

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

LOCATION:  
Grass Dale Center  
Delaware City, DE 19706  
February 14, 2018  
8:30 a.m.

**Meeting Minutes**

Board Members:

Susan Frank, Bert Scoglietti, Courtney Stewart, Shawn Garvin, Herbert Netsch, Connie Holland, Carol Houck, Danny Episcopo

Staff:

Jeff Randol, Executive Director  
Peggy Thomas, Site Manager  
Jack Strong, Construction Manager  
Max Walton, Connolly Gallagher

Members of the Public:

Tim Konkus, Jake Miller, Billie Travolini

**I. Call to Order**

Ms. Frank called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:40 a.m.

**II. Minutes**

Ms. Frank asked if there were any questions or comments regarding the December 2017 meeting minutes. No questions were presented, and a motion was made to approve the minutes of the December meeting by Mr. Netsch and seconded by Mr. Episcopo. Motion carried.

**III. Treasurer's Report**

Mr. Scoglietti distributed the financial statement for the period ending 2/13/18 and pointed out that a transfer had been made from the Bond Bill account to the Operating account in the amount of \$65,000 and to the Capital account in the amount of \$350,00. With regard to Bond Bill funding for 2019, Mr. Scoglietti noted a request to increase Administrative funding from \$250,000 to \$300,000 annually.

The second item noted by Mr. Scoglietti were Historic Tax Credits. In December the Corporation received \$197,085 for the sale of credits on building #43. There are three HTC's remaining and Mr. Randol has received an offer of .87/dollar for all three, which would net \$775,000.

The total unencumbered, uncommitted, unreserved balance is \$1,030,747.52 which includes the Historic Tax Credits (not yet funded) and a draw on the Applied Bank construction loan. (Attachment A)

## **V. Legal**

Mr. Walton commented as follows:

- A. State Agency Leases** – Mr. Walton and Mr. Randol have been working to get these completed so that when the new budget is passed, the leases will be ready for signature. The process has been unusually lengthy and complicated by the budgeting process as it relates to the agencies being able to pay for common area maintenance and insurance expenses. The next round of revisions will be sent to the state this month.
- B. Historic Flood Plain** – Delaware City participates in the National Flood Insurance Program and adopted FEMA ordinances to comply. Because there are inconsistencies in the FEMA ordinance Delaware City was required to adopt, a new ordinance for historic properties is being worked on so as not to jeopardize Delaware City's participation in the National Flood Insurance Program. . The draft ordinance was introduced and read at the January City Council meeting. It is now under review by DNREC and FEMA. If approved, then the historic buildings would be largely exempted from requirements that would impact the historic character of the buildings. We are hopeful that the pending ordinance can be voted upon in March.

## **VI. Executive Director's Report**

Mr. Randol commented as follows:

- A. Restoration of Residential Units** – Permits for interior work are on hold until the LOMAR has been filed. Weather conditions has put a stop to further grading. Retaining walls are being installed behind Building 25 and 45 as part of the flood mitigation plan. Historic Tax Credits from Building 39 will be used to renovate building 25 and the credits from 25 will be applied toward building 45.
- B. Canal District** – The final subdivision plan will be submitted to Delaware City for approval in March. The plan has been reduced by seven units to allow for new building designs that will closely resemble the former Bachelor's Quarters and Hospital located in the Canal District and to improve sight-lines from the main entrance. Mr. Randol said he expects to bring Letters of Intent (from builders) to the next Board of Directors meeting.
- C. Mortar Bunker**– Trees, shrubs and brush have been removed from the top of the bunker and the mortar pits. A feasibility study is being conducted to assess preservation of all bunkers and will include an estimated cost for the repairs. Plans for the Bunker are still in progress, and Mr. Randol showed a rendering of how the Bunker could potentially look. Ms. Frank suggested that the board members take another tour of the Mortar Bunker soon now that it has been remediated and the top cleared. All were in agreement that the March Board meeting should include a tour of the site.

#### **D. Historic Tax Credits**

- i. Sale of existing tax credits – Refer to Section III, Treasurer’s Report.
- ii. Tax Credit approvals on Buildings 15 and 53 - The state has approved the sale of tax credits for these two buildings. HTC’s for Building 15 are valued at approximately \$120,000 and \$261,000 for building 53. Mr. Scoglietti asked if the tax credits for Buildings 15 and 53 will be used in the next fiscal year. Mr. Randol stated yes.

**E. Preservation of Batteries** – Refer to VI, section B, Mortar Bunker

**F. Special Events** – Fort DuPont will be the new location for the St. Georges Blues Festival, June 9 and 10. Mr. Randol is also working on a fall craft beer festival.

**G. Phase 1 Archeological Study.** Mr. Randol noted the Phase I archaeological study has been completed along with prehistoric soils analysis. Nothing of significance that would impact development of the site was found.

**H. Surplus Vehicles.** Mr. Netsch commented that he has noticed a recent increase in the number of automobiles for auction and expressed concern that it is an eyesore. Mr. Scoglietti stated that the Office of Management and Budget is actively engaged in securing another site.

**I. Duplexes on Battery Lane.** Mr. Randol noted that the duplexes along Old Battery Lane have been tarped.

#### **VII. Committee Reports**

**A. Economic Development Committee** – Ms. Frank stated that the Secretary of State will be working with FDRPC to move the Fort’s economic development forward.

**B. Project Funding Committee** – No updates at this time.

**C. Historic Preservation Committee** – No updates at this time.

**D. Personnel Committee** – The committee, consisting of Ms. Frank, Mr. Scoglietti and Ms. Stewart, have engaged a consultant to help FDRPC develop best practices and compensation plans for staff.

**VIII. New Business** – No new business at this time.

#### **VIII. Public Comment**

Ms. Travolini stated she is still researching and reaching out to others in hopes of bringing a children’s respite facility to Fort DuPont. She explained that she believes remembering the children of Governor Bacon Health Center is important to the historic preservation of the property. She also read a letter from a woman who had stayed at GBHC as a child.

#### **IX. Adjourn**

There being no additional business to discuss Mr. Scoglietti made a motion to adjourn the meeting. Mr. Garvin seconded. Motion carried.