

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

LOCATION:  
Via Zoom Teleconference  
October 14, 2020  
8:30 a.m.

**Meeting Minutes**

**Board Members:**

Bryon Short, Bert Scoglietti, Shawn Garvin, Michael Morton, David Baylor, Connie Holland, Neal Dangelo, Danny Episcopo, Dale Slotter, Laura Lee, Eric Smith

**Staff:**

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

**Members of the Public:**

Julie Fedele, Tim Konkus, Mika Drake, Betty Barrett, Jennifer Haugh, Susan Rahn, Richard Foresten, Tim Diliplane, Jon Patterson, Chris Castagno, Taylor Hawk, Bob Malinowski, Matt Boyer

**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 September 2020 meeting minutes. No questions were presented and a motion was made to approve the minutes of the September 2020 meeting by Mr. Episcopo, seconded by Mr. Scoglietti. A roll call vote was taken and the motion carried unanimously.

**III. Treasurer's Report**

A. Financial Statement - Mr. Scoglietti presented a Financial Report providing a brief overview as follows:

- Page 1, Line 4010, State Appropriation – As of September 30th, \$1,650,000 has been drawn leaving \$600,000 in remaining funds.
- Line 4130, CAM Revenue - Most CAM revenue from state agencies has been received bringing the total to \$ 96,959.27 through September.

- Line 4200, Real Estate Sales - Four lots in the Canal District closed the week of October 5th for \$400,000 and is not reflected on this report, bringing total Canal District sales to \$800,000 as of October 14. One lot in Phase 1D is under agreement.
- Page 3, Line 6712, Improvements, Theater - Exterior and stabilization work has begun on the Theater.
- Line 6716, Improvements, Canal District - The report shows the bulk of the funds going towards infrastructure improvements.
- Page 5, Line 7206, Parke Bank Phase 1B &1C - This loan, which was \$1.2 million for site improvements in the Canal District has been paid off.
- Line 7220, FDRPC RLF Repayment - This is an internal line of credit occasionally used to bridge construction expenses. \$200,000 has been repaid.

A motion to approve the Treasurer's Report was made by Mr. Morton, seconded by Ms. Holland. A roll call vote was taken, motion carried unanimously.

#### **IV. Legal**

- A. Lennar Definitive Agreement - The agreement approved by the Board has been signed and the due diligence period has begun. Mr. Walton is creating a chart with the various target dates as outlined in the agreement.
- B. Conflict of Interest Policy - Mr. Walton mentioned he is working on a revised Conflict of Interest Policy. Once reviewed and approved by the Board all directors are required to sign.

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

- A. Construction Update
  - A new pump was installed in the storm water pump house along with one of our refurbished pumps.
  - The Theater has a significant amount of damage to the bricks. Masonry work has started and will be followed by exterior trim repairs and painting.
- B. The OBL Duplexes Term Sheet - Applied Bank is still working through the financing and Mr. Randol expects a term sheet will be ready for the next board meeting.
- C. Park & Recreation Plan - Mr. Randol displayed a copy of proposed park and recreation improvements. The plan has evolved over several months and will be incorporated into the Master Plan for the Board's consideration at a future meeting. Planned amenities include trails, playgrounds (including an all-inclusive playground), sports courts (basketball, tennis, pickle ball), dog park, picnic pavilions, restroom facilities, trailhead parking for the park and the creation of bio-swales to manage storm water. Discussion followed regarding cost of maintenance and safety inspections.
- D. Lot Mergers –
  - Canal District - Four lots in Phase 1D were initially planned as small townhome lots, approximately twenty-five feet in width. Rockwell is requesting the plan be amended to

increase the four lots to thirty-five feet each to allow for larger townhomes. Mr. Randol noted this is an administrative change, subject to review by Delaware City. A motion to approve the expansion of lots 39-42 in the Canal District Phase 1D was made by Mr. Dangelo, seconded by Mr. Scoglietti. A roll call vote was taken and the motion passed unanimously.

- Officers Row – Rockwell has also requested that four of the lots, #2 and #3, and lots #10 and #11, on Officers Row be merged into two lots. This would allow them to construct homes with a larger footprint to accommodate master bedroom suites on the first floor. Discussion followed and concluded with a request to see plans for the product Rockwell is proposing for these lots prior to the Board taking a vote on the matter.
- E. Roundabout Funding – Question was asked of Mr. Randol related to the roundabout funding. Mr. Randol stated that the TIF grant for funding the roundabout had been declined by the Secretary of State, even though approved by the TIF Council and DelDot. Mr. Walton stated that the matter was not part of the current agenda, and to keep current meeting on track, further discussion of the grant should be added to the November agenda.

## **VI. Committee Reports**

- A. Finance Committee - The committee met on September 29th to update projects and sales and to discuss undergoing an audit. The Corporation has worked with a CPA over the last few years and the CPA provides an annual compilation of financial statements, which is different than a full audit. Mr. Scoglietti explained how an audit differs from a compilation and gave examples of the type of transactions and documents an auditor would review. Mr. Scoglietti commented an audit would be more fitting of the Corporation's complexity at this point. He also noted the audit comes at a significant cost, \$20,000 and up for an audit versus \$9,000 for a compilation. The committee recommends continuing with a compilation for FY21 and having an audit for FY22. Discussion followed and ended with the decision to get an estimate of the cost of conducting audits prior to the Board taking action on the matter. A motion to initiate an RFP process for an annual audit was made by Mr. Garvin, seconded by Mr. Smith. A roll call vote was taken and the motion was unanimously approved.
- B. Historic Preservation - Ms. Lee stated there were no action items before the DHPC in September therefore the committee did not meet.
- C. Governance & Personnel - Personnel matters will be discussed in Executive Session.

## **VII. Delaware City Communications** - Mr. Short stated going forward, Delaware City will have a standing place on the agenda to share information and thoughts on issues.

- A. Master Plan - Mr. Baylor, on behalf of Delaware City, requested an updated copy of the Master Plan noting it's understood the plan is fluid. Mr. Randol stated he expects the updated Master Plan to be ready by the end of the year for discussion with the Board.
- B. Mr. Short stated Leases had been discussed in a prior meeting.
- C. Connector Bridge – It was noted that the city had previously formed a committee to review the concept of a connector bridge and associated costs of operation and construction, but the committee did not move forward. Mr. Short recommended the City bring together a few

stakeholders to determine what the level of interest is for the connector bridge and that the committee consider costs, location, etc. Mr. Slotter stated if a connector bridge committee is formed, he would like to be on that committee.

- D. Speed Bumps - Speed bumps were installed at the Fort to slow vehicles. With more people, children and pets living at the site, safety is a concern.

**VIII. New Business** - There was no new business.

**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. Dangelo, seconded by Mr. Episcopo. A roll call vote was taken, motion carried.

**X. Return to Public Session** - Upon returning to Public Session, a motion was made to authorize a consultant to be retained by the Board to look into governance and personnel issues, and to authorize the Governance and Personnel Committee to make the selection of that consultant. The motion was made by Mr. Garvin, seconded by Mr. Episcopo. A roll call vote was taken, the motion passed unanimously.

**XI. Adjourn Meeting**

A motion to adjourn the meeting was made by Mr. Morton, seconded by Scoglietti. A roll call vote was taken, motion carried unanimously. Meeting adjourned.