

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

815 5th Street, Delaware City, DE 19706
May 11, 2022
8:30 a.m.

Meeting Minutes

Board Members:

David Baylor, David Mangler, David Edgell, Ruth Ann Jones, Eric Smith, Courtney Stewart, Neal Dangelo, Laura Lee, Paul Parets, Shawn Garvin, Dan Scholl via zoom

Staff:

Carolann Wicks, Executive Director
Shane Martin, Construction Manager
Margaret Thomas, Site Manager via zoom
Crystal Pini-McDaniel, Administrative Assistant
Bert Scoglietti, Treasurer
Pam Scott, Saul Ewing
Terry Buchanan, Social Media Proxy via zoom

Members of the Public:

Dale Saunders, Tim Dilliplane, Erica Lindsey, Roberta DeLeo, Raymond Gogola, Kenneth ?, Jack Guerin, Arthur Turner, Tim Konkus, Susan Rahn, Bill Rhodunda?, Brandon H.?, Tim Slavin, Chris Castagno via zoom, WDEL via zoom

I. Call to Order

Mr. Baylor called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:34 a.m.

II. Approval of April 13th & April 21st Minutes

A motion was made to approve the minutes of the April 13 and April 21, 2022 meetings by Mr. Dangelo, seconded by Mr. Mangler. A roll call vote was taken, motion carried.

III. Treasurers Report

- A. Financial Report. Mr. Scoglietti stated the report does not reflect changes to the budget from the last meeting and highlighted the following line items:
- Page 1, Line 4200 Real Estate Sales – No change.
 - Page 2, Line 6500 Professional Fees – Increased about \$40,000.
 - Page 2, Line 6505-05 Bike Path – Increased about \$3,000.
 - Page 2, Line 6505-09 Round-a-bout – Increased about \$10,000.
 - Page 2, Line 6505-13 Section 6F/106 – Increased about \$13,000.
 - Page 3, Line 6734 Building23-Band Barracks – Increased about \$135,000 due to activity to prepare for the DNREC move in.
 - Page 4, Line 6700 Improvements-Other – Increased about \$150,000.
 - Page 5, Line 7100 Common Area Maintenance – Increased about \$22,000 due to general maintenance with shifting into spring, mostly in lawn care.
 - Net income of \$1,933,953.13.

Questions / Comments:

There was a question asked at the last board meeting regarding the DNREC lease and if there are any plans to revisit it once there is a significant amount of funds being lost. All leases are being revisited but part of the agreement was to give DNREC space when moving them from Grassdale.

A motion was made to approve the financial report by Mr. Edgell, seconded by Mr. Parets. A roll call vote was taken, motion carried.

IV. Legal*

- A. Bid for 13 Townhomes on Old Elm Ave. with Bale Development Co., Inc. Mr. Baylor stated that absent legal advice in Executive Session, the process should be shared with the public; any kind of proposals should be vetted by the Delaware City Community before initiating a formal process.

Questions / Comments:

Has the public had the opportunity to review the townhome plans? It's unclear but it's not believed so.

A request was made for the master plan board to be brought to the board meetings.

Executive Session

- B. Randol Eviction Proceedings. Ms. Scott stated the paperwork was filed to start the process on May 3, 2022 and they're awaiting court scheduling. Mr. Baylor stated there will be no further discussion at this time, it's a legal matter.

V. Executive Director Report

Ms. Wicks gave the following updates:

Entrance Design Alternatives:

- 3 Alternatives for public review
- Public workshop – tentatively scheduled for 5/25 at Fire Hall 5:00 – 7:00pm
- Briefing legislators – coordinating a meeting – maybe difficult to schedule
- Roundabout emergency access – mtg with fire department and police held to review ways to maintain traffic during construction. Looks feasible
- MOU between DelDOT and Army Corps – in process; no disagreement on transfer to DelDOT of area of Rte. 9 needed for the entrance construction

Grassdale:

- Relocation to Bldg #23 is completed
- Punchlist of items ongoing but nothing major

Marina Village:

- Special Use Permit application process has been clarified by DE City
- Working on documentation to submit to City Council in advance of requesting time on the June 20th agenda

Promenade:

- Scour hole has been stabilized; will field review this area and overall promenade regularly
- Additional drainage measures for several backyards in this area are being coordinate with DNREC's Sediment and Stormwater group. Goal is to reduce overflow into canal coming from the backyards. Communication with property owners will be made prior to installation
- Newsletter will be going out soon and will include an update

VI. Committee Reports

- A. Finance Committee.

- i) Budget Revision.

Mr. Scoglietti there is nothing to report, and the next meeting will be held in July 2022.

- B. Historic Preservation.

Ms. Lee gave the following updates from the May 9, 2022 meeting:

Concerns raised by attendees:

- Materials being used, how make sure guidelines followed

- Finished height elevation of buildings, not clear on plans
- Where being sited
- Site plan not seen per residents

Other questions not within the scope of the committee:

- Anticipated price point
- Plans 2017
- 2012 code, is that updated?
- Parcel accommodate de city ordinances

Reminded height is to keep w/ historic landscape

No vote taken

Meetings continue to be held on the 4th Wednesday of each month at 4:00 PM.

C. Governance & Personnel*.

Ms. Stewart stated the committee is looking for authority to do an RFP to obtain a professional property management firm to manage the residential and commercial leases. Mr. D Dangelo would like to move forward, especially on the commercial side of things to get systems in place that a specialty third part can bring. The RFP has been drafted and Mr. Dangelo' company will not be considered. Mr. Parets stated the board was not put in place to handle resident issues.

Questions / Comments:

Mr. Garvin stated the expectations should be very clear so there is no confusion.

Mr. Baylor stated that this takes it out of the hands of the Executive Director and a company will provide reports to the board.

Mr. Smith asked regarding the role in the lease agreements. It's a possibility, the services will be selected individually.

D. Master Planning Committee.

Ms. Wicks stated there is no chairperson at this time.

i) Updated Master Plan.

Ms. Wicks stated that the most recent Master Plan is dated March 2022.

Questions / Comments:

Mr. Baylor stated that Mr. Slavin will need to choose a new chairperson and committee with residents now living on site and DNREC being on the site as well.

Mr. Smith stated that some residents have concerns about changes to the mater plan and there's a strong desire to see an updated master plan that is available to the public. The board should weigh in on changes and approvals.

Ms. Wicks stated that the version on the website is out of date and asked if the board is comfortable leaving it as so until the end of the calendar year. Mr. Dangelo stated the master plan is organic and that can be stated on the website.

Mr. Edgell asked how the March 2022 plan compares to the version on the website and the most current version should be put on the website.

Mr. Baylor suggested putting the March 2022 version on the website with an asterisk that it is to be reviewed at the June meeting and updated by the end of 2022.

Mr. Garvin suggested the plan show what is conceptual and what has been completed on the master plan going forward. Ms. Wicks asked if it should be color coded to show the difference. Yes.

Mr. Smith suggested adding building numbers to the master plan.

VII. **Delaware City Communications**

Mr. Baylor gave the following update: There was a meeting held with the first and police chiefs as well as DelDot regarding the entrance.

VIII. New Business

A. Letter RE: 1303 Officers Row.

Mr. Baylor read a letter from resident, Mary Bricker-Jenkins. This suggestion will be reviewed with the property management company.

Questions / Comments:

Ms. Lee stated that when the building was rehabilitated that the property was shown to be suitable for a B&B should the tenant move out.

Mr. Parets stated it'd be premature to decide with a potential property management company being hired a new Executive Director starting.

B. Summary of Leases Review.

Mr. Baylor stated this will be tabled for the new Executive Director.

C. Resolution: Retain Property Management Contract.

Ms. Scott stated this authorizes the personnel committee to solicit a property management company and make recommendations to the board.

Mr. Baylor read the resolution.

A motion was made to authorize the Governance and Personnel Committee to solicit proposals from property management companies by Mr. Parets, seconded by Mr. Garvin. A roll call vote was taken, motion carried.

Questions / Comments:

Ms. Wicks stated that a lot of pieces can fall under property management and that close coordination with the Executive Director should be considered. Mr. Dangelo stated the RFP will gather information. Mr. Baylor stated that it's just a resolution to take the next step.

D. Resolution: Applied Bank Signatories.

Ms. Scott stated the corporation has a loan for restoration of buildings 26 & 27 and are permitted to make draws under the loan as needed; the purpose of the resolution is to establish signatories to make draws with the transition personnel.

Questions / Comments:

Mr. Garvin asked if there are any other items that need to be addressed with the interim period. Ms. Scott, Ms. Wicks, and Ms. Pini-McDaniel stated that at this time there are no other items to address but they're being addressed as they come to light.

A motion was made to accept the resolution for Applied Bank Signatories by Mr. Dangelo, seconded by Ms. Stewart. A roll call vote was taken, motion carried.

E. Discussion and Possible Vote to Transfer 15.02 Acres to Delaware National Guard.

Mr. Baylor stated this is merely a formality as the Delaware National Guard owns the property; this should have been done at the time of the land transfer to FDRPC.

Ms. Scott stated the condition of the property transfer to FDRPC included that this area of land be conveyed to the Delaware National Guard; this is taking the step that was already agreed upon.

Ms. Wicks stated there is a Delmarva utility connection for the DNG building that's tied to the FDRPC site invoice; once the agreement is formalized DNG should request Delmarva to separate their electric.

Mr. Dangelo asked what the effect on the 6F requirements for the site will be. There's no clear answer and the FDRPC and the board need to make sure those requirements have been met. Mr. Dangelo asked if it'll be adjusted with the Marina District plan. Mr. Slavin stated the issue is being worked on and there is a draft in place with the exact acres to be determined.

Mr. Parets asked who owns the acres. Currently it's owned by the state, it was never intended to be transferred to FDRPC.

Ms. Scott stated this is merely a matter of cleaning up, this should have been taken care of.

Mr. Edgell stated that National Guard lands are state lands, this is not unusual to run into this situation.

Ms. Scott stated that the transfer is from the state to the National Guard.

Mr. Smith asked if once it's transferred, can they sell it if they vacate. No, it's owned by the state and there would have to be legislative action to sell the land which is an extensive process. Mr. Smith asked if it could be written in the contract. No, we don't have the authority.

A motion was made to accept the resolution and transfer the 15.02 acres to the Delaware National Guard by Mr. Parets, seconded by Ms. Lee. A roll call vote was taken, motion carried.

IX. Public Comment

Mr. Baylor read a statement in reply to Jack Guerin's letter regarding Blue Water and the sale of Grassdale and apologized for the delay in reply. This is the official reply and last statement from the board in this matter; moving on we will continue to do what is best for Delaware City and surrounding communities. Ms. Lee stated that the original goal was not just economic development but historic preservation as well; the statement will be revised.

Raymond Gogola residing at 805 Crawford Lane: A parcel search of the proposed townhomes showed they're going to be 80 ft deep, buildings as proposed bldg. is 46 ft, 2 end units 46-19 with porch. According to codes there has to be 23 ft front / 25 rear. Boner road "ally" doesn't allow proper space for turning. Columns of porch will further inhibit. Opinion that shouldn't be built, zoning and code outdated. Plans are 2017 with 2012 code. Suggest leave as a park.

Jack Guerin with fightdecommission.com residing at 4503 Hopkins Dr.: Jeff Randol was forced to resign because he was found to be financially compromised. From 2013 to 2022 he operated with a back of envelope style. No contract w/ cutting edge. Review contracts with vendors. Absence of contracts means no chance for bids. No appraisal of Grassdale. Audits avoided for 6 yrs FY 2016-2020. When audits posted ref to report re: internal audits. Board should do an independent audit.

Mike Graci residing at 530 Cooke St.: A forum is needed for residents of Fort DuPont. Needs include streetlights, paving, storm water management, debris to be cleaned up more regularly, etc. as well as more updates; Feb. 2022 was the last update.

Dan Saunders residing at 207 Jefferson St.: Recommend the BOD consider dotting I's and t's on development already started; canal district, branch canal, promenade so people there can enjoy properties in better matter.

Dan Scholl: Resigning, today is his last board meeting; he thanked the board and staff.

X. Executive Session

A motion to go into Executive Session was made by Mr. Mangler, seconded by Mr. Dangelo. A roll call vote was taken, motion carried.

Executive Session

A motion to come out of Executive Session was made by Ms. Stewart, seconded by Mr. Edgell. A roll call vote was taken, motion carried.

Mr. Baylor stated there are no formal motions from Executive Session. The direction of the board is that the DHPC committee continue work with the developer regarding the townhouse project proposal and that once the questions are answered it can come back to the board.

XI. Adjourn

A motion was made by Mr. Parets, seconded by Mr. Garvin.