater management on campus.
Current pump station is beyond its useful life.
Project may be eligible for FEMA funding.

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		50,000.0				50,000.0
Remediation						0.0
Construction		100,000.0				100,000.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total	150,000.0	0.0	0.0	0.0		150,000.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-001
Project Name Marina Village full surcharge

Description: Full surcharge of lands of Marina Village.
Requires all approvals in place.

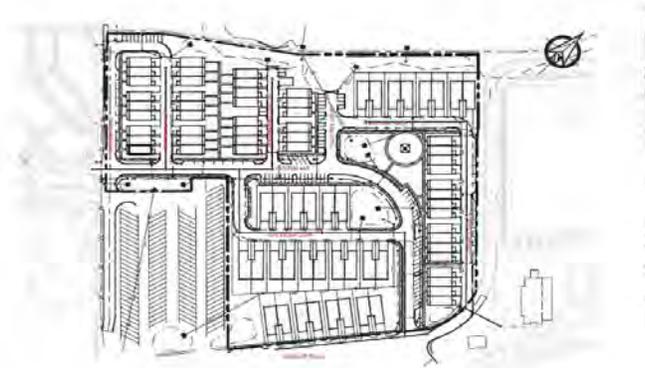
Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28
Design					
Remediation					
Construction		1,000,000.0			
Contingency					
Total		1,000,000.0			

Funding Sources

Appropriation					
Total		0.0	0.0	0.0	0.0

Budget Impact/Other



Total
0.0
0.0
1,000,000.0
0.0
1,000,000.0

0.0

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-002
Project Name Levee-Trail

Description: Design and build out of levee-trail system.
Project delayed due to jurisdictional determination needed by USACE.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		50,000.0				50,000.0
Remediation						0.0
Construction		200,000.0	500,000.0			700,000.0
Contingency						0.0
Total		250,000.0	500,000.0			750,000.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-003
Project Name Old Battery Lane-Street design and construction

Description: Complete street re-design and construction of Old Battery Lane.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		75,000.0				75,000.0
Remediation						0.0
Construction			500,000.0			500,000.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-004
Project Name Delmarva Infrastructure

Description: Establish metering on all property on campus.
FDRPC is working with Energize Delaware to design solutions.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design		50,000.0				50,000.0
Remediation						0.0
Construction			250,000.0	250,000.0		500,000.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-005
Project Name Battery Elder #1

Description: Preservation plan established for bunkers.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total						0.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-006
Project Name Battery Elder #2

Description: Preservation plan established for bunkers.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	0.0					0.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # FY26-007
Project Name Battery Elder #3

Description: Preservation plan established for bunkers.

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction						0.0
Contingency						0.0
Total	0.0					0.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # No FY-001
Project Name Colter Road-Street design and construction

Description:

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28
Design					
Remediation					
Construction					
Contingency					
Total	0.0				

Funding Sources	FY 24	FY 25	FY 26	FY 27	FY 28
Appropriation					
Total		0.0	0.0	0.0	0.0

Budget Impact/Other

Total

0.0

0.0

0.0

0.0

0.0

0.0

FY 2024-2026 Capital Investment Plan

Fort Dupont Redevelopment and Preservation Corporation

Project # No FY-002
Project Name Battery Reed-Gibson

Description:

Justification:

Expenditures	FY 24	FY 25	FY 26	FY 27	FY 28	Total
Design						0.0
Remediation						0.0
Construction	1,000,000.0					1,000,000.0
Contingency						0.0
Total	1,000,000.0					1,000,000.0

Funding Sources

Appropriation						
Total		0.0	0.0	0.0	0.0	0.0

Budget Impact/Other



FORT DUPONT

SHAPED BY HISTORY & ANCHORED IN NATURE

August 8, 2024

Honorable Cerron Cade, Director
Office of Management & Budget
122 Martin Luther King Jr. Blvd, South
Dover DE 19901

Dear Director Cade:

On behalf of the Board of Directors of the Fort DuPont Redevelopment and Preservation Corporation (FDRPC), I am submitting a funding request FY 26 Governor's Recommended Budget for **\$ 13,900,000**.

The request includes:

- **Deferred maintenance, environmental remediation, land management, maintenance of campus buildings and lands, and funding for operations and administration. \$2,750,000.**
- **Infrastructure upgrades to campus. \$ 3,000,000.** Funds will be used to establish new infrastructure on the south campus of Fort DuPont, to include water, wastewater, stormwater management, electric, and data.
 - **Old Battery Lane street, sidewalk, and lighting. \$750,000.** This project will include new roads, sidewalks, and street lighting for Old Battery Lane from Polktown Road to Maple Boulevard.

- **Energy solution for the campus. \$500,000.** More than half of the Fort DuPont campus relies on a single feed for electricity delivery from Delmarva Power. (All electricity from Delmarva for the Canal District and Officers Row residential districts is modern and is not included in this issue.) FDRPC is responsible for distribution of electricity to separate buildings on the campus from this feed. FDRPC is working with Energize Delaware to create a solution to this issue, which will require the upgrading of existing energy infrastructure.
- **Stormwater management solution for the balance of campus. \$1,250,000.** Stormwater management remains a critical infrastructure issue for FDRPC. The Canal District and Officers Row residential districts were re-engineered with a modern stormwater management system. The balance of the campus—more than half of the campus—relies on older infrastructure which is in need of re-engineering and replacement. This includes the use of catch basins, bio basins, and the design and re-build of an existing pumphouse.
- **Brownfield testing and remediation of additional areas of the campus. \$500,000.** There are currently twelve (12) Operable Units (OUs) in various stages of brownfield testing and remediation on the campus of Fort DuPont. This does not encompass the entirety of lands on the campus. Funding is requested to identify, test, and remediate additional areas, including use for recreational parklands.
- **Governor Bacon Building A/E design. \$1,000,000.** Funds will be used to perform an architectural and engineering assessment and design documents for the building's adaptive re-use for mixed use. This building is the responsibility of FDRPC, having been transferred from the Department of Health and Social Services after DHSS ceased operations of the site. FDRPC maintains the facility out of existing revenues.
- **Fort DuPont Chapel. \$350,000.** When complete, the Chapel will serve as a community center for arts-based programs, meetings, events, and social gatherings. FDRPC has invested in restoring the exterior of the facility and remediating environmental hazards. The requested funds will complete renovations to the exterior and interior and add a small modern addition to the building to ensure ADA compatibility. **Estimated project costs are \$700,000; private funding is being sought by the Friends of Fort DuPont.**

- **Park Amenities. \$1,000,000.** Funds will be used to construct the first phase of park amenities currently under design by FDRPC and the Delaware City community. The park amenities will be open to the public and will include active recreation (pickle ball, basketball, and tennis courts), a playground, an activities course for older children and adolescents, and a dog park.
- **Fort DuPont Theater. \$750,000.** The Theater is a unique structure on the Fort DuPont campus, having served members of the military as a venue for entertainment. Consistent with its original use, we envision the theater to serve as a resource for local community and arts groups to provide programming and arts events for the Delaware City community. FDRPC provided resources to stabilize the facility's exterior, remediate environmental hazards, and begin restoring the building systems. The requested funding would be applied to interior renovations. **Estimated project costs are \$1,500,000; private funding is being sought by the Friends of Fort DuPont.**
- **Canal Bank Revetment and Promenade. \$750,000.** Along with a grant from the Federal Emergency Management Agency (FEMA) of \$960,000, funds will be used to stabilize the south side of the Branch Canal bank. This will address deferred maintenance issues which have resulted in erosion, invasive species, and stormwater management issues. Upon completion of the canal bank revetment and stabilization, a bike/ped path will be built to ensure connectivity from Route 9 along the canal to the DNREC boat ramp.
- **Post Exchange (PX) Building \$400,000.** Funds will be used to stabilize the exterior of the Post Exchange (PX) building on the Parade Grounds. Available funding after the stabilization of the exterior will be used to bring new systems (electric, HVAC, communications) into the building.
- **Pedestrian and Biking Trail. \$900,000.** Funds will be used for building a pedestrian and biking trail comprising about two miles. The elevated trail is currently at a 75% design completion and is awaiting final concurrence from the U.S. Army Corps of Engineers (ACOE). The trail will span all four sides of the campus and connect pedestrians and bicyclists to Route 9 and downtown Delaware City. The trailhead parking lot for the Mike Castle Trail (running from Delaware City to Chesapeake City along the C & D Canal) is located across Route 9 from the termination of this trail.
- **DNREC Maintenance Building. \$3,000,000.** Funds will be used to create a maintenance shop for DNREC/Delaware State Parks.

The Fort DuPont Redevelopment and Preservation Corporation maintains its fiduciary responsibility in the governance of all assets. This includes monetary, real estate, land conservation, and cultural assets which exist across our campus. The challenges of addressing the deferred maintenance of buildings, infrastructure, and land while also introducing improvements to the campus remains our objective. The Board of Directors approved a multi-year Capital Investment Program (CIP) for all capital projects; the projects included in this request align with the CIP.

Thank you for your consideration of this request. We are available to answer any questions you may have about the Fort DuPont Redevelopment and Preservation Corporation.

Sincerely,

A handwritten signature in blue ink, appearing to read "John McMahon".

John McMahon

Chair, Board of Directors

A handwritten signature in blue ink, appearing to read "TAS".

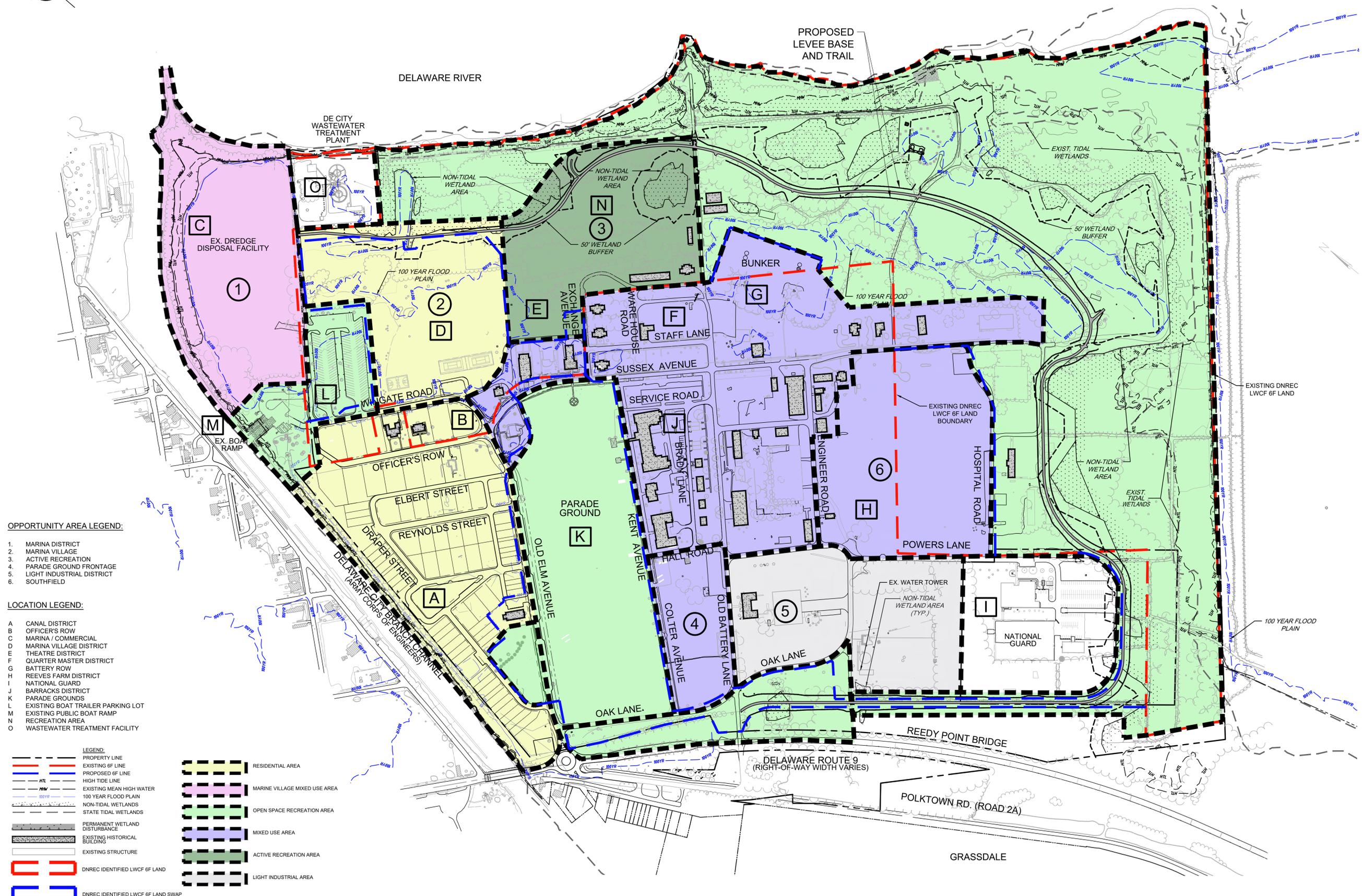
Tim Slavin

Executive Director

Friends of Fort DuPont, Inc.

Proposed candidates for founding board of directors

Michael Lutz	Resident of Fort DuPont. Member of the Land Use Planning Committee. Vice President of Avalere Health.
Corinth (Corie) Ford	Senior Project Manager, Interpos Consulting City Councilwoman, City of Newark President, Reedy Point Players (Delaware City)
Laura Lee	Former Superintendent, Fort DuPont State Park. Co-author, <i>Images of American: Fort DuPont</i> , Arcadia Publishing, 2011. Board member, African Union Church Cemetery (Delaware City) Board member, Port Penn Historical Society
Jane Graci	Resident of Fort DuPont Senior Business Administrator University of Delaware
John McMahon	Chair, FDRPC Board of Directors Liaison to FDRPC Board
Tim Slavin	Executive Director, FDRPC Ex officio (voting)



OPPORTUNITY AREA LEGEND:

- 1. MARINA DISTRICT
- 2. MARINA VILLAGE
- 3. ACTIVE RECREATION
- 4. PARADE GROUND FRONTAGE
- 5. LIGHT INDUSTRIAL DISTRICT
- 6. SOUTHFIELD

LOCATION LEGEND:

- A CANAL DISTRICT
- B OFFICER'S ROW
- C MARINA / COMMERCIAL
- D MARINA VILLAGE DISTRICT
- E THEATRE DISTRICT
- F QUARTER MASTER DISTRICT
- G BATTERY ROW
- H REEVES FARM DISTRICT
- I NATIONAL GUARD
- J BARRACKS DISTRICT
- K PARADE GROUNDS
- L EXISTING BOAT TRAILER PARKING LOT
- M EXISTING PUBLIC BOAT RAMP
- N RECREATION AREA
- O WASTEWATER TREATMENT FACILITY

LEGEND:

- PROPERTY LINE
- EXISTING 6F LINE
- PROPOSED 6F LINE
- HIGH TIDE LINE
- EXISTING MEAN HIGH WATER
- 100 YEAR FLOOD PLAIN
- NON-TIDAL WETLANDS
- STATE TIDAL WETLANDS
- PERMANENT WETLAND DISTURBANCE
- EXISTING HISTORICAL BUILDING
- EXISTING STRUCTURE
- DNREC IDENTIFIED LWCF 6F LAND
- DNREC IDENTIFIED LWCF 6F LAND SWAP
- RESIDENTIAL AREA
- MARINE VILLAGE MIXED USE AREA
- OPEN SPACE RECREATION AREA
- MIXED USE AREA
- ACTIVE RECREATION AREA
- LIGHT INDUSTRIAL AREA



FORT DUPONT MASTER PLAN 2024





Executive Director Monthly Report

For the period July 1, 2024, to July 31, 2024

Our board meeting will be held on August 14, 2024, at 9:30 a.m. at the **Delaware City Fire Hall**. Board packets will be distributed via email (as a pdf attachment).

Audit for FY 23. The audit for FY 23 is scheduled to be presented at the August 14, 2024, board of directors meeting.

Land Use Master Plan. The Land Use Committee has now completed its task, and the new Land Use Plan will be before the board for approval at the August 14th meeting. The public presentation of the plan was made on July 1 to the Delaware City Planning Commission, July 15 to the Delaware City Mayor and Council, and July 29 as part of a Community Information Session sponsored by FDRPC.

Capital Projects

- **Marina Village.** DNREC/State Parks has scheduled an August 5th meeting with the State Historic Preservation Office to discuss the request for conversion of lands related to the Land and Water Conservation Fund section 6f. The meeting is at a staff level and will focus on identifying cultural assets within the affected areas.
- **Branch canal bank revetment and promenade.** The bid for the revetment of the Branch canal bank has been published and is being advertised in both the News Journal and The Weekly. A pre-bid meeting with interested parties was held on July 30th. The submission date for the bids is Thursday, August 15th at 3:00 p.m.

- **Bio Basins.** Bio Basin #2 is now complete and awaiting final inspection and approval by DNREC. Bio Basin #3 has been surveyed and staked, with mobilization of the site expected on August 1st. Note: Bio Basin 1 was previously completed; there are five bio basins in the Canal District.

- **Branch canal ownership.** Nicole Comisky, staff to the Senate Environment and Public Works (EPW) Committee, requested a status update on concerns raised about the transfer of the uplands area of the branch canal. The U.S. Army Corps of Engineers (ACOE) staff had previously mentioned that DNREC staff were concerned about the potential loss of the area for dredge spoil use.

- **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.
 - The project was successfully bid, and an award has been made to A-Del.
 - The pre-construction meeting was held June 8, 2024 with representatives of DNREC, A-Del, and FDRPC.
 - Utility identification and marking has occurred on the construction in advance of environmental controls. An unexpected delay is the discovery of previously unknown utilities in the area; FDRPC has contracted for additional identification and marking.
 - An inspection of the site was conducted by DNREC on July 30 and the site meets requirements.

- **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) was issued by DNREC on May 2, 2024.
 - c. FDRPC has finished removing the wells and submitted the necessary paperwork to DNREC for approval.
 - d. The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.

- e. 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 remains listed at \$125,000.
 - b. Leasing: As of April 1, 2024, two rental units are available and being marketed by Emory Hill:
 - 1605 Maple Boulevard has been rented with a move-in date of August 30th, 2024.

- **Friends of Fort DuPont.** Appointments to the founding board of the Friends of Fort DuPont will be presented to the Board of Directors for approval on August 14th, 2023. Per the existing by-laws, the initial appointments are made by the FDRPC board; thereafter, appointments will be made by the Friends board.

- **FOIA Officer.** There were no FOIA requests presented for July 2024.

Cultivation

August 12: Tri State Bird Rescue site visit to Fort DuPont.

Upcoming special events:

October 5: Delaware City Day

October 11: Pints and Pumpkins hosted by FDRPC on Fort DuPont campus for residents.

October 25: Family Movie Night. Open to the public outside on the Fort DuPont campus.

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
FINANCE AND AUDIT COMMITTEE

The FDRPC Finance and Audit Committee meeting was held on June 10, 2024 at 4:00 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

Dr. Courtney Stewart (Office of Management and Budget)

Mr. Bert Scoglietti (FDRPC Treasurer) joined 4:18pm

Ms. Ruth Ann Miller (Controller General of the State of Delaware) connection issues

BOARD MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

Janice Moturi- Deputy Director

Tim Slavin- Executive Director

OTHERS PRESENT

None

APPROVAL OF MINUTES – FDRPC FINANCE AND AUDIT COMMITTEE MEETING OF June 10, 2024

Mike Moved for approval of the FDRPC Finance and Audit Committee meeting minutes of May 13, 2024. The motion was seconded and unanimously carried.

NEW BUSINESS

1. Monthly Financial report- April
 - o State appropriation/Sales/other revenues
 - o Upcoming Large expenditures
 - o Cash flow
 - o Balances
2. Capital projects update
3. Procedures Detailed Draft part 2- review stage
4. Draft Budget FY 25

OLD BUSINESS

None

RECESS INTO EXECUTIVE SESSION

Legal notices discussion

RECONVENE

None

POTENTIAL ACTION TO BE VOTED UPON FROM EXECUTIVE SESSIONES

None

NEXT MEETING DATE

The next meeting is scheduled for August 12, 2024, at 4:00 p.m.

ADJOURNMENT

Motion: to adjourn

Made by Mr. Scogletti and seconded by Dr. Courtney

Meeting adjourned at 4:50 p.m.

APPROVED: July 19, 2024

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
EXECUTIVE COMMITTEE MEETING

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held June 24, 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 9:32 a.m.

COMMITTEE MEMBERS PRESENT

Ms. Ruth Ann Miller (Controller General of the State of Delaware) (arrived at 9:36 a.m.)

Ms. Wendy Rogers (Resident of Fort DuPont)

Dr. Courtney Stewart (Office of Management and Budget) (departed at 10:06 a.m. returned at 10:10 a.m.)

Mr. Bert Scoglietti (FDRPC Treasurer)

COMMITTEE MEMBERS ABSENT

None

STAFF MEMBERS PRESENT

Mr. Tim Slavin, FDRPC Executive Director

Ms. Janice Moturi, FDRPC Deputy Director/Controller

Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP

Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP

OTHERS PRESENT

None

APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF FEBRUARY 26, 2024

Mr. Scoglietti moved for approval of the February 26, 2024 FDRPC Executive Committee meeting minutes. The motion was seconded by Dr. Stewart and unanimously carried.

STATUS ON KEY PROJECTS

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

Canal Bank Revetment Project

Verdantas now has the green light to bid the Canal Bank Revetment Project for the purposes of establishing a new budget. The bidding will be fully managed by Verdantas, and an award can be made based on this bid, although an amended budget request to FEMA for additional funds will be necessary.

The U.S. Army Corps of Engineers is currently reviewing the initial results of additional geotechnical work submitted to them. These results, which included deeper borings into the canal and canal bank, confirmed previous findings with no new issues identified. The project is now awaiting further review and approval from the Army Corps, with the project team actively following up to expedite this process.

Old Battery Lane Duplexes

The pre-construction meeting was held on-site the previous week to officially kick off the project. A-DEL Construction is currently waiting on a few supply items and plans to mobilize the site in about two weeks. They anticipate a mobilization period of four to five weeks to complete this phase.

Simultaneously, they are working with the State Historic Preservation Office (SHPO) to finalize the historic preservation tax credits for these buildings. All the necessary documentation has been gathered and is being organized for submission to SHPO. The initial credit they planned to sell for cash was valued at \$180,000. However, a higher amount may be received due to additional project-related costs that could be eligible for credits. This will be determined as they progress through SHPO's review process.

Bio Basins

The vendor for the bio basins is Cutting Edge in Delaware City. They're going to provide a hard date for mobilization. They may be a little overextended with workforce and they have been notified that if they can't get to this project by a certain date, we'll simply turn the corner and select another vendor. There are three bio basins to do across the north side of the campus and we want to get them all done before the fall sets in.

6F Issue

The 6F issue remains and they are waiting for DNREC and the Historic Preservation Office to submit their findings to the National Park Service. Lennar may be viewing this as a stall and they may be looking at breach of contract issues if they don't see some activity.

The remediation project at Marina Village is encountering issues due to naturally occurring arsenic. Brightfield's additional testing revealed more contamination hotspots, forming a small line across the property. More testing and remediation are needed, increasing project costs. Additionally, there are concerns about delays in the approvals process.

Pump House

The pump house managing stormwater on the south side of the campus, near the Painter Building and food warehouse, is failing and beyond its useful life. Despite a dry spell, it has gone offline for four consecutive weekends, causing water build-up and requiring intervention. Alarms notify staff of these failures. Temporary fixes with new relays and new equipment are being implemented, but a project to design a new pump house and possibly upgrade the stormwater management system, including a potential retention pond, is planned.

ABC Crab Feast

The ABC Crab Feast is in its third year of a 10-year contract, and accommodating the event is becoming increasingly challenging. The event draws over a thousand attendees from 3 PM to 7 PM on a weekday, causing significant disruption on campus, affecting residents, and impacting city traffic. Although there were no major issues with the organizers this year, last year was more difficult. Looking ahead, there are concerns about the growing encroachment issues with campus residents.

Brownfields

The strategy for addressing brownfields on campus involves dealing with 13 operable units identified by DNREC, but these units don't cover the entire campus. Remediation isn't necessary for all areas, particularly those with no planned redevelopment, but some areas need testing and remediation.

The remediation process typically takes two years. The preference is to identify all areas, consolidate them into one large operating unit, and start remediation to increase land value. An example is a pending land sale in an area not covered by a brownfield agreement, necessitating an independent process for those parcels. DNREC found an extra \$100,000 for additional testing and remediation on the operating unit. The new owner may be eligible for Brownfield grant funding from DNREC since they were not involved in creating the brownfield issue.

The process is costly and time-consuming, requiring significant paperwork. The goal is to show tangible improvements, not just permits, to justify funding. Additionally, major subdivision of the remaining campus is required. Previous efforts include minor subdivision for the Canal District and Officers Row, creating up to three parcels, including the Fort DuPont office building and 1605 Maple Boulevard. The focus now is on subdividing the rest of the campus.

Salary Increases

A 2% increase for Fort DuPont employees is proposed, in alignment with the state government increases.

EXECUTIVE SESSION

Mr. Scoglietti moved to recess into executive session, seconded by Dr. Stewart and unanimously carried.

Meeting recessed at 9:49 a.m.

Meeting reconvened at 10:16 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 10:17 a.m.

APPROVED: July 29, 2024



Board of Directors

Schedule of Meetings for 2025

All meetings begin at 9:30 a.m. and are held at the Delaware City Fire Hall, 815 5th Street, Delaware City, 19706.

January 8th

February 12th

March 12th

April 9th

May 14th

June 11th

July 9th

August 13th

September 10th

October 8th

November 12th

December 10th