

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**EXECUTIVE COMMITTEE MEETING**

The FDRPC Executive Committee meeting was held August 28, 2023 via Zoom with the anchor location at the FDRPC office at 260 Old Elm Avenue, Delaware City, Delaware with Chair John McMahon presiding.

**COMMITTEE MEMBERS PRESENT**

Ms. Ruth Ann Miller (Controller General of the State of Delaware)  
Dr. Courtney Stewart (Office of Management and Budget)  
Ms. Wendy Rogers (Resident of Fort DuPont).

**COMMITTEE MEMBERS ABSENT**

Mr. Bert Scoglietti (FDRPC Treasurer)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, FDRPC Deputy Director/Controller

**OTHERS PRESENT**

Quinn Kirkpatrick

**CALL TO ORDER**

Chair McMahon called the FDRPC Executive Committee meeting to order at 9:32 a.m.

**APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF JULY 31, 2023**

**Dr. Stewart moved for approval of the July 31, 2023 FDRPC Executive Committee meeting minutes. The motion was seconded by Ms. Rogers and unanimously carried.**

**STATUS ON KEY PROJECTS**

Mr. Tim Slavin, Executive Director of the FDRPC, provided updates on the following key projects:

**Old Elm Avenue Dip/Roundabout**

Staff is expecting to receive the project schedule from A-Del Construction in the next day or so. This project will correct the elevation difference between Old Elm Avenue and the entranceway that causes a dip when exiting or entering the campus. It appears that they will be mobilizing on or about September 15, 2023 and the project is anticipated to take approximately 30 days to finish. Once they have definite dates, the residents will be notified through social media, email, and hand delivery. A-Del has also been asked to improve their signage for this project. The cost of this project is \$299,000.

Responding to Ms. Rogers, Mr. Slavin advised that he hopes that construction will be completed before the Autism Walk and Delaware City Day.

### Old Battery Lane Duplex

The project to replace the roof on the older Old Battery Lane duplex mobilized the previous week and crews are currently onsite. This work will stabilize deterioration at a cost of approximately \$20,000.

### Theater, Chapel, and Bakery

Environmental testing of the theater, the chapel, and the bakery has been done to identify any hazards that may have been left behind. A small amount of asbestos, primarily in floor tiles, was found and those sites will be remediated, cleaned out, and broom swept for presentation. The testing for all three sites was about \$15,000.

### FEMA Grant

They received notice from DEMA that the Federal Emergency Management Agency (FEMA) has approved their grant proposal for the Canal Bank Revetment Project. The estimate is more than a year old and market conditions have fluctuated so hopefully FEMA allows for those changes. This project will finish the Canal District. FEMA has not formally announced the grant award.

### Strategic Planning

The working draft of the Strategic Plan will be presented to the FDRPC Board at the September 13, 2023 meeting for discussion. The Delaware Alliance for Nonprofit Advancement (DANA) will then present the Plan to the public on the evening of September 19, 2023. An update on some of the capital projects will also be presented so people have a better understanding of the status of projects. If there is any feedback or anything that they have missed or need to add, it will be revised and brought back for Board consideration and adoption at the October FDRPC Board meeting.

### Employee Handbook

The draft employee handbook was received from the consulting firm and will be presented for consideration at the October FDRPC Board meeting.

### Open Space/Unbuildable Lots Owned by FDRPC

A homeowner recently asked for consideration to purchase some of the open space that abutted their lands. Rather than disposing of the open space/unbuildable lots, it was decided to consider placing all of those spaces in permanent conservation. Staff is in the process of gathering those parcel numbers and will bring a recommendation forward.

## **EXECUTIVE SESSION - PRELIMINARY DISCUSSIONS - SALES OR LEASES OF REAL PROPERTY**

**Dr. Stewart moved to recess into executive session, seconded by Ms. Miller and unanimously carried.**

Meeting recessed at 9:42 a.m.

### **RECONVENE**

**Dr. Stewart moved to reconvene the FDRPC Executive Committee meeting, seconded by Ms. Miller and unanimously carried.**

Meeting reconvened at 9:50 a.m.

**ACTIONS TO BE VOTED UPON FROM THE EXECUTIVE SESSION**

There was no action to be taken as a result of the executive session.

**ADJOURNMENT**

**Dr. Stewart moved for adjournment, seconded by Ms. Miller and unanimously carried.**

**Meeting adjourned at 9:50 a.m.**

APPROVED: September 25, 2023