

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

The Fort Dupont Redevelopment and Preservation Corporation Board of Directors meeting was held on June 12, 2024 at the Delaware City Fire Hall, 815 5th Street, Delaware City, with Chair John McMahon presiding.

**CALL TO ORDER**

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

**BOARD MEMBERS PRESENT**

Mr. David Edgell (Office of State Planning Coordination)  
Mr. Doug Eriksen (Delaware City Resident)  
Secretary Shawn Garvin, Department of Natural Resources and Environmental Control (DNREC)  
Mr. Michael Graci (Fort DuPont Resident)  
Ms. Winvenia Graham (Delaware City Resident)  
Ms. Britney Loveland (Interim Delaware City Manager)  
Ms. Wendy Rogers (Fort DuPont Resident)  
Mr. Bert Scoglietti (designee of Controller General of the State of Delaware)  
Dr. Courtney Stewart (Office of Management and Budget)

**BOARD MEMBERS ABSENT**

Mr. Rony Baltazar-Lopez (Secretary of State)  
Mr. Kurt Foreman (Delaware Prosperity Partnership)  
Senator Spiros Mantzavinos (Chair, Bond Bill Committee)  
Representative Sean Matthews (Co-Chair, Bond Bill Committee)  
Ms. Ruth Ann Miller (Controller General of the State of Delaware)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, Deputy Director/Controller  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP.  
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP.  
Ms. Valerie Miller, FDRPC Planner

**OTHERS PRESENT**

Ms. Grace Mudrick, NAI Emory Hill

**INTRODUCTION OF FDRPC BOARD MEMBER WINVENIA “WINN” GRAHAM, RESIDENT OF DELAWARE CITY**

Chair McMahon formally welcomed Ms. Winvenia “Winn” Graham, Resident of Delaware City, to the FDRPC Board.

**APPOINTMENT OF VICE CHAIR**

**Chair McMahon nominated Ms. Wendy Rogers to serve as vice chair, seconded by Dr. Stewart and unanimously carried.**

**APPROVAL OF MINUTES – FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION (FDRPC) BOARD MEETING OF APRIL 10, 2024**

**Dr. Stewart moved for approval of the FDRPC Board meeting minutes of April 10, 2024. The motion was seconded by Mr. Scoglietti and unanimously carried.**

**TREASURER’S REPORT**

Mr. Bert Scoglietti, Treasurer, reviewed the Fort DuPont Redevelopment and Preservation Corporation Budget vs. Actuals: Budget FY 24 P&L Draft 1 – FY24 P&L for July 2023 - June 2024 as of April 2024. He advised that, overall, the corporation is trending well in regards to finances and is in good shape to end the fiscal year cash flow-wise. Mr. Scoglietti noted the following:

- 4010 State Appropriation – As of the end of April, they had not drawn down the most recent appropriation. The \$775,000 was drawn down in May and will be reflected in the end of May numbers in the next financial report.
- 4100 Rental Income – There is no increase in the April to May numbers due to Emory Hill utilizing rental income for improvements or repairs to the rental units and then being reimbursed by the corporation. The repairs are done on a timely basis, but there will be some fluctuations on the financial statements.
- 6500 Professional Fees – This line item is up by \$40,000 since March.
- 6747 Improvements – Building 19 – Total Improvements increased approximately \$185,000, with \$150,000 of that amount due to repairs necessary to correct an unsafe condition with the surplus warehouse roof.
- 7100 Common Area Maintenance – This line item is up by \$10,000 over March, due mainly to landscaping.
- 7700 Payroll Expenditures – These expenses are up about \$44,000 over March and are tracking within budget.
- Total Expenses are up approximately \$300,000, of which over half is improvements, with a large part being the roof project. Income is currently minus \$522,000 but the next report will positively reflect the influx of the state dollars.

**Mr. Eriksen moved for acceptance of the Treasurer’s Report, seconded by Mr. Edgell and unanimously carried.**

Mr. Scoglietti advised that the corporation receives appropriations from the state and the Joint Capital Improvements Committee will be meeting on June 20th to consider the state appropriations. The governor recommended \$2.25 million in his January bond bill and there may be additional appropriations made for the corporation.

Mr. Scoglietti noted that the Community Reinvestment Fund, appropriated by the Bond Bill Committee, provides funding for capital needs to nonprofits and has been active for four to five years. The corporation submitted two projects for consideration, which will be reviewed by the Bond Committee on June 20th. The committee will determine the overall fund amount and allocate money to various projects over the following week. By the end of June, the corporation should know if they will receive additional funds.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Tim Slavin, Executive Director, reviewed the Executive Director's Monthly Report For the period May 1, 2024 to May 31, 2024 and noted the following:

**Marina Village** – Marina Village: The final 6F plan was submitted for the Land and Water Conservation Fund protections to be swapped out from the Marina Village area to the parade ground. The plan was amended to include not only the protections on the Marina Village area but also a strip of land in Southfield, located behind the Governor Bacon building.

This amendment will free up those two large parcels and place the protections back on the parade ground. The process is now with DNREC and State Parks. State Parks will need to obtain the concurrence of the State Historic Preservation Office as part of the Section 106 review process for the National Historic Preservation Act.

Contact has been made with the State Historic Preservation Office, and they are like-minded in the approach. However, the process will take some time to complete before it can be transmitted to the National Park Service.

**Branch Canal Revetment** – The Army Corps of Engineers required additional geotechnical studies, which have been finalized and sent by Verdantas to the Army Corps of Engineers for their review. We are currently awaiting their Section 408 review, which is necessary to obtain a Section 404 permit required to proceed with the project. Once the 404 permit is issued, DNREC must issue a subaqueous permit for any work below the waterline.

The application with DNREC has been pending for several years, so they are aware it is ready to proceed. This project will be bid out shortly through Verdantas to adjust the estimated budget based on the bid amounts. When the grant was submitted to FEMA, the numbers were over two years old. Given the current volatility in the contracting market, new numbers will be obtained. FEMA allows for a budget adjustment, which may result in a higher award.

**Old Battery Lane** – A pre-construction meeting is scheduled for Tuesday, June 18, 2024, at 9:30 a.m. This meeting is a requirement of DNREC and will result in a green light to mobilize the site and start the project. The project was bid out and awarded to ADEL, who will likely start mobilization shortly after the pre-construction meeting.

The State Historic Preservation Office is initially allowing the FDRPC to close out the historic preservation tax credit portion of the project, which is approximately \$180,000, without the certificate of occupancy. The third party has sold those credits to Apple and it will be a clean transaction to achieve that revenue.

**Real Estate** – 1311 Officers Row remains on the market with an asking price of \$125,000, and two units are currently available for rent.

**Insurance Request for Proposals (RFP)** – The FDRPC issued an insurance Request for Proposals (RFP) in May of 2024. Three firms responded, and the top two were interviewed. The award was made to SafeGuard. The insurance industry is very volatile right now, and the corporation must carry a wide range

of coverages in addition to general liability. Staff is currently working with SafeGuard to identify new policies on each of the policies. The existing broker did not bid on the project so it was a forced change.

**Fiscal Year 2023 Audit** – The FY23 audit will be presented by George Fournaris of Belfint, Lyons & Shuman, P.A. at the August 14, 2024, board meeting. The audit findings will note a recurring issue regarding the valuation of the land when it was transferred to the corporation, which was recorded as the assessed value instead of the appraised value. To correct this, a costly reappraisal of all properties, building by building and acre by acre, back to 2014 levels would be required. Because the cost of the reappraisal outstrips the benefit, it is recommended to continue noting this issue in future audits. New explanatory language regarding this finding will be included in this year's audit.

**Personnel** – Mr. Slavin introduced Ms. Valerie Miller, who joined the FDRPC as a part-time planner. She previously worked as a planner for Kent County Levy Court, the State Housing Authority, and the Milford Housing Development Corporation, and holds a Master's in Urban Affairs and Public Policy from the University of Delaware.

**Schedule of Land Use Planning Committee Presentations** – The committee's work is now ready for the public presentation phase. It has been placed on the July 1, 2024, agenda for the Delaware City Planning Commission meeting and the July 15, 2024, agenda for the Delaware City meeting of the Mayor and Council. The presentation will be made for the FDRPC Board at a future date.

**Subdivision of the Campus** – Once the Land Use Planning plans are adopted by the FDRPC board, work will begin on subdivision of the balance of the campus and developing a strategy to address the remaining brownfields on the campus. There are 13 operable units now in various stages of remediation, but it does not cover all of the landmass. Although it is not necessary to remediate the landmass that is not being reused, it is advisable to do as much as they can and to do it at the highest level of remediation in order to bring value back to the land.

**Friends of Fort DuPont** – A six-month study was completed with Yorkston Consulting on the Friends of Fort DuPont. Interviews were conducted with 12 individuals, six from Delaware City and six from the arts and philanthropic community, to determine how best to position themselves. The strategic plan aimed to have everything operational by July 1, 2024 and they are ready now. The organization has a tax number and 501(c)(3) status, and is in good standing as a Delaware corporation. The bylaws have been revised and will replace the generic set that created the organization. Initial board appointments of between six and nine people, along with some structure that has liaisons between the board and that organization, need to be made. The community reinvestment fund applications were done in the name of the Friends of Fort DuPont, because they did meet the requirements for that fund.

**Project Updates** – Lennar and Marina Village are awaiting the results of the 6F decision that will come from DNREC to the National Park Service. There was an on-site visit with Blue Water CEO, Todd Burbidge, and it was confirmed that all the permits that were issued by DNREC in 2020 are active through 2025.

**Fort DuPont Tenant Issue** – One of our rental properties now has a resident who is listed on the sex offender registry. The police department has notified everyone in Delaware City, as required. We need to address this situation while complying with fair housing and anti-discrimination laws, which puts us in a

difficult position. The notification went out last week, and we are beginning to see some social media chatter about it, which we are monitoring closely.

**ABC Crab Feast** – The ABC Crab Feast will be held on June 20, 2024. If you're not attending the ABC Crab Feast but had plans to drive through Delaware City between 4:00 PM and 8:00 PM, please avoid doing so. The event paralyzes the town, as well as the campus and staff. It's a big event, and we're happy to host it. This was a 10-year agreement and this is the fourth year of that agreement. FDRPC continues to work with ABC to ensure that their needs are met and they are meeting our requirements.

**Parade Grounds Meadow** – We came up with the idea of creating a no-mow area to establish a meadow in the middle of the parade grounds, and it has been a hit with the neighbors. It's had a beneficial impact on the environment by attracting a lot of bird species. Additionally, implementation of this model in other areas is being considered as a cost savings measure, as grass cutting is a significant expense.

**Mr. Scoglietti moved for acceptance of the Executive Director's Report, seconded by Mr. Graci and unanimously carried.**

## **COMMITTEE REPORTS**

### **FDRPC Finance and Audit Committee Meeting of March 11, 2024**

**Mr. Eriksen moved for acceptance of the FDRPC Finance and Audit Committee Report of March 11, 2024. The motion was seconded by Mr. Scoglietti and unanimously carried.**

## **DELAWARE CITY UPDATES**

Ms. Britney Loveland, interim Delaware City Manager, provided the following Delaware City Updates:

- Delaware City held a special municipal election June 11, 2024, which the Board of Elections certified June 12, 2024. Swearing-in will take place at the July meeting.
- The HVAC upgrade project at the Delaware City Community Center has begun and will continue for the next few months.
- Pothole repairs throughout town are complete, addressing all prioritized issues.
- Requests for CRF funds for large-scale projects have been submitted, and a response is awaited.
- The bi-monthly city newsletter, currently mailed to all PO Boxes, may transition to an electronic format. Residents can choose between mailed or emailed versions. Notices will be sent out, and the newsletter will remain available on the website, in town hall, and libraries.
- The city partners with the Catholic Heart Summer Youth Camp every June and possibly July, offering support to residents, including seniors and disabled individuals, for small projects like grass cutting, weeding, window washing, and minor repairs. Residents in need of support can contact town hall.

## **PUBLIC COMMENT**

Ms. Mary Bricker-Jenkins, 2001 Draper Street, reviewed a brochure of the schedule of events detailing the inaugural Juneteenth celebrations in Polk Town and Delaware City. The events, starting on May 25th with Shove Off Day, commemorate Union troops' journey to Galveston, Texas, to announce the emancipation of enslaved people. This celebration is particularly significant because Polk Town, a historically free Black community, contributed several U.S. Colored Troops to the Civil War.

Ms. Bricker-Jenkins expressed gratitude to Tim Slavin, who led the finance and fundraising efforts, and highlighted the collaborative nature of the event, involving over 30 residents and multiple organizations, including the Friends of the African Union Church Cemetery, Main Street, and the local library. The celebration includes a series of events, such as a special worship service, community meal, and an exhibition by photographer Lynn Dilliplane.

The festivities emphasize historical significance, including the local Branch Canal's connection to Harriet Tubman's journey. Ms. Bricker-Jenkins invited the community to participate in the events, culminating in a final Juneteenth celebration at the cemetery and a waterfront celebration hosted by Main Street.

Ms. Bricker-Jenkins thanked the FDRPC for the meadow, noting that it was absolutely wonderful while also saving money.

Responding to Ms. Bricker-Jenkins, Mr. Tim Slavin, FDRPC Executive Director, advised that there are four bio basins to remediate and Cutting Edge is under contract to start that work. He thought that mobilization for the project would begin the following week. Once they are on site, they will go from one basin to the next until they are complete.

Mr. Tim Konkus, referring to the Juneteenth events, noted that while there's no empirical evidence that freedom seekers used Delaware City's canal, it's documented that Harriet Tubman passed through its lock in 1857. Lynn Dilliplane's display will be housed in a building from 1835, close to where Tubman once passed. This exhibit, featuring award-winning photographs of Harriet Tubman, will be open from 4 to 7 PM on Father's Day and daily from Sunday through Friday of the following week. Main Street is also hosting Best Kept Soul for a joyous event on Wednesday, June 19th, from 6 to 9 PM, and everyone is welcome.

#### **RECESS INTO EXECUTIVE SESSION**

**Mr. Edgell moved to recess into Executive Session pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property and §10004(b)(4) Strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation, but only when an open meeting would have an adverse effect on the bargaining or litigation position of the public body. The motion was seconded by Mr. Eriksen and unanimously carried.**

Meeting recessed at 10:09 a.m.

#### **RECONVENE**

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

Meeting reconvened at 10:44 a.m.

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

##### **Sale or Lease of Property**

**Mr. Scoglietti moved to authorize the Executive Director to execute the letter of intent that was submitted previously. The motion was seconded by Mr. Eriksen and unanimously carried.**

**NEXT MEETING DATE**

The next meeting is scheduled for July 10, 2024 at 9:30 a.m.

**ADJOURNMENT**

**Mr. Eriksen moved for adjournment, seconded by Mr. Scoglietti and unanimously carried.**

**Meeting Adjourned at 10:45 a.m.**

APPROVED: July 10, 2024