

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

LOCATION:  
Via Zoom Teleconference  
July 8, 2020  
8:30 a.m.

**Meeting Minutes**

**Board Members:**

Bryon Short, Bert Scoglietti, Courtney Stewart, Shawn Garvin, Michael Morton, David Baylor, Tim Dilliplane, Neal Dangelo, Pam Scott, Danny Episcopo, Dale Slotter, Dan Scholl, Paul Parets

**Staff:**

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

**Members of the Public:**

Tim Konkus, Mika Drake, Nikki Freedman

**I. Call to Order**

Mr. Short called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:30 a.m.

**II. Minutes**

Mr. Short asked if there were any questions or comments regarding the June 2020 meeting minutes. No questions were presented, and a motion was made to approve the minutes of the June 2020 meeting by Mr. Dilliplane, seconded by Ms. Stewart. A roll call vote was taken and the motion carried unanimously.

**III. Treasurer's Report**

A. Financial Statement - Mr. Scoglietti presented a Financial Report for FY20, noting the numbers were preliminary with some minor adjustments to be expected as the fiscal year accounting is completed. Mr. Scoglietti then provided a brief overview as follows:

- Page 1, Line 4010, State Appropriation – The full appropriation of \$2,250,000 was drawn down. The appropriation for FY21 was approved at previous year levels of \$2,250,000.
- Line 4200, Real Estate Sales – Total sales for the year were under budget projections due to lower than expected sales of Officers Row lots however, Canal District sales exceeded projections.
- Line 4500, HTC Credits - Tax credits for Buildings 45 and 53 were redeemed this past year. Tax credits for Building15 have been sold and will be received in FY21 once renovations are completed.

- Page 4, Line 7105, Lawn Care and Line 7125, Snow & Ice Removal - Expenses for lawn care were over budget due to the expanding areas that require additional maintenance. Snow removal expenses were well under budget projections due to the mild winter.
- Line 7700, Payroll Expenditures - Payroll for the year was under budget due to the vacancy created by the Construction Manager position.
- Page 5, Net Income - Preliminary net income for the year was \$190,864.74, slightly higher than projected.

A motion to approve the Treasurer's Report was made by Mr. Morton, seconded by Mr. Dilliplane, motion carried.

B. FY21 Budget - A draft of FY21 budget was distributed for Board review at the June meeting and at this time the Finance Committee is asking the Board to approve the FY21 budget. Mr. Scoglietti covered a few highlights of the budget as follows:

- Pages 1 and 2 are an overview of the FY21 budget, subsequent pages provide more detail.
- State Appropriation - The Joint Bond Bill Committee granted the full appropriation, the same as FY21 at \$2,250,000, which includes \$300,000 for administrative expenses.
- The Transportation Infrastructure Improvement Fund (TIIF) has agreed to provide funds in the amount of \$1,350,000 for construction of the roundabout and Polktown Place improvements.
- Real Estate Sales - Includes the sale of one lot on Officers Row, twelve lots in the Canal District and reimbursement for expenses related to the Marina Village town home approvals.
- Historic Tax Credits - \$533,000 in credits projected from restoration of Buildings 15, 26 and 27.
- Bank Loans - Includes loans for Buildings 26, 27 and site work in the Canal District Phase 1D.
- Payroll - Expenses expected to be higher due to hiring an administrative assistant and Site Construction Manager.
- Improvements - Includes funding for roads, the Promenade, shoreline revetment, exterior Chapel work, Phase 1D of the Canal District and relocating DNREC from Grass Dale to existing buildings within the complex.
- Net Income is projected to be approximately \$130,000 for FY21.

A motion to approve the proposed budget was made by Mr. Parets, seconded by Mr. Garvin. A roll call vote was taken, motion passed.

#### **IV. Legal**

A. Lennar Definitive Agreement Status Update - Mr. Walton explained he had just received the revised draft agreement from Lennar late Tuesday evening, July 7th, is in the process of reviewing the document, and hopes to present the revised agreement at the next Board meeting.

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

A. Construction Update for FY21 - Mr. Randol provided an overview of construction projects for FY21 as follows:

- Building 15 – Permits for construction have been submitted. Work is scheduled to be completed by year end.

- Building 19 – New Roof and chimney repairs are underway and the balance of work will start after the closing with Blue Water.
- PX - No schedule as of now, working through pricing on roof and windows.
- OBL Duplexes - Construction specifications and contract have been finalized. Work will commence this fall.
- Building 30 - The fit-out of this building will begin after the campground closes. Repairs to roof and brick are underway.
- Building 43 - A new roof will be installed in FY21, Building 42 will get a new roof in FY22.
- Old Elm - Road improvements will begin this summer. This will complete Old Elm Ave.
- Roundabout - TIF funding includes improvements to Polktown Road and North Reedy Point Road onto Old Battery Lane.
- Canal District - Closing in July on four lots in Phase 1C which leaves only four lots remaining in that phase.
- Master Plan - The focus continues to be on the Marina Village. The agreement with Lennar allows for finalizing the Marina Village Master Plan. The Branch Canal transaction is moving along as are plans for relocating the County's waste water treatment plant.

A start date for roundabout construction has not been set, but the goal is to start by September 1<sup>st</sup>. Duration of the construction is limited to three months. Only pedestrian, bicycle and emergency traffic will have access to the 5th Street Bridge while the roundabout is under construction.

Question on the status of Governor Bacon Health Center was raised. Mr. Episcopo stated that both buildings are in good shape and will be officially vacated when the shelter-in-place mandate is lifted.

## **VI. Committee Reports**

- A. Finance Committee - No additional updates to report beyond the budget proposal.
- B. Historic Preservation - Mr. Randol stated the DHPC is now meeting on the fourth Wednesday of each month.
- C. Governance & Personnel - Performance and salary reviews will be discussed in Executive Session.

**VII. New Business** - Board meeting dates were discussed due to schedule conflicts for some Board members. The outcome was to continue with the current schedule (monthly, on 2nd Wednesday at 8:30 am) and adjust quarterly for schedule conflicts.

**VIII. Public Comment** - No public comment was presented.

**IX. Executive Session** - Mr. Walton explained the steps for creating an executive session in a Zoom teleconference setting. A motion was made to move to Executive Session by Mr. Parets, seconded by Mr. Dilliplane. Motion carried.

**IX. Return to Public Session** – No motions were made in the return to public session.

## **X. Adjourn Meeting**

A motion to adjourn the meeting was made and seconded. A roll call vote was taken, motion carried, meeting adjourned.