

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

LOCATION:
Via Zoom Teleconference
January 13, 2021
8:30 a.m.

Meeting Minutes

Board Members:

Bryon Short (Chair), Bert Scoglietti, David Baylor, Neal Dangelo, Danny Episcopo, Dale Slotter, Laura Lee, Eric Smith, Courtney Stewart, Ruth Ann Jones, Shawn Garvin

Staff:

Jeff Randol, Executive Director
Peggy Thomas, Site Manager
Mindy Baker, Administrative Assistant

Counsel:

Max Walton

Members of the Public:

Bob Lucas, Tim Diliplane, Billie Travalini, Rep. Longhurst, Dan Saunders, Tim Konkus

I. Call To Order

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

Mr. Short welcomed Ms. Jones to the Board in place of Mr. Morton, and acknowledged Mr. Scoglietti's move from OMB to the Comptroller General's Office effective February 1, 2021.

II. Minutes

Chairman Short stated that Representative Longhurst requested the minutes to more accurately reflect her comments, which were: "In order to receive funding for FY 2022, the Corporation must conduct a five year audit, and going forward, an audit must be submitted annually." Representative Longhurst confirmed the language and a motion to adopt the amended language was made by Mr. Scoglietti and seconded by Mr. Slotter. A roll call vote was taken and the motion was approved. Mr. Short then asked if there were any further comments. Hearing none, a motion was made by Mr. Dangelo and seconded by Mr. Baylor to approve the December 2020 minutes as amended. A roll call vote was taken and the motion was approved.

III. Legal - Mr. Walton stated there were no updates to report.

IV. Treasurer's Report

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

- Page 1, Line 4010 - State Appropriation - A draw of \$325,000 was made in December leaving a balance of \$275,000 which will be drawn down over the remainder of the FY2021.

- Line 4200 - Real Estate Sales - There is no change for December 2020, however, two closings are scheduled this month (January) and three closings are scheduled for February 2021.
- Line 4500 - HTC Credits - No change for December 2020. At its next meeting on January 15, the Finance Committee will discuss delaying some tax credits to FY 2022 due to the timing of construction.
- Page 3, Line 6716 - Canal District - Expenses increased \$50,000 due to ongoing site work.
- Page 3, Line 6720 - Old Elm Avenue - Expenses increased due to roadway improvements.
- Page 4 - Net income is \$116, 293 which is consistent with the budget.

A motion to approve the Treasurer's Report was made by Ms. Stewart, seconded by Mr. Garvin. A roll call vote was taken, motion approved.

- B. Audit - Requests For Proposal (RFP) for five year audit services were issued to six accounting firms. Four responses were received, with three of the four firms able to meet the April 2021 time frame. Responses will be reviewed by the Finance Committee at the January 15 meeting. After a brief discussion, a motion to authorize the Finance Committee to review RFP responses and select an audit firm was made by Mr. Garvin, seconded by Mr. Slotter. A roll call vote was taken, motion carried.

V. Executive Director's Report

In response to an earlier question, Mr. Randol stated that the Board had applied for and received CARES ACT funds in fiscal year 2020. There are no plans at this time to apply for funds for fiscal year 2021, but the matter will be discussed at the January 15 Finance Committee meeting.

Mr. Randol commented as follows:

- Canal District - Closings are set for next week on five lots, adding \$500,000 in revenue. Five lots are currently under construction, three more lots will start construction in February.
- Loans from Applied Bank will provide \$500,000 for site development and \$885,000 was approved for renovation of Buildings 26 and 27. The funding of work on buildings 26 & 27 will start after the subdivision of those lots has been completed.
- Barracks Buildings - A developer has expressed interest in redeveloping all three barracks buildings for market-rate apartments. A question was presented regarding zoning and Mr. Randol noted apartments are a permitted use.
- Reeves Farm District - The Master Plan Committee will meet on January 14 to discuss interest in, and potential uses for, acreage in this area of the site.
- Lennar - Soil testing is being conducted today. Renderings have been received and will be reviewed by the DHPC at their meeting later this month.
- Officer's Row - A letter of intent has been received for one of the lots, with an anticipated closing date in the spring.

VI. Committee Reports

- A. Finance Committee - There will be a meeting on January 15, 2021 to review audit RFPs and to perform a mid-year budget review.

- B. Historic Preservation - There will be a meeting on January 27, 2021. Laura Lee, DHPC Chair, recently toured the Fort with Mr. Randol and noted how pleased she was with all of the progress in preserving historic buildings.
- C. Governance and Personnel - Conflict of Interest Policy (handout) - Ms. Stewart stated the committee met to discuss final edits to the COI policy, bringing it in line with the State's COI policy. Mr. Smith noted concerns and that he believed the policy should include ethics as well as conflicts. Mr. Walton stated that the state's Conflict of Interest policy specifically excluded ethics and that if the corporation had to enforce the policy, that there would be state guidelines and legal opinions to support the policy. A motion to accept the Conflict of Interest Policy was made by Mr. Garvin, seconded by Mr. Episcopo. A roll call vote was taken and the motion was approved with Mr. Smith voting against.

VII. Delaware City Communications - Mr. Baylor commented the community would benefit from more communication regarding a schedule for the campground and roundabout construction.

VIII. New Business - Mr. Slotter asked if there are marketing materials that could be shared with prospective investors which led to a discussion regarding various avenues of marketing commercial development on the site.

IX. Public Comment

Ms. Travalini reiterated her interest to see the creation of a memorial to the children who lived at Governor Bacon from 1948-1984. Representative Longhurst requested Ms. Travalini contact her directly by email to discuss the idea further. Mr. Randol stated that he was working with a firm out of Boston on a proposal to develop an AR (augmented reality) application and plan for an experiential venue similar to what they created at Fort Monroe.

Mr. Diliplane asked whether any space on the site would be dedicated to a museum. Mr. Randol stated the company which created the experiential space at Fort Monroe would also consider some space for the museum.

X. Adjourn - A motion to adjourn the meeting was made by Mr. Garvin and seconded by Mr. Baylor. A roll call vote was taken, motion carried.