



Fort DuPont Redevelopment and Preservation Corporation  
Board of Directors Meeting

April 12, 2023

8:30 a.m.

Delaware City Fire Hall

815 5th Street

Delaware City DE 19706

**AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Minutes
  - a. Executive Committee Meeting of February 27, 2023
  - b. Fort DuPont Redevelopment and Preservation Corporation Board Meeting of March 8, 2023
4. Treasurer's Report
5. Executive Director's Report
6. New Business
  - a. Resolution granting signing and authority to certain persons
7. Delaware City updates
8. Public comment
9. Executive Session (if necessary)

10. Actions to be voted upon from Executive Session (if applicable)

11. Next meeting date: May 10, 2023 8:30 a.m.

12. Adjourn

*Please note: Pursuant to 29 Del. C. 10004(e)(2), this Agenda may be changed to include additional items including executive sessions or to delete items that arise at the time of the meeting.*

*Potential executive session pursuant to 29 Del. C. 10004(b)(9) ("Personnel matters in which the names, competency and abilities of individuals employees...are discussed.")*

*Potential executive session pursuant to 29 Del. C. 10004(b)(2) ("discussions regarding sales or leases of real property) and 29 Del C. 10004 (b)(6) (discussion of the content of documents, excluded from the definition of "public record," where such discussion may disclose the contents of such documents).*

*Potential executive session pursuant to 29 Del. C. 1004 (b)(4) ("Strategy sessions, including those involving legal advice or opinion from an attorney-at-law...") and 29 Del. C. 10004(b)(6) (discussion of the contents of documents, excluded from the definition of "public record," where such discussion may disclose the contents of such documents).*

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

The Fort Dupont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held via Zoom with the anchor location at the FDRPC office at 260 Old Elm Avenue, Delaware City, Delaware on February 27, 2023 with Chair John McMahon presiding. Committee members present were Ms. Ruth Ann Jones (Controller General of the State of Delaware), Dr. Courtney Stewart (Office of Management and Budget), Mr. David Baylor (Delaware City Manager), and Ms. Wendy Rogers (Resident of Fort DuPont).

Staff members present were Mr. Tim Slavin – Executive Director and Mr. Bert Scoglietti – Treasurer.

**CALL TO ORDER**

Chair McMahon called the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting to order at 9:32 a.m.

**FINANCIAL REPORTS**

Mr. Bert Scoglietti, FDRPC Treasurer, reminded members that the financial reports would be presented with a 1-month lag going forward in order to make them available to board members for review prior to the meetings. He noted that the next report would not include the most recent expenditure for the roundabout, which is a February expenditure. Mr. Scoglietti stated that the report will show the drawdown of the full state appropriations, including 2022 and 2023, for the roundabout.

Mr. Scoglietti advised that they were working on a proposal for Applied Bank to refinance the debt on Officer's Row and the duplexes. He stated that he expects the proposal to be complete before June 30, 2023.

**STATUS ON KEY PROJECTS**

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

**Roundabout**

- The project is ahead of schedule and they are now waiting for the asphalt plant to open. The plan is to do the topcoat the following week and then install guardrails, lights and signage.
- The first payment of \$635,000 has been made for the roundabout and there are two payments remaining. Mr. Slavin noted that A-Del held the bid for the original design. He advised that there was a slight markup on some materials and there was a significant design change order for the temporary entrance.
- They have asked A-Del for pricing on another project scope change to correct the elevation difference between Old Elm Avenue and the entranceway that causes a dip when you are exiting or entering the campus. Mr. Slavin advised that this project was originally scheduled to be a part of the Old Elm finish coat after Marina Village, however, addressing it now would avoid approximately \$100,000 in mobilization costs.

Mr. David Baylor, Delaware City Manager, stated that the roundabout looks nice; however, he wished it was designed better. It has a wide center and coming down from the Reedy Point bridge there is an “s” that could result in people losing their tires. Mr. Baylor noted that both the fire and police are concerned about it and signage will be a key component to making people aware of the “s”. Mr. Slavin advised that the “s” was designed as a calming device and they are checking with the designer to ensure that it was built as designed. Mr. Baylor noted that, concerns aside, the roundabout is a beautiful added amenity.

### Marina Village

- Delaware City Council deferred action in January and they have opened the dialogue regarding their concerns. A member of city council and the city engineer provided a list of 30 open issues. Mr. Slavin advised that he would be asking City Council to defer consideration until March so that they can resolve the list of issues and allow Council time to fully understand the document. He noted that some items are informational, some require resolution for the special use permit, and some require resolution for the plan of record. Mr. Slavin stated that this is the first time Delaware City is going through the special use permit process, which they created for FDRPC, and they are learning together.

### Public Events

- A community update was held to provide status reports on the FDRPC projects. Approximately 40 people attended and the meeting lasted roughly 90 minutes with an additional 30 minutes spent answering questions after the meeting.
- A workshop meeting was held with Hitchcock Design Group on the parks and amenities conceptual plan. Mr. Slavin reminded members that Hitchcock Design was previously contracted with to begin to identify possible alternatives for public spaces on the Fort DuPont campus. A conceptual study was developed to show possible recreational functions; however, there was no input from the community. The workshop and discussions were very productive and a follow-up meeting was held with a work group to distill the public comments. Mr. McMahan and Ms. Rogers noted how well received the workshop was and how excited the participants were about the project.

### Permitting

- Mr. Slavin advised that they were tracking permitting issues with the Old Battery Lane project. He noted that they had 2 duplexes with 4 rental units that will produce \$10,000 per month in income. Mr. Slavin stated that they are behind with the stormwater and sediment permitting with DNREC. He noted that the process was initiated in January 2022 and he has reached out to Mr. Dave Small at Verdantas and they may consider contracting resources with the Verdantas permitting division to serve as a navigator or ombudsman to push them through the process, which is lengthy and detailed. Responding to Mr. Scoglietti, Mr. Slavin advised that the duplexes are done with the exception of water, sewer, and porches.

### Requests for Proposals (RFP)

- Lawn Services – the RFP should be available Friday, March 3, 2023. There is a requirement that the contractor be located within a certain distance of Fort DuPont and the contract can be awarded to more than one bidder.
- Insurance – a meeting is scheduled with the insurance agency to review all of their insurances. The current annual premium for all insurance is approximately \$95,000 per year and there may be room for some savings.
- Legal Services – can be a single award or multiple based on the types of issues.

### MARCH 8, 2023 AGENDA ITEMS

- Strategic Planning Presentation – Delaware Alliance for Nonprofit Advancement (DANA)  
Mr. Slavin advised that there would be a brief introduction and presentation by Ms. Sheila Bravo of the Delaware Alliance for Nonprofit Advancement (DANA) on the strategic planning process. He noted that a small strategic planning committee will help govern the process. Mr. Slavin stated that the proposal includes one-on-one interviews with board members and community members, focus group interviews, a town hall meeting, and a survey.
- Canal Ownership  
Mr. Slavin reviewed the history of the canal ownership issue and advised that a decision would probably need to be made in the next 90 days.

### BOND BILL HEARING

Mr. Slavin advised that the FDRPC bond bill hearing is scheduled for March 23, 2023 and he and Chair McMahon are planning to attend. He noted that some community members who have expressed interest in lending their support may also attend.

### EARTH DAY CLEANUP/TREE PLANTING

On Friday, April 21, 2023, the Department of Natural Resources and Environmental Control (DNREC) will be holding a cleanup event at Fort DuPont for Earth Day. FDRPC will follow the next day, April 22, 2023, with a volunteer community event to plant trees around the chapel and garden beds of native, sustainable plants. The event will likely be followed by lunch.

### HUMAN RESOURCES/PERSONNEL

#### Deputy Director/Controller

Mr. Slavin advised that he, Ms. Wendy Rogers, and Mr. David Baylor served as the first-round panel for the Deputy Director/Controller position. There were 16 applicants and nine applicants were invited for a first-round interview, of which six accepted. He stated that two well qualified applicants will be invited to a second-round interview.

Benefit Review

Mr. Slavin advised that FDRPC employees are eligible for some but not all state benefits and he is exploring additional benefits for them, such as life insurance, vision, and long-term disability. Mr. Scoglietti noted that the holidays listed in the employee handbook do not include all of the state holidays. Mr. Slavin advised that Excelsior Consulting was currently reviewing the handbook to bring everything up to best practice.

ADJOURNMENT

**By unanimous consent, the meeting was adjourned at 10:03 a.m.**

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

The Fort Dupont Redevelopment and Preservation Corporation Board of Directors meeting was held on March 8, 2023 at the Delaware City Fire Hall, 815 5th Street, Delaware City, with Chair John McMahon presiding. Board members present were Secretary Shawn Garvin (Department of Natural Resources and Environmental Control (DNREC), Ms. Ruth Ann Jones (Controller General of the State of Delaware), Dr. Courtney Stewart (Office of Management and Budget), Mr. David Edgell (Office of State Planning Coordination), Mr. Kurt Foreman (Delaware Prosperity Partnership), Mr. Rony Baltazar-Lopez (Department of State), Mr. David Baylor (Delaware City Manager), Mr. Kevin Whitaker (Resident of Delaware City), Mr. Michael Graci (Resident of Fort DuPont), Mr. Doug Eriksen (Resident of Delaware City), and Ms. Wendy Rogers (Resident of Fort DuPont). Senator Spiros Mantzavinos and Representative Sean Matthews were absent.

Staff members present were Mr. Tim Slavin – Executive Director, Mr. Bert Scoglietti – Treasurer, and Mr. Richard Forsten – Legal Counsel of Saul Ewing Arnstein and Lehr LLP.

**CALL TO ORDER**

Chair McMahon called the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Board of Directors meeting to order at 8:31 a.m.

**APPROVAL OF MINUTES**

**Fort DuPont Redevelopment and Preservation Corporation Board of Directors Special Meeting of February 1, 2023**

**Dr. Stewart moved for approval of the minutes of the Fort DuPont Redevelopment and Preservation Corporation Board of Directors Special meeting of February 1, 2023. The motion was seconded by Mr. Forman and unanimously carried.**

**Fort DuPont Redevelopment and Preservation Corporation Board of Directors Regular Meeting of February 8, 2023**

**Dr. Stewart moved for approval of the minutes of the Fort DuPont Redevelopment and Preservation Corporation Board of Directors Regular meeting of February 8, 2023. The motion was seconded by Mr. Forman and unanimously carried.**

**TREASURER’S REPORT**

**Financial Report**

Mr. Bert Scoglietti, Treasurer, reminded members that the financial reports were being presented with a one-month delay to allow time to have them completed and available to board members for review prior to the meetings. Referring to the Fort DuPont Redevelopment and Preservation Corporation Budget vs. Actuals: FY2022-2023 - FY23 P&L for July 2022 - January 2023, Mr. Scoglietti noted the following:

- 4010 State Appropriation – shows the drawdown of \$2.25M of the FY 2023 appropriation, as well as \$325,000 of the FY 2022 appropriation. All of the funds that the state was holding for the operations of the corporation have been drawdown.
- 4100 Rental Income – this line item is up from the previous month by \$20,000.
- 4800 Bank Loans - Budgeted Proceeds - \$124,000 was drawdown from Applied Bank, their lender for the construction of the duplexes. A corresponding expense is shown later in the report.
- 6500 Professional Fees – this line item is up in total about \$40,000 over the month for the bike path and engineering work.
- 6721 Roundabout – this line item shows the largest invoice received and paid for from A-Del Construction, an increase of \$652,000. Next month will show corresponding income due to the drawdown of additional state funds from the flexibility given to them in the mini bond bill.
- 6738 Duplexes on OBL – \$528,224.47 has been expended so far, an increase of approximately \$120,000 from the previous month.
- 7000 Operating Expenses – this line item continues to run well behind budget.
- 7100 Common Area Maintenance (CAM) – this line item is up \$18,000 and is still under budget, due in part to there being no snow removal.
- 7700 Payroll Expenditures – this line item is tracking within budget.

**Dr. Stewart moved for acceptance of the Treasurer’s Report, seconded by Mr. Baylor and unanimously carried.**

### **EXECUTIVE DIRECTOR’S REPORT**

Mr. Tim Slavin, Executive Director, reviewed the Executive Director’s Monthly Report For the period February 1 to February 28, 2023 and noted the following project updates:

- Entranceway.
  - A safety inspection is scheduled with Delaware City and DeIDOT on March 16th and they are assuming they will pass that inspection.

Mr. Dave Baylor, Delaware City Manager, added that the meeting on the 16th was with DeIDOT, A-Del Construction, and representatives of the fire company and emergency services. The intent is to do a walk through and then to have one of the large pieces of equipment go through to test the navigation. He noted that they met with DeIDOT about signage and some of the obstacles with the U.S. Army Corps of Engineers (USACE). DeIDOT will work with Delaware City regarding signage location on their roadways and then, hopefully, they can get some assistance from the USACE to put some signage on the bridge and at their access points.



Mr. Baylor stated that Delaware City is very pleased with how the project is turning out and they are looking forward to it opening. He also noted that there will be some growing pains and part of the challenge is that as soon the roundabout opens, the St. Georges bridge closes, so the volume of traffic coming through is going to increase. Mr. Slavin advised that, once the roundabout is complete, it will become a DelDOT asset.

- The roundabout will open with temporary lighting because of supply chain issues. The temporary lighting will be a little brighter than the permanent lighting.
  - They are in the public relations mode of trying to impart knowledge to people about how it works and the fact that it has been designed to handle the largest piece of equipment in Delaware City, which is the fire company's ladder truck, and that it meets all the federal standards. They are asking people to change their driving behavior, which causes that kind of concern.
  - An estimate has been requested from A-Del Construction to address the dip in elevation between Old Elm Avenue and the roundabout. This was originally scheduled to be addressed with the repaving of Old Elm Avenue; however, addressing the dip now would save some money in mobilization costs. The caveat is that if the work is done now, half of the completed roundabout will be closed to the residents of Fort DuPont, who will have to use Polk Town Road while that work is being done. The work is expected to last approximately three to four weeks.
- Canal Bank Revetment Project - The grant proposal was prepared by Verdantas and submitted on their behalf to the Federal Emergency Management Agency (FEMA) for the revetment of their side of the canal bank. FEMA had additional questions that have now been answered and their decision window is May 1, 2023. This is a reimbursable grant of up to 90% of the estimated cost of \$896,000 to do the project.
  - OMB Food Storage Warehouse – This facility is being replaced by a new facility that the State is building and ownership of this building will revert back to FDRPC. They are considering the options for potential reuse.
  - Real Estate for Sale by FDRPC – Mr. Slavin introduced Ms. Grace Mudrick, Residential Property Manager, Emory Hill Real Estate Services, Inc. He advised that she is taking care of all of their residential properties, as well as their listings - 1303 Officer's Row and their prepared and ready to go lots that are listed for sale. Mr. Slavin noted that they have been a little bit wounded by the News Journal article and interest in 1303 Officer's Row has tapered off but they will rebound from that. He stated that they have some strategies to counter some of that messaging and hopefully focus on some positive things that are happening.

**Mr. Baylor moved for acceptance of the Executive Director's Report, seconded by Secretary Garvin and unanimously carried.**

## **DELAWARE ALLIANCE FOR NON-PROFIT ADVANCEMENT (DANA) – INTRODUCTION TO THE STRATEGIC PLANNING PROCESS**

Mr. Tim Slavin, Executive Director, advised that they were under contract with Delaware Alliance for Non-profit Advancement (DANA) to facilitate their strategic planning process. He noted that it will be a plan for the board of directors to create its mission, vision, values, objectives, and strategies that will drive the board's work. Mr. Slavin introduced Ms. Sheila Bravo, President and Chief Executive Officer, and Mr. Earl Sissell, Vice President of Consulting, who will serve as their primary contact.

Ms. Bravo explained that strategic planning for non-profits includes the benefits and outcomes that they hope to see over the next several years and it begins with understanding what transformative impact they want to have with the community. She noted that it is important to have community input to really understand what their hopes and dreams are and how your organization can help make this community better.

Ms. Bravo reviewed the Strategic Plan Process for FDRPC (Exhibit 1) and stated that the process starts with inquiry, including interviews, focus groups, a town hall, and an online survey. She advised that the interviews can help to inform the focus groups, the focus groups help to inform the town hall and the town hall conversations help to inform the survey. A committee of the board is being formed to work with DANA on identifying what some of the key outcomes are for the plan and then, ultimately, the strategies to achieve those outcomes. Ms. Bravo noted that the end result will be a plan document, as well as a presentation to the board of directors.

## **STAFF BRIEFING ON BRANCH CANAL OWNERSHIP**

In 2018, the Water Resources Development Act (WRDA) was approved by Congress and signed into law by then President Trump which allowed the U.S. Army Corp of Engineers (USACE) to transfer the 5<sup>th</sup> Street Bridge to DelDOT and the Branch Canal to the Fort DuPont Redevelopment and Preservation Corporation. The transfer of the Branch Canal requires the approval of the Governor of Delaware.

Mr. Tim Slavin, Executive Director, stated that he was not yet at a level of confidence with the results of his research of the ownership issue. He noted that he tried to source everything to documents that they currently have to construct the timeline of how the transfer of ownership was considered.

Mr. Slavin advised that the Branch Canal is really three parcels. Parcel #1 runs from the Delaware River to the 5th Street Bridge, Parcel #2 is the 5th Street Bridge, and Parcel #3 is everything from the 5<sup>th</sup> Street bridge to the C&D canal. He noted that the transfer of parcel #1 is what is being considered.

Mr. Slavin noted that they will eventually need to make a decision related to the ownership of the Branch Canal. It is a binary decision as to whether or not they want to proceed with ownership, however, it is multilayered after that with certain options and there are a lot of unanswered questions at this point.

Mr. Slavin advised that the entirety of the land that was proposed for a marina and commercial district is owned by the U.S. Army Corp of Engineers, not Fort DuPont Corporation, so when all of those plans were being made, the underlying ownership was not with Fort DuPont. He stated that, not only is it owned by the USACE, it is used by them as their spoil site and displacement of that activity is going to be the first concern of the Corp and there are limited opportunities for spoil sites.

Referring to the Branch Canal Handout (Exhibit 2), Mr. Slavin noted the following:

- Section 1307 of the WRDA states that the Secretary of the USACE will transfer no later than 180 days after the date of enactment of the act parcel #1 to the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) and parcel #2 to DelDOT. It is unclear if the transfer is still valid, given the expiration of the 180 days.
- The transfer requires the approval of the Governor of Delaware.
- Any administrative costs for the transfer shall be paid for by FDRPC, the State of Delaware, or a combination of both.
- In consideration for the value of the land, an amount that is not less than the fair market value must be paid to the Secretary of the USACE. The initial estimated value for parcel #1 was set at \$505,000 according to an email from three or four years prior. This was not a formal appraisal.
- The timeline provided in the presentation, as well as the documents referred to in the timeline, will be placed on the FDRPC website to create a digital library and ensure transparency about this issue. One or two of the reports have location information related to cultural resources that will need to be redacted. Delaware Code has a provision about redacting the coordinates of potential archaeological sites to avoid looting.
- According to a document prepared by Jeff Randol in 2019, the transfer of the Branch Canal ownership dates back to 2015. A marina feasibility study was done in 2015 by Daniel S. Natchez and Associates. There were geotechnical reports, water quality assessment reports, cultural resources Phase 1A and Phase 1B studies were conducted, and then the language in the Act was added to the Water Resources Development Act and passed in October of 2018.
- The first mention found of the Water Resources Development Act and the transfer of ownership appeared in the FDRPC board minutes for December 12, 2018. It then proceeded for the next four months as a discussion point for the board. Evidence of any votes taken by the board has not been found.
- Information is being gathered to help inform a decision. The first part was to cull the resources that they knew they had, the published documents and the documentation to prove the timeline. The next step will be to present what looks to be some of the options available. At this time, they may not have all the information necessary to inform the decision.

Mr. Dave Baylor, Delaware City Manager, stated that if his memory served him correctly, the former executive director said that he had commissioned evaluation of this canal and it was \$500,000. He noted that they never saw the written document or report to support his statement.

Mr. Baylor reiterated that Delaware City has a lot of concern about how the transfer of ownership came about and what impact it will have on the city going forward. He thought it was time send a letter to the governor or to have meetings to see where the governor's office, the Secretary of the Department of Natural Resources and Environmental Control (DNREC), USACE, and the congressional delegation

stand on the issue of transfer of ownership. Mr. Baylor noted that the law said the transfer was supposed to take place in 180 days and they are significantly beyond that. He advised that his stewardship over Delaware City was to make sure this is not dumped on the city at the end. Mr. Baylor said that there are businesses in the city that will be impacted by this decision, they have their own boat ramp that is successful to visitors in town and that they were concerned about the significant impact and ramifications.

Secretary Shawn Garvin, Department of Natural Resources and Environmental Control (DNREC), confirmed that there was a meeting with the USACE prior to the pandemic and they did not express that any of this was going to happen all that quickly just because of the way their process works. He stated that he did not know that there was a need for a letter to the governor, but they needed to engage the Corp and have further conversations both on where the transfer is in the process and what the board is considering for the future of that land. Secretary Garvin reminded members that it was considered for a marina and that has also fallen off.

Secretary Garvin noted that he thought they needed to decide what they were asking for and how they were going to address the dredge disposal issue related to the work they are doing on the Branch Canal, the dock, and other projects. He advised that DNREC is losing places to dispose of dredge material and that the Corp is struggling with that issue as well. Secretary Garvin advised that if the idea of a marina was still being considered, they would need to address where those materials will go, in addition to the maintenance of the marina. He noted that he could reach out to USACE to reengage the conversation.

Mr. Baylor advised that he suggested a letter to the governor because they are the ultimate decision maker in this matter. He stated that, as the Delaware City representative, he was concerned that if they did not start putting things in writing, then they would be having the same discussion in six months or a year and the governor is leaving in two years. Noting the other entities involved, Mr. Baylor stated that it was time to get the stakeholders at a table and start making some decisions.

Mr. Baylor noted that Secretary Garvin and the State helped them dredge the canal recently to allow visitors to Delaware City, but he questioned where that leaves them two or three years from now. If Delaware City is going to have some financial responsibility, they need to start planning and budgeting for it.

Mr. David Edgell, Office of State Planning Coordination, stated that the following answers would help inform the decision:

- If they could still consider the transfer of the canal with the expiration of the 180-day clock.
- If the board takes ownership, what are its obligations for maintenance and repairs.
- Could they obtain the land without the water.

Mr. Kevin Whitaker, Resident of Delaware City, asked what happened with parcel #3. He also asked if they could figure out what the annual cost would be over a few years, including dredging, and what kind of income the canal could generate to offset the cost. Responding, Mr. Baylor stated that during the discussion in January or February 2019, parcel #3 came up and it involves the Castle Trail. Secretary Garvin stated that there were concerns at the time regarding a third party potentially putting a bid on the property. He noted that there were constraints on what could be done with the property, as well as

historical issues. Secretary Garvin noted that there were a number of things being considered on parcel #3.

Mr. Baylor advised that the recent dredging of the Branch Canal was the first time it had been done in a long time. He stated that it was a cost that Delaware City could not absorb. Mr. Baylor noted that the state assisted with the recent dredging of the canal to get transportation to Pea Patch Island and to clear the canal for state and Delaware City fire boats to respond to emergencies. Secretary Garvin advised that dredging the canal is the federal government's responsibility.

Mr. Baylor recalled that the intent was to acquire property to build a marina for the FDRPC. Secretary Garvin advised that if a marina were built, it would be private maintenance, it would not be the responsibility of the USACE nor the state.

Secretary Garvin offered to make contact with the USACE. Chair McMahon requested that Secretary Garvin, Mr. Baylor, and Mr. Slavin keep this issue in the forefront. Mr. Baylor retracted his request for a letter to the governor.

### **DELAWARE CITY UPDATES**

Mr. David Baylor, City Manager – Delaware City, advised that a minivan drove into the Branch Canal at the boat ramp at 4:30 a.m. over the weekend. The incident prompted a response from the Delaware City Fire Company, the fire Boat, Goodwill Fire company, Fort Bend Fire Company, Delaware State Police helicopter, and the Newcastle County police. There was a concern that people were trapped in the vehicle, which prompted the large response. Fortunately, no one was trapped in the vehicle and it was extricated from the Branch Canal a few days ago.

Mr. Baylor advised that a body came ashore on the C&D canal near Grassdale Saturday afternoon; however, it was not related to the incident Saturday night. He noted that the state police are handling that investigation and there does not appear to be any signs of foul play.

Mr. Baylor stated that they would be meeting with the police chief and some members from the community to plot out what the speed limits are going to be and to go over traffic and safety issues so that there is some collaboration with the community.

Mr. Baylor advised that Delaware City would like to make a strong collaborative effort to get funds to get the theater up and running. He noted that the Reedy Point Players are at the Community Center, which is not really conducive for holding plays. Delaware City thinks that investing some money would add another destination for the town to hold plays, have some small concerts or musical events, and movies.

**Mr. Foreman moved for acceptance of the Delaware City Updates, seconded by Mr. Graci and unanimously carried.**

### **PUBLIC COMMENT**

None.

**RECESS INTO EXECUTIVE SESSION – PERSONNEL MATTERS RELATED TO THE DEPUTY DIRECTOR/CONTROLLER POSITION**

**Mr. Erickson moved to recess into executive session, seconded by Mr. Whitaker and unanimously carried.**

Meeting recessed at 9:24 a.m.

**RECONVENE**

**Mr. Erikson moved to reconvene the FDRPC Board meeting, seconded by Mr. Graci and unanimously carried.**

Meeting reconvened at 9:35 a.m.

**POTENTIAL ACTION ON PERSONNEL MATTERS RELATED TO THE DEPUTY DIRECTOR/CONTROLLER POSITION**

**Mr. Edgell moved to offer the position of deputy director/controller to candidate 1, pending successful reference checks. Should that candidate decline the position or if there are any issues with the reference checks, the position can be offered to candidate 2. The motion was seconded by Mr. Foreman and unanimously carried.**

**NEXT MEETING DATE**

The next meeting is scheduled for April 12, 2023 at 8:30 a.m.

**ADJOURNMENT**

**Mr. Whitaker moved for adjournment, seconded by Mr. Erikson and unanimously carried.**

Meeting Adjourned at 9:36 a.m.

**Exhibits**

Exhibit 1 – Strategic Plan Process for FDRPC

Exhibit 2 – Branch Canal Handout

APPROVED: \*April 12, 2023



## Strategic Plan Process for Fort DuPont Redevelopment Corporation

March 8, 2023

This strategic planning process will include the following elements:

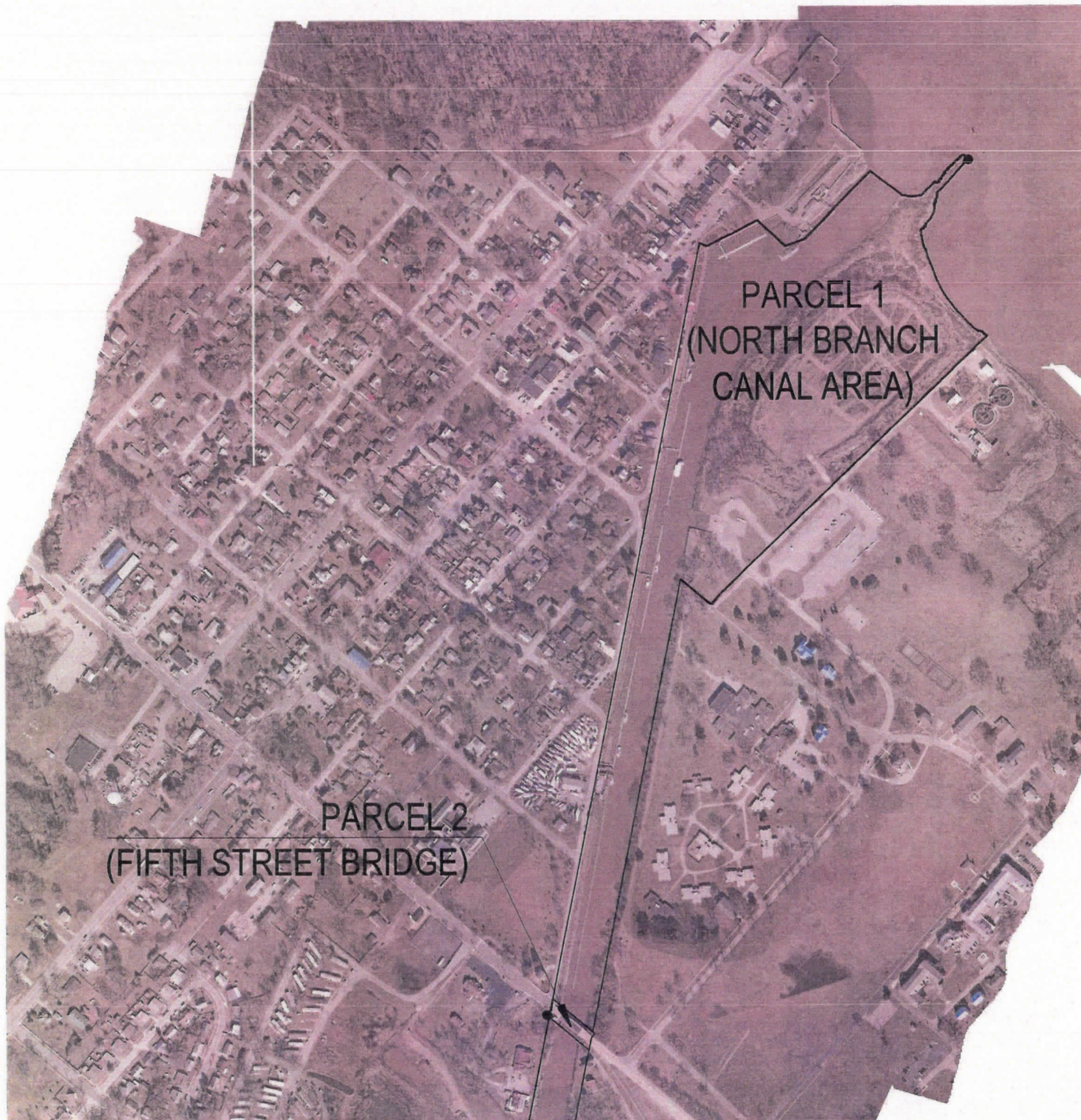
- Formation of a Strategic Planning Committee (SPC) to guide the process
- Review of organization and planning documents to orient DANA to FDRPC
- Community Input via interviews, focus groups, community discussions, and a survey
- Outline of FDRPC's Strengths, Challenges, Opportunities, Aspirations and Desired Results (SCOAR)
- Facilitation with FDRPC board and staff on vision, mission, and values
- Identification of desired outcomes and strategies
- Goal setting and performance metrics
- Outlining key enablers and resources needed to make the plan successful

### Community Input

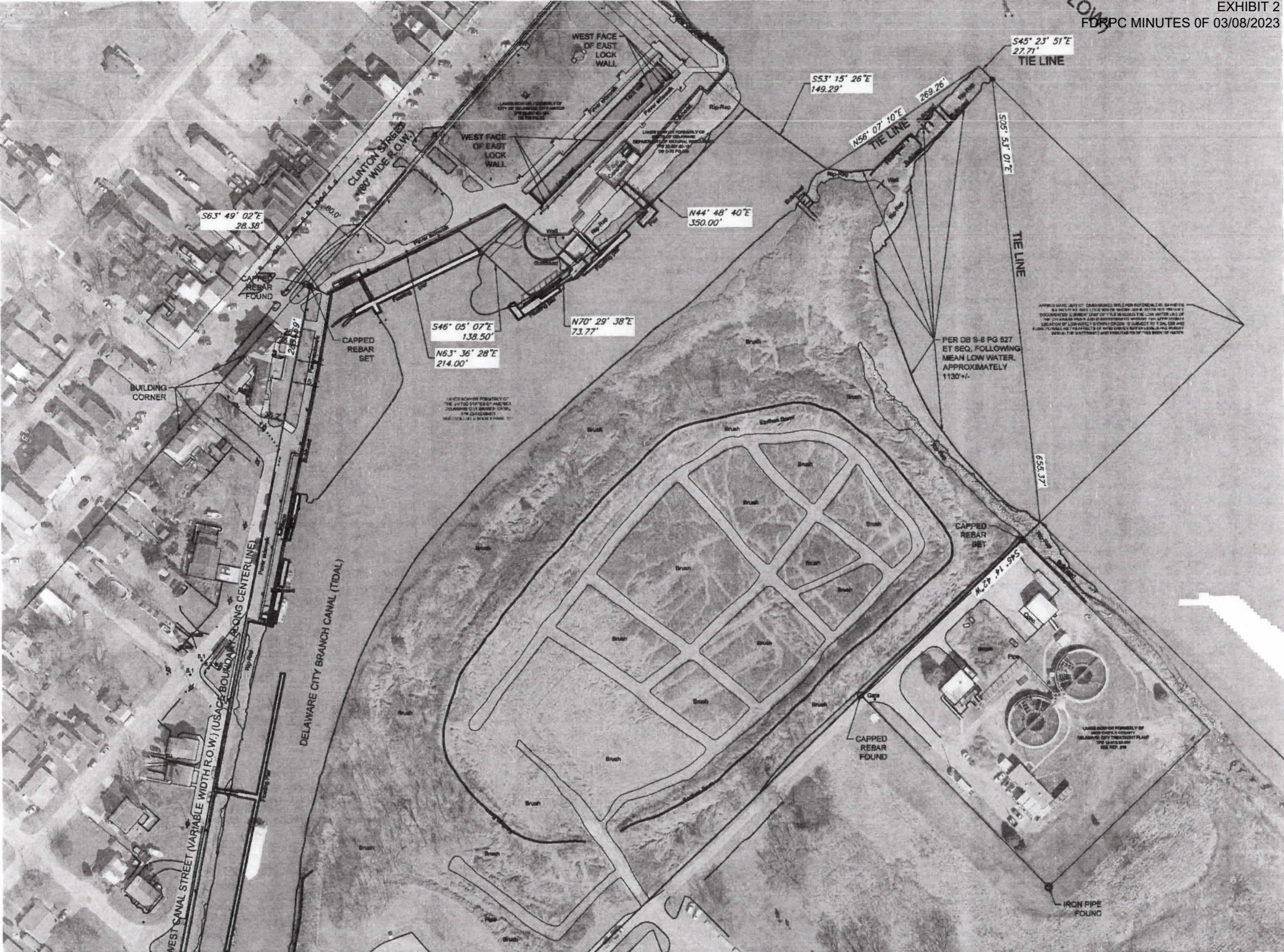
FDRPC recognizes that the residents in Fort DuPont and in Delaware City are most impacted by the decisions the corporation makes in its redevelopment. The leadership hopes this plan process creates a positive dialogue to permit community stakeholders to voice their hopes and concerns. Hence, the first steps of this planning process will incorporate a variety of methods to gain community perspective.

### Some Questions for Board Consideration

- Long-term, when Fort DuPont be successful how will the community be stronger/better?
- Five years from now what does Fort DuPont look like?
- What conditions need to be in place to achieve that?
- By what values will Fort DuPont and its Board operate?







# Water Resources and Development Act of 2018

## Section 1307. Fort DuPont.

(1) IN GENERAL— Subject to paragraph (2), not later than 180 days after the date of enactment of this Act, the Secretary shall transfer—

(A) ...all right, title, and interest in and to that part of the Original Acquisition (OADE) Tract that includes the bed and banks of the Delaware Branch Channel on the north side of the Fifth Street Bridge, Delaware City, Delaware, containing approximately 31.6 acres of land, to the Fort DuPont Redevelopment and Preservation Corporation (herein referred to as “the Grantee”);

# Water Resources and Development Act of 2018

## (2) CONDITIONS

- (A) STATE APPROVAL.— Before making a transfer under paragraph (1), the Secretary shall ensure that the Governor of Delaware agrees to the transfer.
- (B) TOLL-FREE BRIDGE. (refers to Parcel #2)
- (C) SURVEY. (must be agreed by the Secretary and the Governor).
- (D) COSTS.— Any administrative costs for the transfer under paragraph (1) shall be paid by Fort DuPont Redevelopment and Preservation Corporation, the State of Delaware, or a combination of those entities.

# Water Resources and Development Act of 2018

(3) CONSIDERATION.— The Grantee shall pay to the Secretary an amount that is not less than the fair market value of the land conveyed to the Grantee under this subsection, as determined by the Secretary.

Timeline of canal ownership issue

<p>2015</p>	<p>FDRPC “began discussions with the US Army Corps of Engineers on utilizing property owned by the Corps for FDRPC’s development along the Canal.”</p> <p>Corps property needed for:  a.) stormwater management;  b.) stabilization of canal bank;  Construction of a promenade and emergency access road along the canal;  The underlying land where the existing boat ramp constructed by DNREC is located; and  e.) the land where much of the Marina Village would be built.</p>	<p>Transfer of the Branch Canal Overview, Jeffrey D. Randol  February 11, 2019</p>
<p>December 9, 2015</p>		<p>Daniel S. Natchez and Associates, Inc. Limited market study regarding the creation and operation of a marina for Fort DuPont under contract with FDRPC.</p> <p>Daniel S. Natchez to Jeffrey D. Randol, December 9, 2015 with attachment(s).</p>
<p>October 2016</p>		<p>Report of Subsurface and Preliminary Geotechnical Evaluation Summary Report by Formation Geosciences under contract to FDRPC.</p>
<p>October 2016</p>		<p>Water Quality Assessment by Duffield Associates under contract to FDRPC. Project No. 10801.EJ</p>
<p>December 2016</p>	<p>Corps completed its survey mapping of the areas that they</p>	<p>Transfer of the Branch Canal Overview,</p>

	<p>"intended to excess through the federal surplus process."</p> <p>Parcel 1: North Branch Canal Area</p> <p>Parcel 2: Fifth Street Bridge</p> <p>Parcel 3: South Branch Canal Area</p>	<p>Jeffrey D. Randol February 11, 2019</p>
March 2018		<p>Phase IA and Phase IB Cultural Resources Study completed by Dovetail Cultural Resource Group under contract to FDRPC.</p>
Spring 2018	<p>"...officials at the Corps suggested epilogue language be added into the Water Resource Development Act of 2018."</p>	<p>Transfer of the Branch Canal Overview, Jeffrey D. Randol February 11, 2019</p>
October 23, 2018	<p>President Trump signs the Water Resource Development Act of 2018.</p> <p>Includes language to transfer ownership of Branch Canal to FDRPC.</p>	<p>Transfer of the Branch Canal Overview, Jeffrey D. Randol February 11, 2019</p>
December 12, 2018	<p>First mention of WRDA in board of director minutes.</p> <p><i>"C. WRDA – Federal Legislation was signed October 23rd, 2018 regarding the branch canal transfer to the Corporation. There is a 180-day time period in which the process is to be completed. Mr. Randol stated that it is not likely we can meet the time limit and he is now working with the Army Corps of Engineers on a long-term lease. Secretary Garvin noted that one of the matters to be addressed is where to put future dredge spoils from routine dredging of the Canal."</i></p>	<p><a href="https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-DEC-2018.pdf">https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-DEC-2018.pdf</a></p>
February 13, 2019	<p>Board of director minutes:</p>	<p><a href="https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-Feb-2019.pdf">https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-Feb-2019.pdf</a></p>

	<p>"Mr. Randol provided an overview and handout that summarized efforts underway to transfer the Branch Canal to FDRPC." No vote taken.</p>	
<p>March 13, 2019</p>	<p>Board of directors minutes evidence long discussion about the issue. No vote taken.</p>	<p><a href="https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-March-2019.pdf">https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-March-2019.pdf</a></p>
<p>April 10, 2019</p>	<p>Board of director minutes:</p> <p>In reference to the WRDA, Mr. Randol stated that "the law is not binding on FDRPC, but is binding on the federal government should the FDRPC Board elect to move forward."</p> <p>Also:</p> <p>"Discussions with Delaware City continue, with the intention that the city would acquire that portion of the Branch Canal leading from the north side of the canal to the center line of the canal."</p>	<p><a href="https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-April-2019.pdf">https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-April-2019.pdf</a></p>
<p>September 11, 2019</p>	<p>There have been Follow-up meetings with the Army Corps of Engineers. The Corps is preparing to conduct an appraisal. Originally, FDRPC was to conduct the appraisal, but due to complexity of the Canal, the Corps has decided to obtain the appraisal.</p>	<p><a href="https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-September-2019.pdf">https://fortdupont.org/wp-content/uploads/2019/12/FDRPC-Minutes-September-2019.pdf</a></p>
<p>October 6, 2020</p>	<p>Environmental Review of the Proposed Real Estate Transfer of Federally Owned Land (Dredged Material CDF) Along the Chesapeake and Delaware Branch Canal, Delaware City, New Castle County, Delaware to Fort DuPont Redevelopment and Preservation Corporation.</p>	<p>CENAP-PL-E Memorandum for the Record, Steve D. Allen, Environmental Resources Branch, Army Corps of Engineers.</p>
<p>December 28, 2020</p>	<p>Cites estimate of value for Branch Canal was estimated by Corps to be \$505,000. Requests formal appraisal in order to</p>	<p>Jeffrey D. Randol to Heather Sachs (Corps), December 28, 2020.</p>

	bring before the Board and the Governor.	
February 2022		Draft Environmental Assessment for Parcel 1 completed by Duffield Associates under contract with FDRPC.



**Fort DuPont Redevelopment and Preservation Corporation**  
**Budget vs. Actuals: FY\_2022\_2023 - FY23 P&L**  
 July 2022 - February 2023

	Total			% of Budget
	Actual	Budget	over Budget	
<b>Income</b>				
4005 Carryforward	0.00	250,000.00	-250,000.00	0.00%
4010 State Appropriation	2,575,000.00	2,250,000.00	325,000.00	114.44%
<b>4100 RENTAL INCOME</b>	<b>57,822.52</b>	<b>0.00</b>	<b>57,822.52</b>	
4100-15 Building 15	5,760.00	17,280.00	-11,520.00	33.33%
4100-25 Building 25	14,800.00	42,000.00	-27,200.00	35.24%
4100-36 Building 36	0.00	8,000.00	-8,000.00	0.00%
4100-42 Building 42	0.00	30,360.00	-30,360.00	0.00%
4100-43 Building 43	11,600.00	34,800.00	-23,200.00	33.33%
4100-45 Building 45	9,650.00	46,800.00	-37,150.00	20.62%
4100-46 OBL Duplexes	0.00	20,000.00	-20,000.00	0.00%
4100-DH DHSS	0.00	8,400.00	-8,400.00	0.00%
4100-DN DNREC	0.00	10,500.00	-10,500.00	0.00%
4100-OM OMB	9,315.00	9,315.00	0.00	100.00%
4100-S Storage	0.00	3,600.00	-3,600.00	0.00%
<b>4110 SPECIAL EVENT REVENUE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
4111 Misc Events	5,250.00	6,700.00	-1,450.00	78.36%
<b>Total 4110 SPECIAL EVENT REVENUE</b>	<b>\$ 5,250.00</b>	<b>\$ 6,700.00</b>	<b>-\$ 1,450.00</b>	<b>78.36%</b>
<b>4130 CAM REVENUE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
4131 Lawncare - CAM (State Tenants)	3,200.00	16,040.00	-12,840.00	19.95%
4132 Snow/Ice - CAM (State Tenants)	12,514.00	25,112.00	-12,598.00	49.83%
<b>Total 4130 CAM REVENUE</b>	<b>\$ 15,714.00</b>	<b>\$ 41,152.00</b>	<b>-\$ 25,438.00</b>	<b>38.19%</b>
<b>4150 TENANT REIMBURSEMENTS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
4151 Utility Reimbursements	43,800.63	100,000.00	-56,199.37	43.80%
<b>Total 4150 TENANT REIMBURSEMENTS</b>	<b>\$ 43,800.63</b>	<b>\$ 100,000.00</b>	<b>-\$ 56,199.37</b>	<b>43.80%</b>
<b>Total 4100 RENTAL INCOME</b>	<b>\$ 173,712.15</b>	<b>\$ 378,907.00</b>	<b>-\$ 205,194.85</b>	<b>45.85%</b>
<b>4200 REAL ESTATE SALES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
4202 Officers Row Ph1A	0.00	120,000.00	-120,000.00	0.00%
<b>Total 4200 REAL ESTATE SALES</b>	<b>\$ 0.00</b>	<b>\$ 120,000.00</b>	<b>-\$ 120,000.00</b>	<b>0.00%</b>
<b>4500 HISTORIC TAX CREDITS</b>				
4500-30 OBL Duplexes	\$ 0.00	\$ 185,000.00	-\$ 185,000.00	0.00%
<b>TOTAL 4500 HISTORIC TAX CREDITS</b>	<b>\$ 0.00</b>	<b>\$ 185,000.00</b>	<b>-\$ 185,000.00</b>	<b>\$ 0.00</b>
<b>4800 BANK LOANS - BUDGETED PROCEEDS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
4811 OBL Duplexes	545,911.21	623,426.00	-77,514.79	87.57%
<b>Total 4800 BANK LOANS - BUDGETED PROCEEDS</b>	<b>\$ 545,911.21</b>	<b>\$ 623,426.00</b>	<b>-\$ 77,514.79</b>	<b>87.57%</b>
<b>Total Income</b>	<b>\$ 3,294,623.36</b>	<b>\$ 3,807,333.00</b>	<b>-\$ 512,709.64</b>	<b>86.53%</b>
<b>Gross Profit</b>	<b>\$ 3,294,623.36</b>	<b>\$ 3,807,333.00</b>	<b>-\$ 512,709.64</b>	<b>86.53%</b>

	Total			% of Budget
	Actual	Budget	over Budget	
<b>Expenses</b>				
6030 Bank Charges	4.83	0.00	4.83	
6400 Building Improvements{77}	2,900.00	0.00	2,900.00	
6409c 09c Painting-Interior	-99.71	0.00	-99.71	
6417 Supplies & Materials	2,085.77	0.00	2,085.77	
<b>Total 6400 Building Improvements{77}</b>	<b>\$ 4,890.89</b>	<b>\$ 0.00</b>	<b>\$ 4,890.89</b>	
6460 ENVIRONMENTAL	63,573.64	0.00	63,573.64	
6464 Soil Analysis	7,710.25	50,000.00	-42,289.75	15.42%
<b>Total 6460 ENVIRONMENTAL</b>	<b>\$ 71,283.89</b>	<b>\$ 50,000.00</b>	<b>\$ 21,283.89</b>	<b>142.57%</b>
6480 SPECIAL EVENT EXPENSES	500.00	0.00	500.00	
6500 PROFESSIONAL FEES	1,117.50	0.00	1,117.50	
6505 Prof Fees - Engineering	4,601.50	0.00	4,601.50	
6505-01 Marina	1,500.00	200,000.00	-198,500.00	0.75%
6505-02 Master Planning	21,920.75	50,000.00	-28,079.25	43.84%
6505-03 Canal District	1,571.08	0.00	1,571.08	
6505-04 Roads/Utilities	940.50	100,000.00	-99,059.50	0.94%
6505-05 Bike Path	86,721.25	0.00	86,721.25	
6505-06 Survey	0.00	10,000.00	-10,000.00	0.00%
6505-08 Geotechnical	17,055.90	0.00	17,055.90	
6505-09 Round-a-bout	47,314.50	25,000.00	22,314.50	189.26%
6505-11 Subdivisions	0.00	15,000.00	-15,000.00	0.00%
6505-12 OBL Duplexes	685.00	15,000.00	-14,315.00	4.57%
6505-13 Section 6F/106	0.00	10,000.00	-10,000.00	0.00%
6505-14 Marina Village	35,636.25	0.00	35,636.25	
6505-15 Park & Recreation	1,850.00	50,000.00	-48,150.00	3.70%
6505-20 Branch Canal	623.25	0.00	623.25	
<b>Total 6505 Prof Fees - Engineering</b>	<b>\$ 220,419.98</b>	<b>\$ 475,000.00</b>	<b>-\$ 254,580.02</b>	<b>46.40%</b>
6515 Prof Fees - Architectural	240.00	10,000.00	-9,760.00	2.40%
6520R Prof Fees - Legal	215,863.63	250,000.00	-34,136.37	86.35%
6525R Prof Fees - Accounting	39,479.00	50,000.00	-10,521.00	78.96%
6535R Prof Fees - HR	0.00	2,500.00	-2,500.00	0.00%
6536 Community Association	0.00	6,000.00	-6,000.00	0.00%
6545 Roadways/Utilities	7,886.75	0.00	7,886.75	
<b>Total 6500 PROFESSIONAL FEES</b>	<b>\$ 485,006.86</b>	<b>\$ 793,500.00</b>	<b>-\$ 308,493.14</b>	<b>61.12%</b>
6535 PERMITTING	3,924.00	0.00	3,924.00	
6600R FEES - OTHER	4,749.50	0.00	4,749.50	
6606 Permit Fees	5,487.04	5,000.00	487.04	109.74%
6610 Bank Fees	115.72	4,000.00	-3,884.28	2.89%
6620 HTC Fees	0.00	9,500.00	-9,500.00	0.00%
6625 Bank Charges	4.95	0.00	4.95	
6627 Applied Bank Fees	8,045.90	0.00	8,045.90	
<b>Total 6625 Bank Charges</b>	<b>\$ 8,050.85</b>	<b>\$ 0.00</b>	<b>\$ 8,050.85</b>	
6631 Del City Rental Tax	2,694.82	0.00	2,694.82	
<b>Total 6600R FEES - OTHER</b>	<b>\$ 25,021.93</b>	<b>\$ 18,500.00</b>	<b>\$ 6,521.93</b>	<b>135.25%</b>

	Total			% of Budget
	Actual	Budget	over Budget	
<b>6700 IMPROVEMENTS</b>	18,695.67	0.00	18,695.67	
<b>6704 Building 45-1308 Officers Row</b>	19,567.00	0.00	19,567.00	
<b>6706 Building 15-Post Headquarters</b>	0.00	0.00	0.00	
<b>6712 Building 24-Theater</b>	826.00	0.00	826.00	
<b>6716 Canal District</b>	24,354.00	0.00	24,354.00	
<b>6716.30 Roads/Utilities</b>	139,000.00	0.00	139,000.00	
<b>Total 6716 Canal District</b>	<b>\$ 163,354.00</b>	<b>\$ 0.00</b>	<b>\$ 163,354.00</b>	
<b>6717 Site Utilities</b>	2,330.56	0.00	2,330.56	
<b>6721 Roundabout</b>	1,041,227.79	0.00	1,041,227.79	
<b>6724 Marina</b>	23,517.50	0.00	23,517.50	
<b>6734 Building 23-Band Barracks</b>	5,090.00	0.00	5,090.00	
<b>6735 Landscaping</b>	120.00	0.00	120.00	
<b>6738 Duplexes on OBL</b>	0.00	623,426.00	-623,426.00	0.00%
<b>6738-01 Building 26</b>	278,612.90	0.00	278,612.90	
<b>6738-02 Building 27</b>	258,467.37	0.00	258,467.37	
<b>Total 6738 Duplexes on OBL</b>	<b>\$ 537,080.27</b>	<b>\$ 623,426.00</b>	<b>-\$ 86,345.73</b>	<b>86.15%</b>
<b>6741 Building 30-Stable</b>	333,019.89	0.00	333,019.89	
<b>6744 Maintenance Shop</b>	600.00	0.00	600.00	
<b>6748 Building 52-Tilton</b>	19,892.22	0.00	19,892.22	
<b>6759 Community Garden</b>	700.92	0.00	700.92	
<b>6766 Old Battery Lane</b>	2,586.75	0.00	2,586.75	
<b>6767 Building 82-POW Building</b>	575.00	0.00	575.00	
<b>6768 DNREC Magazine</b>	0.00	100,000.00	-100,000.00	0.00%
<b>6770 DNREC Maintenance Bldg</b>	13,785.08	500,000.00	-486,214.92	2.76%
<b>6772 Park &amp; Recreation Amenities</b>	6,000.00	0.00	6,000.00	
<b>Total 6700 IMPROVEMENTS</b>	<b>\$ 2,188,968.65</b>	<b>\$ 1,223,426.00</b>	<b>\$ 965,542.65</b>	<b>178.92%</b>
<b>6700X Site Evaluation</b>	0.00	0.00	0.00	
<b>6735x Site Design</b>	365.00	0.00	365.00	
<b>Total 6700X Site Evaluation</b>	<b>\$ 365.00</b>	<b>\$ 0.00</b>	<b>\$ 365.00</b>	
<b>6769 DNREC Relocation</b>	0.00	0.00	0.00	
<b>6769-05 Repository</b>	22,271.23	0.00	22,271.23	
<b>Total 6769 DNREC Relocation</b>	<b>\$ 22,271.23</b>	<b>\$ 0.00</b>	<b>\$ 22,271.23</b>	
<b>6800 SITE UTILITIES</b>	210.15	0.00	210.15	
<b>6810 Electric</b>	119,534.72	85,000.00	34,534.72	140.63%
<b>6815 Gas</b>	3,466.37	50,000.00	-46,533.63	6.93%
<b>6820 Water</b>	9,629.33	5,000.00	4,629.33	192.59%
<b>6825 Sewer</b>	9,594.80	5,000.00	4,594.80	191.90%
<b>6835 Trash</b>	2,619.00	5,000.00	-2,381.00	52.38%
<b>Total 6800 SITE UTILITIES</b>	<b>\$ 145,054.37</b>	<b>\$ 150,000.00</b>	<b>-\$ 4,945.63</b>	<b>96.70%</b>

	<b>Total</b>			
	<b>Actual</b>	<b>Budget</b>	<b>over Budget</b>	<b>% of Budget</b>
<b>7000 OPERATING EXPENSES</b>	0.00	0.00	0.00	
7005 Museum	0.00	5,000.00	-5,000.00	0.00%
7009 Computer Support	0.00	2,500.00	-2,500.00	0.00%
7010 Office Supplies	5,334.44	15,000.00	-9,665.56	35.56%
7020 Travel	0.00	2,500.00	-2,500.00	0.00%
7025 Meals and Entertainment	0.00	2,000.00	-2,000.00	0.00%
7030 Utilities - Office	6,135.57	5,000.00	1,135.57	122.71%
7035 Phone/Internet - Office	5,940.90	7,500.00	-1,559.10	79.21%
7040 Repairs & Maintenance	1,315.00	5,000.00	-3,685.00	26.30%
7045 Discretionary Expenses	0.00	2,500.00	-2,500.00	0.00%
7050 Equipment and Furnishings	0.00	20,000.00	-20,000.00	0.00%
7051 Uniforms	1,928.31	5,000.00	-3,071.69	38.57%
<b>Total 7000 OPERATING EXPENSES</b>	<b>\$ 20,654.22</b>	<b>\$ 72,000.00</b>	<b>-\$ 51,345.78</b>	<b>28.69%</b>
<b>7100 COMMON AREA MAINTENANCE</b>	18,526.10	0.00	18,526.10	
7105 Lawn Care	88,158.20	125,000.00	-36,841.80	70.53%
7110 Storm Water Management	3,065.00	30,000.00	-26,935.00	10.22%
7115 Pest Control	1,660.00	5,000.00	-3,340.00	33.20%
7120 Fire & Security Monitoring	1,265.85	20,000.00	-18,734.15	6.33%
7125 Snow & Ice Removal	0.00	20,000.00	-20,000.00	0.00%
7130 Building Repairs & Maintenance	0.00	25,000.00	-25,000.00	0.00%
7135 Road Repairs	0.00	5,000.00	-5,000.00	0.00%
7140 Landscaping Maintenance	35,625.91	75,000.00	-39,374.09	47.50%
7141 Auto	143.82	15,000.00	-14,856.18	0.96%
7145 Equipment Expense	14,073.47	40,000.00	-25,926.53	35.18%
7146 Supplies	17.99	15,000.00	-14,982.01	0.12%
7830 Utilities	13,017.13	7,500.00	5,517.13	173.56%
<b>Total 7100 COMMON AREA MAINTENANCE</b>	<b>\$ 175,553.47</b>	<b>\$ 382,500.00</b>	<b>-\$ 206,946.53</b>	<b>45.90%</b>
<b>7200 DEBT EXPENSE</b>	0.00	0.00	0.00	
7205 Officers Row - Applied Prin/Int Loan 0380	55,457.60	64,344.00	-8,886.40	86.19%
7210 DMHEF Repayment	0.00	9,996.00	-9,996.00	0.00%
7215 OBL Duplexes - Applied Prin/Int Loan 0810	28,468.83	53,100.00	-24,631.17	53.61%
7225 Truck Loan - WSFS	8,885.40	17,771.00	-8,885.60	50.00%
<b>Total 7200 DEBT EXPENSE</b>	<b>\$ 92,811.83</b>	<b>\$ 145,211.00</b>	<b>-\$ 52,399.17</b>	<b>63.92%</b>
<b>7500 MARKETING EXPENSES</b>	400.00	0.00	400.00	
7510 Advertising & Promotion	128.37	24,000.00	-23,871.63	0.53%
7520 Graphics/Branding/Messaging	0.00	2,500.00	-2,500.00	0.00%
7525 Marketing Collateral	0.00	10,000.00	-10,000.00	0.00%
7550 Website & Social Media	10,976.00	25,000.00	-14,024.00	43.90%
<b>Total 7500 MARKETING EXPENSES</b>	<b>\$ 11,504.37</b>	<b>\$ 61,500.00</b>	<b>-\$ 49,995.63</b>	<b>18.71%</b>

	Total			% of Budget
	Actual	Budget	over Budget	
<b>7700 PAYROLL EXPENDITURES</b>	0.00	0.00	0.00	
<b>7710 401k</b>	6,226.36	10,000.00	-3,773.64	62.26%
<b>7720 Employee Benefits - Health</b>	52,959.36	84,000.00	-31,040.64	63.05%
<b>7721 Employee Benefits - Dental</b>	368.19	0.00	368.19	
<b>7730 Payroll Tax Expense</b>	35,889.31	44,327.00	-8,437.69	80.96%
<b>7740 Salaries &amp; Wages</b>	348,899.96	554,084.00	-205,184.04	62.97%
<b>Total 7740 Salaries &amp; Wages</b>	<b>\$ 348,899.96</b>	<b>\$ 554,084.00</b>	<b>-\$ 205,184.04</b>	<b>62.97%</b>
<b>7750 Payroll Service Fees</b>	1,443.60	3,000.00	-1,556.40	48.12%
<b>Total 7700 PAYROLL EXPENDITURES</b>	<b>\$ 445,786.78</b>	<b>\$ 695,411.00</b>	<b>-\$ 257,406.22</b>	<b>64.10%</b>
<b>7850 INSURANCE</b>	2,333.52	0.00	2,333.52	
<b>7851 General Liability</b>	13,445.62	13,446.00	-0.38	100.00%
<b>7852 Flood Insurance</b>	5,768.00	0.00	5,768.00	
<b>7853 Property</b>	15,525.83	45,000.00	-29,474.17	34.50%
<b>7854 Builder's Risk</b>	0.00	3,610.00	-3,610.00	0.00%
<b>7855 Workers Comp Insurance</b>	5,822.00	14,000.00	-8,178.00	41.59%
<b>7856 Auto</b>	18,680.95	13,000.00	5,680.95	143.70%
<b>7857 D &amp; O/ E&amp;O Insurance</b>	8,070.00	2,515.00	5,555.00	320.87%
<b>7858 Business Owners</b>	3,747.14	1,410.00	2,337.14	265.75%
<b>7859 Pension &amp; Crime</b>	0.00	150.00	-150.00	0.00%
<b>Total 7850 INSURANCE</b>	<b>\$ 73,393.06</b>	<b>\$ 93,131.00</b>	<b>-\$ 19,737.94</b>	<b>78.81%</b>
<b>Administrative Expenses</b>	1,250.00	0.00	1,250.00	
<b>Legal Fees - Operating</b>	754.00	0.00	754.00	
<b>Property Management</b>	0.00	0.00	0.00	
<b>7880 Repair &amp; Maintenance</b>	3,900.00	0.00	3,900.00	
<b>7890 Payroll</b>	0.00	0.00	0.00	
<b>7894 Payroll Taxes</b>	-349.71	0.00	-349.71	
<b>Total 7890 Payroll</b>	<b>-\$ 349.71</b>	<b>\$ 0.00</b>	<b>-\$ 349.71</b>	
<b>7900 Security</b>	210.00	0.00	210.00	
<b>Total Property Management</b>	<b>\$ 3,760.29</b>	<b>\$ 0.00</b>	<b>\$ 3,760.29</b>	
<b>Total Expenses</b>	<b>\$ 3,768,835.67</b>	<b>\$ 3,685,179.00</b>	<b>\$ 83,656.67</b>	<b>102.27%</b>
<b>Net Operating Income</b>	<b>-\$ 474,212.31</b>	<b>\$ 122,154.00</b>	<b>-\$ 596,366.31</b>	<b>-388.21%</b>
<b>Other Income</b>				
<b>Reimbursed Expenses</b>	1,789.79	0.00	1,789.79	
<b>Total Other Income</b>	<b>\$ 1,789.79</b>	<b>\$ 0.00</b>	<b>\$ 1,789.79</b>	
<b>Other Expenses</b>				
<b>ASK MY ACCOUNTANT</b>	79,249.86	0.00	79,249.86	
<b>Total Other Expenses</b>	<b>\$ 79,249.86</b>	<b>\$ 0.00</b>	<b>\$ 79,249.86</b>	
<b>Net Other Income</b>	<b>-\$ 77,460.07</b>	<b>\$ 0.00</b>	<b>-\$ 77,460.07</b>	
<b>Net Income</b>	<b>-\$ 551,672.38</b>	<b>\$ 122,154.00</b>	<b>-\$ 673,826.38</b>	<b>-451.62%</b>



Executive Director Monthly Report  
For the period March 1, 2023 to March 30, 2023

Our board meeting will be held on April 12, 2023 at 8:30 a.m. at the **Delaware City Fire Hall**. Board packets will be distributed via email (as a pdf attachment).

### Capital Projects

- **Entranceway.** The new roundabout entranceway was placed into service by DelDOT on March 20, 2023. Route 9 was reopened, as was the Reedy Point Bridge. The interim connector from the roundabout to Old Elm Ave. is scheduled to be complete by April 14, 2023.
  
- **Branch Canal issues.** The open issue related to the possible transfer of ownership of the Branch Canal to the Fort DuPont Redevelopment and Preservation Corporation remains unresolved. Sec. Garvin and Executive Director Slavin spoke by phone about the issue and agreed that clarification was needed from the Army Corps of Engineers on three matters:
  - a. Has the provision to transfer the Branch Canal been invalidated because it has not occurred within the 18 month period cited in the Water Resources Development Act of 2018?
  - b. If the provision is still valid and FDRPC declines ownership, can the transfer of ownership of Parcel #2 (5th St Bridge) to DelDOT still occur?
  - c. Is it possible for FDRPC or another entity to lease the lands identified for a future marina and make improvements?
  
- **Marina Village.**

- a. The request for a Special Use Permit for the next phase of residential development will be considered by the City Council on Monday, April 17, 2023. Amended drawings have been issued which address the concerns raised by city officials related to reducing the number of stacked townhomes in any one cluster (not to exceed four consecutive units), reconfiguring parking, reconfiguring stormwater management areas, and ensuring no encroachment on riparian buffers. The revised plan includes 130 duplexes and stacked townhomes and exceeds the number of parking spaces required by ordinance.
  - b. FDRPC has contracted with Verdantas to assist in the proposed transferring of Land and Water Conservation Trust protections (6f).
- **Declarations of Covenants.** The Declaration of Covenants requires that FDRPC establish two committees to ensure that all covenants are being met by land owners: a design committee and a maintenance committee.
    - The Design Committee is currently active in the form of the Design and Historic Preservation Committee. Design guidelines have been issued previously, and the committee reviews proposed additions and alterations to properties covered by the covenants.
    - The Maintenance Committee will be appointed by Chair John McMahon.

## Operations

- **Capital Improvements Committee hearing.** Chair John McMahon and Executive Director Tim Slavin presented a request for funding to the Capital Improvements Committee (Bond Bill Committee) on March 23, 2023. Funding was requested in the amount of \$4.25 M and included separate line items for the restoration of the Chapel and Theater buildings.
- **Real estate update.**
  - a. FDRPC is under contract for three lots: 1304, 1306, and 1311 Officers Row.
  - b. FDRPC has leased the building at 1605 Maple Blvd. for \$2900 per month.
- **Deputy Director.** Janice Moturi has joined FDRCP as the Deputy Director-Controller, starting on April 10, 2023. Janice comes to FDRPC from JP

Morgan, where she most recently served as Project Manager. Prior to that position, she also served JP Morgan as Financial Controller. Janice holds a B.S. degree in Accounting and Information Systems and an M.S. degree in Finance. Both degrees are from Goldey-Beacom College.

- **FOIA Officer.** Two new FOIA requests were received by FDRPC since the last board of directors meeting:
  - a. A request for copies of the Request for Proposals for legal services and all responses received.
    - Status: This request is complete.
  - b. A request for copies of all records, emails, memos, and other documentation related to the sale of the Grassdale property.
    - Status: Because of litigation pending before the Chancery Court on this issue, all of FDRPC's records pertaining to this issue can not be disclosed (while the suit is active).
- **Audit.** The audit of FDRPC financials for the fiscal year ending June 30, 2022 is continuing with Belfink, Lyons and Shuman.
- **A Request for Proposals** for lawn-cutting service was initially issued on March 3, 2023. Only one company attended the mandatory pre-bid meeting. FDRPC Executive Director Tim Slavin then canceled the RFP citing the potential for a non-competitive bid. The RFP was revised and re-issued on March 17, 2023 with a response date of April 7, 2023.
- **Op-ed published by News Journal.** An op-ed written by Executive Director Tim Slavin entitled "The story of Fort DuPont includes the present day. Here's how." was published by the News Journal on March 30, 2023. The piece can be found at <https://www.delawareonline.com/story/opinion/2023/03/30/the-story-of-fort-dupont-includes-the-present-day-heres-how/70060964007/>





WHEREAS, the Corporation is resolved to grant signing and authority to certain person(s) described hereunder.

RESOLVED, that the Board of Directors is hereby authorized and approved to authorize and empower the following individuals to make, execute, endorse and deliver in the name of and on behalf of the corporation, but shall not be limited to, any and all written instruments, agreements, documents, execution of deeds, powers of attorney, transfers, assignments, contracts, obligations, certificates and other instruments of whatever nature entered into by this Corporation.

Name: John McMahon

Robert Scoglietti

Position/Title: Board Chair

Position/Title: Board Treasurer

Signature:

Signature:

The undersigned certifies that he/she is the properly elected and qualified Secretary of the books, records and seal of the Fort DuPont Redevelopment and Preservation Corporation, duly conformed pursuant to the laws of the state of Delaware, and that said meeting was held in accordance with state law and with the Bylaws of the above-named corporation.

This resolution has been approved by the Board of Directors of the Fort DuPont Redevelopment and Preservation Corporation on April 12, 2023.

I, as authorized by the Company, hereby certify and attest that all the information above is true and correct.

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Secretary