

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

Delaware City, DE 19706
September 8, 2021
8:30 a.m.

Meeting Minutes

Board Members:

Ruth Ann Jones, David Mangler, Courtney Stewart, David Edgell, Danny Episcopo, Paul Parets, David Baylor, Eric Smith, Neal Dangelo, Shawn Garvin

Staff:

Jeff Randol, Executive Director
Peggy Thomas, Site Manager
Crystal Pini-McDaniel, Administrative Assistant
Bert Scoglietti, Treasurer
Richard Forsten, Saul Ewing
Terry Buchanan, Social Media Proxy

Members of the Public:

Tim Dilliplane, Mark Wise, Tim Konkus, Jack Gaerin

I. Call to Order

Mr. Baylor called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:33 a.m.

II. Approval of Minutes

Mr. Baylor asked if there were any questions or comments regarding the August 2021 meeting minutes. Ms. Jones noted a correction to the August board minutes to correct the State Appropriation to \$2.25 mil, not the \$2.5 mil as stated in the minutes. A motion was made to approve the minutes of the August 2021 meeting with the correction from Ms. Jones by Mr. Mangler, seconded by Mr. Dangelo. A vote was taken, motion carried.

III. Treasurers Report

- A. Financial Report for July through August 2021. Mr. Scoglietti highlighted the following line items:
- Page 1, Line 4010 State Appropriation – A request for the first distribution was made and received in August.
 - Page 1, Line 4205 Real Estate Sales, Canal District Ph1D – This includes contracts on thirteen lots; nine have settled with four to settle in September.
 - Page 1, Line 4400 Sales – This reflects what Rockwell owes for one of the single-family homes. Agreement has Rockwell paying 25% of the total sale price, but not to exceed \$120,000 on the three remaining single family homes. Balance due on lot 86 is \$20,000.
 - Page 2, Line 4500-15 HTC Credits, HTC-Building 15 – The tax credits for building 15 have been received.
 - Page 3, Line 6716.30 Roads/Utilities – The spending has increased due to the additional work in the Canal District.
 - Page 4, Line 7105 Lawn Care – Expenses are up 20k from last month due to the summer, this is not unusual or off budget.
 - Page 5, Line 7551 Video – The spending is for the video production and virtual museum with two payments made to date.
 - Page 5, Net Ordinary Income - \$662,952.10.

Questions:

Mr. Parets asked for clarification on item 4010 (State Appropriation). Mr. Scoglietti stated this is received from the state through the bond bill; the first draw was taken in August with \$1,475,000 remaining to draw from.

A motion to accept the Financial Report as presented was made by Mr. Parets, seconded by Mr. Mangler. A vote was taken, motion carried.

IV. ED Report

Mr. Randol provided the following updates:

1. Canal District:
 - a. FDRPC closed on nine of the remaining thirteen lots under agreement to Rockwell. The remaining four lots will close this month.
 - b. Top coating was completed on phase B and C.
 - c. Bio Basin #2 will be completed this month.
2. Officers Row:
 - a. Construction has begun on lot 2/3.
 - b. The closing for lot 15 will be on September 9, 2021.
3. Chapel:
 - a. Received approval from SHPO.
 - b. Received determination from the Flood Plain Administrator that Dry Proofing the building will not be required. Wet proofing will still be required.
4. New Roofs: Maintenance Shop, POW and Chapel are completed. Slate roofs on NCO buildings 42 & 43 are underway.
5. Brick repairs on 23 are almost done, this includes removal of all the AC units penetrating the building, blocking walls and rebricking.
6. We have are making application to US Naval History and Heritage Command for the use of two 3” barrels for Battery Elder.

Questions:

Mr. Smith asked if the buyer is the same for Lot 15. Mr. Randol confirmed that it is the same buyer who presented their plans to the DHPC.

V. Committee Reports

A. Finance.

- i. FY22 Budget. Mr. Scoglietti previously presented the FY22 Budget at the August Board Meeting and is asking for approval this month. Mr. Scoglietti highlighted the following revisions to the FY22 Budget which are highlighted in yellow on the revised copy handed out:
 - Page 3, Park Funding – The upcoming FY23 bond bill request to the state proposes funding for park improvements..
 - Page 4, Historic Tax Credits, Buildings 9 & 10 – The plan is to do the restoration work on these two buildings earlier than previously discussed. A portion of the work would be in the current FY and balance in FY23
 - Page 4, Historic Tax Credits, OBL Duplexes – These credits have been removed on future work projected in FY23 and FY24 due to the current condition of the buildings and the potential for demolition.
 - Page 4, Bank Loans, OBL Duplexes – These loan amounts have been removed due changes in the scope of work on the OBL Duplexes.
 - Page 4, BWD Note – This loan was removed due to the work now being done by Blue Water.
 - Page 5, Engineering, Bike Path & Amenities – The projected cost of the engineering was increased by \$50k.
 - Page 5, Canal District, Chapel – The cost estimate for the restoration has increased.

- Page 5, Canal District, Roads/Utilities/SWM – This has been collapsed into one line item instead of three.
- Page 6, Barracks District, Duplexes on OBL – The costs associated with additional buildings have been removed.
- Page 6, Barracks District, Warehouse Building 60 – The surplus operation will be moving out soon and there is stabilization and exterior work to be done.
- Page 6, Battery Row District, #9 & #10 Residence – The construction schedule has been moved up.
- Page 6, Grassdale, Road and Utility upgrades – This was removed, Blue Water is taking the responsibility for this work.
- Page 6, Polktown Rd – This was removed, Blue Water is taking the responsibility for this work.
- Page 6, Park & Recreation Amenities – Mr. Randol expanded on what is planned for the recreation area plus the forest and river front cleanup.
- Page 7, Debt Expense, OBL Duplexes-Applied Bank – This was removed in FY 23 and FY 24.

Questions:

Mr. Smith asked about the difference between the Parks & Recreation on page 6 versus page 1 where it's listed as \$500k. Mr. Scoglietti stated page 1 is the funds coming in.

Ms. Stewart asked about buildings 9 & 10 and if that is the total estimate for the restorations or just stabilizing the buildings. Mr. Scoglietti answered that the expenses are spread over two fiscal years and that the 30% tax credits would be received in FY23.

Mr. Smith asked about the overall plan for the OBL duplexes. Mr. Scoglietti stated that the next two that were scheduled appear to be too unsafe for remediation. Mr. Randol has informed SHPO that these two buildings will need to be demolished.

Ms. Jones asked for clarification on the bike path costs, which are more than the \$1.4 mil from the state. Mr. Scoglietti stated the corporation will support the difference.

Mr. Paret asked for details on the BWD note again. Mr. Scoglietti stated the budget for FY23 had anticipated borrowing against the BWD note, but that now having restructured the agreement so that BWD will be doing the road construction, the need to borrow against the note does not look like something the Corporation will need to consider.

A motion to accept the FY22 Budget as presented was made by Ms. Stewart, seconded by Mr. Episcopo. A vote was taken, motion carried.

- B. Historic Preservation. Mr. Randol stated that the site plan for Lot 15 on Officers Row was approved by the DHPC.
- C. Governance & Personnel.
- Rental Policy. Ms. Stewart is pausing the vote on this policy due to edits received. The comments will be reviewed at the next month Governance and Personnel Committee meeting. Any further comments or revisions should be sent to Mr. Randol.
 - RFP for Corp Counsel. Mr. Randol stated the request will be sent out this week with an anticipated closing date the end of September. Proposals will be reviewed in October and a recommendation to the board at the November meeting.

A motion to accept the RFP as presented was made by Mr. Mangler, seconded by Mr. Dangelo. A vote was taken, motion carried.

VI. Legal

Mr. Randol stated there is nothing to report at this time.

VII. Delaware City Comm

Mr. Baylor gave the following updates:

- A proposal was received from the corporation to take over the streets, a meeting to discuss the proposal with Mr. Randol is to be set then the council and board will be updated.
- A meeting took place with Mr. Randol and Mr. short regarding the Branch Canal, there are many questions up in the air and a discussion with the state is needed; the issues will be worked through on how the city and the fort are going to be affected.
- Yard waste pickup has been extended to include Fort DuPont residents.

Questions:

Mr. Parets asked for clarification of the fort and the city. Mr. Baylor stated he was discussing the streets, not the residents; the goal is for everyone to operate together.

Ms. Thomas asked who to talk to regarding the yard waste pickup. Mr. Baylor said questions should be directed to him.

VIII. New Business

Nothing additional to add.

IX. Public Comment

Mr. Baylor stated that there will be a time limit of three minutes and that anything discussed should be to benefit the city or the fort. No personal attacks will be tolerated and if the guidelines aren't followed the individual will be asked to refrain or leave if not following the guidelines.

Tim Dilliplane, residing at 118 Clinton Street: Mr. Dilliplane asked if the Blue Water contract has been signed yet. Mr. Baylor stated not yet but it's imminent.

Mr. Forsten gave the following updates on the Blue Water contract:

- The Blue Water contract was signed years ago, it's the 2nd amendment signing that is pending which will be signed today.
- The testing previously discussed has been completed and the results are being reviewed.
- Blue water is anxious to close, and it'll possibly be scheduled for the end of the month.
- By the October meeting the closing should be done.

Jack Gaerin, residing at 3503 Hopkins Drive in Wilmington: In April the financial statements were released by the corporation showing state appropriations, but the audits didn't provide the allocation. The state appropriations have totaled \$14mil. Last January HB85 legislation was introduced. Mr. Gaerin is asking for review of the appropriations and that the Corporation support HB85.

X. Adjourn

Mr. Baylor asked if there were any further questions or comments. Hearing none, he asked for a motion to adjourn. A motion was made by Mr. Parets, seconded by Mr. Baylor. A roll call vote was taken, motion carried.