



**Fort DuPont Redevelopment and Preservation Corporation  
Board of Directors Meeting**

**October 9, 2024 9:30 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 - Fort DuPont Redevelopment and Preservation Corporation Meeting of August 14, 2024
4. Treasurer's Report
5. Executive Director's Report
6. Committee Reports
  - a. FDRPC Finance and Audit Committee Report of July 19, 2024
  - b. FDRPC Executive Committee Report of July 29, 2024
7. Delaware City updates
8. Proposed Resolution Regarding Grassdale Financing
9. Public comment
10. 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, §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.}
11. Actions to be voted upon from Executive Session (if applicable)
12. Next meeting date: November 13, 2024, at 9:30 a.m.
13. Adjournment

*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**  
**BOARD OF DIRECTORS MEETING**

The Fort Dupont Redevelopment and Preservation Corporation Board of Directors meeting was held on August 14, 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 9:30 a.m.

**BOARD MEMBERS PRESENT**

Mr. Rony Baltazar-Lopez (Secretary of State)  
Mr. David Edgell (Office of State Planning Coordination)  
Mr. Kurt Foreman (Delaware Prosperity Partnership)  
Mr. Steve Williams (designee of 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)  
Senator Spiros Mantzavinos (Chair, Bond Bill Committee) (arrived at 9:37 a.m.)  
Ms. Ruth Ann Miller (Controller General of the State of Delaware)  
Ms. Wendy Rogers (Fort DuPont Resident)

**BOARD MEMBERS ABSENT**

Mr. Doug Eriksen (Delaware City Resident)  
Representative Sean Matthews (Co-Chair, Bond Bill Committee)  
Dr. Courtney Stewart (Office of Management and Budget)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, FDRPC Deputy Director/Controller  
Mr. Bert Scoglietti, Treasurer  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP.  
Ms. Crystal Pini-McDaniel, FDRPC Operations Manager

**OTHERS PRESENT**

Mr. George Fournaris, Belfint, Lyons & Shuman, P.A.

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

**Mr. Graci moved for approval of the FDRPC Board meeting minutes of July 10, 2024. The motion was seconded by Mr. Edgell and unanimously carried.**

**FY 2023 AUDIT REPORT (GEORGE FOURNARIS OF BELFINT, LYONS & SHUMAN, P.A.)**

Mr. George Fournaris of Belfint, Lyons & Shuman, P.A. reviewed a presentation of the highlights of the audit (Exhibit 1). He noted that the qualified opinion relates to the capital assets that were originally donated by the state of Delaware being presented using insurance values and assessed values that are used for real estate tax purposes. GAAP requires presentation under the acquisition value, which would require appraisals and a lot of costs. Management agreed that it would be an efficient use of time to have the qualified opinion rather than spending a whole lot of money getting appraisals just to say that the financial statements are presented in accordance with GAAP. Under that qualified opinion, the value is approximately \$56 million.

Mr. Richard Forsten, FDRPC legal counsel of Saul Ewing Arnstein and Lehr LLP, asked about the impact of New Castle County's reassessment of property values. He noted that the county has historically used values estimated as of July 1, 1983, but this fall, they will reassess properties based on their values as of July 1, 2024. Given that property values will increase and tax rates will likely decrease as a result, Mr. Forsten asked whether these new assessed values will be incorporated into future evaluations or decisions.

Responding, Mr. Fournaris advised that they should look at them, which could possibly lead to a change. If the information is adequate for the GAAP purposes, they may make a restatement of the financial statements. He noted that the assessors and the county do not pay as close attention to governmental and non-profit properties, because they do not provide any tax dollars.

Responding to Mr. Bert Scoglietti, FDRPC Treasurer, Mr. Fournaris clarified that cash transactions in the context of the audit are electronic transactions. He noted that most of the bill payments are either check or electronic transfers, and most of the money coming in, including most of the rents, are also electronically transferred to FDRPC accounts.

Mr. Tim Slavin, FDRPC Executive Director, advised, for context—not as an excuse—that they fully acknowledge these audit findings. However, it is important to remember that this fiscal year began two years ago, which coincides with when he first took on the role of executive director. The initial six months were particularly challenging as they worked to establish the necessary systems. Mr. Slavin stated that he believes that is where some of the documentation issues arose.

**Mr. Foreman moved for acceptance of the FY 2023 Audit Report. The motion was seconded by Mr. Graci and unanimously carried.**

**ENGAGEMENT LETTER FOR FY 2024 AUDIT**

Mr. Tim Slavin, FDRPC Executive Director, advised that audit engagement letter being considered is for the fiscal year that just ended on June 30, 2024. Staff is recommending approval of the engagement letter with Belfint, Lyons & Shuman, P.A. He noted that they have had a great relationship with them. Mr. Slavin noted that they highly value the work they do, and they would like to extend their services for another year of audits.

**Mr. Graci moved for acceptance of the engagement letter for the FY 2024 audit. The motion was seconded by Mr. Foreman and unanimously carried.**

**FY 2025 OPERATING AND CAPITAL BUDGET APPROVAL**

Mr. Bert Scoglietti, FDRPC Treasurer, reviewed the FY 2025 Operating and Capital Budget – Budget vs. Actuals: Budget FY25 P&L – FY25 P&L July 2024 – June 2025 and noted the following:

- The Fiscal Year 2025 Operating Budget provided will suffice as the document for the Treasurer’s Report.
- The draft budget presented at the previous meeting has been fine-tuned and adjusted based on experience, FY24 expenditures, plus any anticipated increases such as insurance and payroll.
- It is a conservative budget because they have only assumed one property sale, which is the lot on Officers Row.
- The report is structured a little bit differently, showing two columns of history - the actual for FY23 and the actual for FY24. The actual for FY24 has not yet been finalized; however, it should be completed by August 15, 2024.
- 4010 State Appropriation - This line item has been finalized with a \$2.25 million appropriation; the same amount received in 2024.
- 4100 Rental Income Residential - This line item has been maintained at the FY24 level, which was actually higher than what was budgeted.
- 4101 Old Battery Lane Duplexes - This is a new line item budgeted at an estimated rental income of \$80,000 for six months.
- 4200 Real Estate Sales - This line item represents the lot on Officers Row at an estimated price of \$125,000, which is the only real estate sale assumed for the budget.
- 4500 Housing Tax Credits - The HTC’s were originally budgeted to be received in FY24 as a result of the planned renovations on the duplexes. Since those renovations are taking place this year, those funds are now expected to be received in the current fiscal year.
- The total proposed income for FY25 is \$3,062,614.29.
- Expenses have been budgeted based on the FY24 numbers.
- 6525R Professional Fees - Accounting - These fees are a little lower than what was spent in FY24 due to the expectation that less effort will be required for some audit and accounting functions.
- 6700 Improvements - \$700,000 has been estimated for improvements during the year. The number is certainly conservative and tracks with some of the projects that have gone online.
- 7500 Marketing Expenses - This line item reflects a large increase over both budget and actual for FY24 due to a coding issue. In FY24, some marketing dollars were coded as item 7030 (Utilities Office), so it is just a correction.
- 7740 Total Salaries and Wages - This represents the best estimate this year, including projected increases.
- 7850 Insurance - The insurances we rebid this year and the estimate is represented.
- Total expenses are \$33,058,491.45, which represents a small surplus of about \$4,000.

Mr. Scoglietti advised that there will be some slight adjustments as they do a final closing on the numbers. He noted that if there were any large discrepancies, they would be presented at the next board meeting.

**Mr. Graci moved for approval of the FY 2025 Operating and Capital Budget, seconded by Mr. Edgell and unanimously carried.**

**FUNDING REQUEST FY 26 GOVERNOR'S RECOMMENDED BUDGET**

Mr. Tim Slavin, FDRPC Executive Director, advised that this is the funding request for Fiscal Year 2026 for the Governor's recommended budget, which has been transmitted to the Office of Management and Budget.

Mr. Slavin noted that the request for FY26 is \$13.9 million, which addresses the significant issues related to infrastructure replacement, deferred maintenance, and some planned enhancements. This is a substantial increase compared to the \$2.25 million that was previously appropriated; however, it should be consistently conveyed that this is the true cost of the planned campus improvements. All of the projects outlined in the Governor's letter, which was included in the packet to the OMB, are aligned with the capital investment program in the budget.

**Mr. Graci moved for approval of the funding request, seconded by Mr. Edgell and carried with Senator Mantzavinos and Ms. Miller recusing themselves.**

**APPOINTMENTS TO BOARD OF DIRECTORS OF FRIENDS OF FORT DUPONT**

Mr. Tim Slavin, FDRPC Executive Director, advised that the strategic plan called for them to enact a private 501c3 organization that would run in tandem with the corporation, but have an arm's length from the corporation. The shell of that 501c3 was previously set up, but no board appointments had been made.

Mr. Slavin noted that earlier this year, a study on the scope and activities of the Friends group was conducted, including board composition and revised bylaws. Based on these recommendations, the initial slate for the founding board is being presented. The goal is to have between nine and twelve members, so more members will be added in the future.

Mr. Slavin stated that the FDRPC is appointing the initial board for the Friends group, after which the Friends board will adopt its bylaws and manage its own nominations. The initial appointments include one ex-officio voting member from the FDRPC board, Ms. Graham, and the FDRPC executive director in an ex-officio role. The other candidates are Michael Lutz, a resident of the Canal District at Fort DuPont who has been active on the Land Use Planning Committee; Corey Ford, president of the Reedy Point Players, the resident community theater group in Delaware City; Laura Lee, a former FDRPC board member and Delaware State Parks employee who was assigned to Fort DuPont for many years and is the historian of Fort DuPont; and Jane Gracie, a senior business administrator at the University of Delaware.

Mr. Slavin advised that the initial appointments were for three years and then staggered going forward.

**Ms. Rogers moved for approval of the appointments to the board of directors of Friends of Fort DuPont. The motion was seconded by Mr. Foreman and carried with Mr. Graci recusing himself.**

**LAND USE PLANNING COMMITTEE PRESENTATION**

Mr. David Edgell, Chair of the FDRPC Land Use Planning Committee, advised that the committee had been meeting since late last year, holding six sessions. The plan has been presented to the Delaware City Council, Planning Commission, and at a recent community meeting.

Mr. Edgell noted that the committee was tasked with reviewing and updating the old campus plan. He advised that instead of focusing on specific buildings, the committee took a broader view, considering the overall opportunities for the campus. Mr. Edgell stated that the new land use map will replace the old plan

and will guide Fort DuPont moving forward. A companion document, detailing these recommendations, will be shared at the next FDRPC meeting.

Mr. Edgell reviewed the map depicting the committee's recommendations (Exhibit 2) and noted the following:

- Existing Features to Remain Unchanged (depicted in white): Key elements like the New Castle County wastewater treatment plant, National Guard facility, and DNREC boat ramp will remain unchanged. Open spaces, such as the parade ground and recreational areas, will be preserved.
- Open Space Recreation (depicted in light green): These areas include floodplains, wetlands, and woodlands along the river, all protected by environmental regulations. These areas will serve as recreational assets while preserving the natural environment of the campus. The parade ground, as the central open space and defining feature of the campus, will remain unchanged. The committee agreed it should continue to be the heart of the campus. Additionally, the DNREC boat ramp will remain a permanent asset to the campus for the foreseeable future, barring any changes due to funding or other factors.
- Residential Areas (depicted in yellow): These areas are existing communities or lots for sale and includes the Canal District, Officers Row and Marina Village. There is ongoing due diligence for Marina Village's development.
- Mixed-Use/Central Core of the Campus (depicted in purple): This area represents the historic core of the campus, containing many of its older buildings. The primary goal is to promote adaptive reuse and preservation of these historic structures, as they are central to the campus's identity and appeal. Infill development should be encouraged where possible. There is space for new duplexes in this area, which should be designed in accordance with the architectural style of the campus.

While the older buildings present redevelopment challenges, they also offer significant opportunities to create unique and appealing spaces. Each building will need time to find its best use, which could include residential, commercial, office, or other purposes.

- Opportunity Areas: Six opportunity areas have been identified for future development:
  1. Marine Mixed Use (depicted in pink): This area was identified as a very ambitious, full-scale marina and a commercial marine district in the original plan. The committee, as well as the community, envision this area as a community asset for all of Delaware City with a marina or other water-access uses and possibly commercial and residential components. The land is currently owned by the Army Corps of Engineers, but efforts are underway to transfer ownership to Fort DuPont. This is the site of a dredge spoil pile.
  2. Marina Village/Residential (depicted in yellow): This is the area for Marina Village, the subdivision plan for 130 stack townhomes. The project is working its way through the due diligence and approval processes. The committee recommended that this area remain residential, should Marina Village not proceed, with the caveat that view sheds and open space components in future development be considered more in the design.

3. Active Recreation (depicted in dark green): A central area for recreational facilities like parks and trails. There are schematic plans for park amenities like playing courts, gazebos, amphitheaters, a dog park, trails, and pathways. This area is envisioned as a central hub for active recreational uses on the campus. The elevated bicycle and pedestrian trail, included in the capital plan and budget request, would be a trail head connecting the campus and providing flood protection for added resiliency.
4. Parade Ground Frontage/Mixed-Use Development (depicted in purple): The original plan showed this piece of land with a building about the size of the Painter Building, which could be a multi-story, mixed-use building with architecture matching the existing buildings. Since this area is a low point on the campus, stormwater and environmental issues need to be considered before any large building is constructed.
5. Light Industrial District (depicted in light grey): This is the location of the food storage warehouse currently leased by Government Support Services. They will vacate the space in 2026, after which the warehouse will remain an asset of the FDRPC. It is expected to be leased to another tenant, with the intent to continue its use in that location. Additional land in this block is available for other purposes, such as light warehousing, parking, or other activities that could generate jobs or economic activity on the campus. Consideration should be given to ensuring that these uses are architecturally consistent with the campus. The committee recommended against heavy industrial uses that would cause smoke, dust, or excessive truck traffic. Concentrating light industrial uses in this part of the campus will help limit truck traffic throughout the area.
6. Southfield (depicted in purple): A potential mixed-use development area, similar in size to the Marina Village area, with both residential and commercial possibilities. This land is currently under 6F protections and will not be wholly available until adjustments are made to 6F. The committee's sentiment was that this should be a mixed-use development that matches the style and scale of the area, offering both residential and commercial spaces, as well as promoting walkability and enhancing the campus core. There are developers actively engaged in these kinds of projects, so this is not an unattainable vision.

**Mr. Baltazar-Lopez moved for approval of the Land Use Plan, seconded by Ms. Rogers and carried with Mr. Edgell recusing himself.**

### **TREASURER'S REPORT**

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

### **EXECUTIVE DIRECTOR'S REPORT**

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

**Bio Basin Project** – Completion of the bio basins on the campus was scheduled for this summer. Bio Basin 2 is finished, and Bio Basin 3 is currently under construction. Once 3 is completed, work will continue on Basins 4 and 5. Basin 3 is the largest of the projects, and it involves quite a bit of excavation.



**Branch Canal Revetment and Promenade Project** – The revetment and promenade project is currently out for bid, with bids due Thursday, August 15th at 3 p.m. This project is running in tandem with some open permitting issues with the Army Corps of Engineers and DNREC. However, DNREC cannot issue their permit until the Army Corps of Engineers issues theirs.

**Branch Canal Ownership Issue** – We had a productive site visit with Senator Carper and staff from both his Delaware office and the Senate Committee on Environment and Public Works (EPW), which he chairs. The dialogue with the Army Corps of Engineers regarding the transfer of the upland parcel is ongoing, and they are moving into deeper discussions. Their chief concern is retaining areas for dredge material. Staff is exploring compromise solutions that would allow them to coexist in that space, should the Army Corps still require it for dredging purposes.

**Old Battery Lane Duplexes** – Mobilization has been delayed due to continued utility marking. This speaks to the issue of infrastructure. They are unable to locate some utilities on the site. Despite using maps, the site utility locator service has not been able to find them in the ground. One area of particular concern is the fiber optic line that the state installed, which needs to be located. They are bringing in ground-penetrating radar to map everything out. Once that is complete, they will be ready to proceed.

**Mr. Foreman 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 June 10, 2024**

**Mr. Foreman moved for acceptance of the FDRPC Finance and Audit Committee Report of June 10, 2024. The motion was seconded by Mr. Edgell and unanimously carried.**

#### **FDRPC Executive Committee Meeting of June 24, 2024**

**Mr. Foreman moved for acceptance of the FDRPC Executive Committee Report of June 24, 2024. The motion was seconded by Mr. Edgell and unanimously carried.**

### **DELAWARE CITY UPDATES**

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

Starting September 9th, we will begin upgrading the street lights from across the street all the way down to the water.

September 24th, the city is holding a special election to fill a vacant council seat. The last day to apply to run as a candidate is August 26th. Applications are available at Town Hall or on the website at [delawarecity.org](http://delawarecity.org).

The next mayor and council meeting is Monday, August 19th at 6:00 p.m.

The city has started cutting down the phragmites and tall grass along the canal. The plan is to develop an annual maintenance process to help with the regrowth.

Ongoing projects include the community center HVAC project, the ramp project at the library and the generator project.

On August 26th, the town will participate in the 'Turn the Town Teal' ovarian cancer awareness event. Volunteers are needed on the day of the event to hang teal bows around town and distribute information to local businesses. If anyone would like to help, they will begin at 10:00 a.m. on August 26<sup>th</sup> at Town Hall.

### **PUBLIC COMMENT**

None.

### **RECESS INTO EXECUTIVE SESSION**

**Mr. Foreman moved to recess into Executive Session pursuant to 29 Del. C. §10004(b)(9) Personnel matters in which the names, competency and abilities of individual employees or students are discussed, unless the employee or student requests that such a meeting be open. The motion was seconded by Mr. Edgell and unanimously carried.**

The meeting recessed at 10:19 a.m. and reconvened at 10:23 a.m.

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

**Mr. Foreman moved for approval of the increase in the executive director's salary effective July 1, 2024. The motion was seconded by Mr. Graci and unanimously carried.**

### **NEXT MEETING DATE**

The next meeting is scheduled for September 11, 2024, at 9:30 a.m.

### **ADJOURNMENT**

**Mr. Edgell moved for adjournment, seconded by Mr. Graci and unanimously carried.**

**The meeting adjourned at 10:24 a.m.**

APPROVED: October 9, 2024

### **Exhibits**

Exhibit 1 – Presentation – Audit Highlights

Exhibit 2 – Map Depicting Land Use Committee Recommendations

# Fort DuPont Redevelopment and Preservation Corporation

Presented by:

George G. Fournaris, CPA, CGFM ([gfournaris@belfint.com](mailto:gfournaris@belfint.com))

Elizabeth Wyjadka, CPA ([EWyjadka@belfint.com](mailto:EWyjadka@belfint.com))

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## Engagement

- Audit of the financial statements for the year ended June 30, 2023.
- Audits were performed under two sets of auditing standards:
  - Generally Accepted Auditing Standards and
  - *Government Auditing Standards*
- Fort DuPont Redevelopment and Preservation Corporation is a government entity, an Enterprise Fund, engaged in business-type activities and a component unit of the State of Delaware.



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## Engagement Results and Deliverables

- Financial audit with a qualified opinion,
- Independent Auditor's Report under *Government Auditing Standards* with findings and recommendations.



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## Financial Audits

### Summary

- Comparative financial statements presented,
- Audited financial statements were prepared using the economic resources measurement focus and the accrual basis of accounting in conformity with GAAP applicable to governmental entities, except for the following matter,

### Significant Audit Matters

- Qualified Opinion
  - Recorded the capital assets originally donated by the State of Delaware at insured and assessed values rather than acquisition value, required by GAAP.
  - Amount by which this departure would affect the assets, net position, and expenses of the Organization has not been determined.

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## Financial Audits (cont.)

### Significant Audit Matters (cont.)

- Estimates
  - Accounting estimates are an integral part of the financial statements,
  - Most sensitive estimate is allocated overhead costs that are capitalized which are based on historical experience.
- Disclosures
  - Most sensitive disclosure is of the Capital Assets disclosure (Note 4 to the financial statements). It is sensitive due to the significance of the balances disclosed and because of the departure from GAAP in the valuation of the capital assets, originally donated by the State.

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## Financial Audits (cont.)

### Significant Audit Matters (cont.)

- Corrected and Uncorrected Misstatements
  - Provided as Attachments A and B to the Communications Letter.
- Other Significant Audit Matters
  - No disagreements with management,
  - Received all requested management representations,
  - No management consultations with other accountants.

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## Audit Under Government Auditing Standards

- Performed under standards issued by the Comptroller General of the United States,
- Considers Internal Control Over Financial Reporting,
- Tests Compliance with Laws and Regulations,
- Three Findings Reported – Neither are a Material Weakness
  - Significant Deficiency – Financial Reporting Close Process
  - Significant Deficiency – Allocation of Costs, Cost of Properties Sold
  - Significant Deficiency – Cash Disbursement Documentation and Approval
  - Prior Year Significant Deficiency – Valuation of Donated Capital Assets

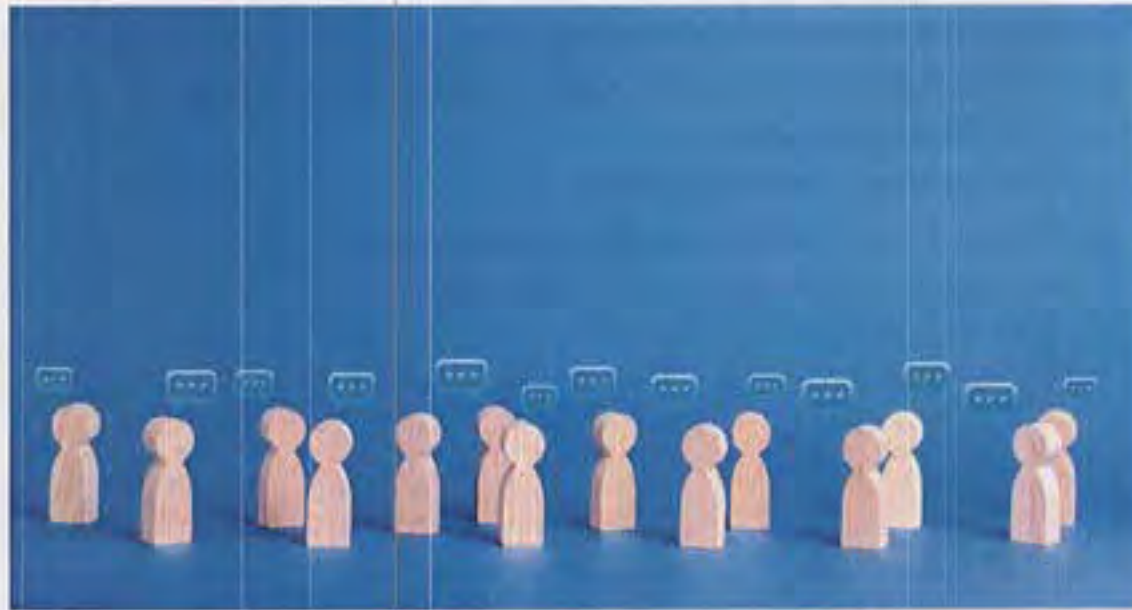
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## Questions & Comments

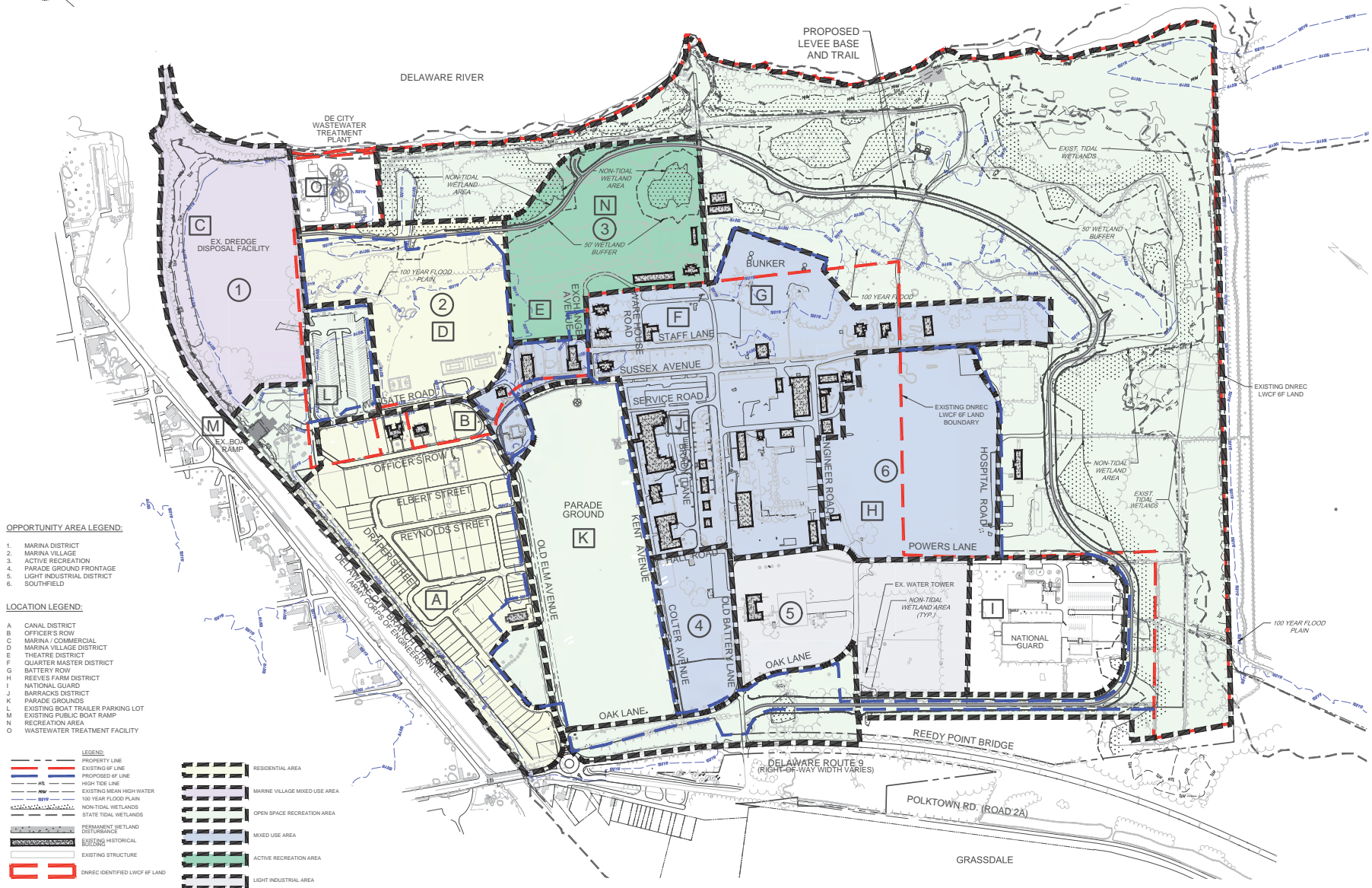


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**OPPORTUNITY AREA LEGEND:**

- 1. MARINA DISTRICT
- 2. MARINA VILLAGE
- 3. ACTIVE RECREATION
- 4. PARADE GROUND FRONTAGE
- 5. LIGHT INDUSTRIAL DISTRICT
- 6. SOUTHFIELD

**LOCATION LEGEND:**

- A. CANAL DISTRICT
- B. OFFICERS ROW
- C. MARINA / COMMERCIAL
- D. MARINA VILLAGE DISTRICT
- E. THEATRE DISTRICT
- F. QUARTER MASTER DISTRICT
- G. BATTERY ROW
- H. REEVES FARM DISTRICT
- I. NATIONAL GUARD
- J. BARRACKS DISTRICT
- K. PARADE GROUNDS
- L. EXISTING BOAT TRAILER PARKING LOT
- M. EXISTING PUBLIC BOAT RAMP
- N. RECREATION AREA
- O. WASTEWATER TREATMENT FACILITY

**LEGEND:**

- PROPERTY LINE
- EXISTING SF LINE
- PROPOSED SF LINE
- HIGH TIDE LINE
- EXISTING MESH HIGH WATER
- 100 YEAR FLOOD PLAN
- STATE TIDAL WETLANDS
- PERMANENT WETLAND DISTURBANCE
- EXISTING HISTORICAL
- EXISTING STRUCTURE
- DNREC IDENTIFIED LWCF OF LAND
- DNREC IDENTIFIED LWCF OF LAND SWMP

- RESIDENTIAL AREA
- MARINE VILLAGE MIXED USE AREA
- OPEN SPACE RECREATION AREA
- MIXED USE AREA
- ACTIVE RECREATION AREA
- LIGHT INDUSTRIAL AREA



# FORT DUPONT MASTER PLAN 2024



**Fort DuPont Redevelopment and Preservation Corporation**

**Budget vs. Actuals: Budget\_FY25\_P&L - FY25 P&L**

**July 2024 - June 2025**

Aug 2024

	Actual	Budget	over Budget	% of Budget
<b>Income</b>	\$ -	\$ -	\$ -	
4010 State Appropriation	\$ 775,000.00	\$ 2,250,000.00	\$ (1,475,000.00)	34.44%
4025 Operations Funding	\$ -	\$ -	\$ -	
<b>4100 RENTAL INCOME</b>	\$ 14,902.53	\$ 218,221.29	\$ (203,318.76)	6.83%
4100-46 OBL Duplexes	\$ -	\$ 80,000.00	\$ (80,000.00)	0.00%
4100-DN DNREC	\$ -	\$ 10,500.00	\$ (10,500.00)	0.00%
4100-G Garden Plot Rental	\$ -	\$ 1,050.00	\$ (1,050.00)	0.00%
4100-OM OMB	\$ -	\$ 9,315.00	\$ (9,315.00)	0.00%
4100-S Storage	\$ (100.00)			
<b>4110 SPECIAL EVENT REVENUE</b>	\$ 4,000.00	\$ 5,600.00	\$ (1,600.00)	71.43%
4111 Misc Events	\$ -	\$ -	\$ -	
<b>Total 4110 SPECIAL EVENT REVENUE</b>	\$ 4,000.00	\$ 5,600.00	\$ (1,600.00)	71.43%
<b>4130 CAM REVENUE</b>	\$ -	\$ -	\$ -	
4131 Lawncare - CAM (State Tenants)	\$ -	\$ 16,040.00	\$ (16,040.00)	0.00%
4132 Snow/Ice - CAM (State Tenants)	\$ -	\$ 25,112.00	\$ (25,112.00)	0.00%
<b>Total 4130 CAM REVENUE</b>	\$ -	\$ 41,152.00	\$ (41,152.00)	0.00%
<b>4150 TENANT REIMBURSEMENTS</b>	\$ -	\$ -	\$ -	
4151 Utility Reimbursements	\$ 11,977.89	\$ 133,776.00	\$ (121,798.11)	8.95%
<b>Total 4150 TENANT REIMBURSEMENTS</b>	\$ 11,977.89	\$ 133,776.00	\$ (121,798.11)	8.95%
<b>Total 4100 RENTAL INCOME</b>	\$ 30,780.42	\$ 499,614.29	\$ (468,833.87)	6.16%
4200 REAL ESTATE SALES	\$ -	\$ 125,000.00	\$ (125,000.00)	0.00%
4500 HTC CREDITS	\$ -	\$ 188,000.00	\$ (188,000.00)	0.00%
<b>Total Income</b>	\$ 805,780.42	\$ 3,062,614.29	\$ (2,256,833.87)	26.31%
Cost of Goods Sold	\$ -	\$ -	\$ -	
5000 *Cost of Goods Sold	\$ -	\$ -	\$ -	
<b>Total Cost of Goods Sold</b>	\$ -	\$ -	\$ -	
<b>Gross Profit</b>	\$ 805,780.42	\$ 3,062,614.29	\$ (2,256,833.87)	26.31%



	Actual	Budget	over Budget	% of Budget
Expenses	\$ -	\$ -	\$ -	
6030 Bank Charges	\$ 25.00	\$ 900.00	\$ (875.00)	2.78%
6400 Building Improvements{77}	\$ -	\$ -	\$ -	
6409c 09c Painting-Interior	\$ -	\$ -	\$ -	
6417 Supplies & Materials	\$ -	\$ -	\$ -	
6456 Permitting	\$ -	\$ -	\$ -	
<b>Total 6400 Building Improvements{77}</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
6460 ENVIRONMENTAL	\$ -	\$ 118,000.00	\$ (118,000.00)	0.00%
6464 Soil Analysis	\$ 2,596.00	\$ -	\$ 2,596.00	
<b>Total 6460 ENVIRONMENTAL</b>	<b>\$ 2,596.00</b>	<b>\$ 118,000.00</b>	<b>\$ (115,404.00)</b>	<b>2.20%</b>
6480 SPECIAL EVENT EXPENSES	\$ 123.33	\$ 6,000.00	\$ (5,876.67)	2.06%
6486 Pints & Pumpkins	\$ -			
6487 Family Movie Night	\$ 580.00			
<b>Total 6480 SPECIAL EVENT EXPENSES</b>	<b>\$ 703.33</b>			
6500 PROFESSIONAL FEES	\$ -	\$ 59,285.18	\$ (59,285.18)	0.00%
6501 Clerical	\$ 1,084.34			
6505 Prof Fees - Engineering	\$ 4,332.00	\$ 183,000.00	\$ (178,668.00)	2.37%
6505-02 Master Planning	\$ 6,550.75			
6505-10 Living Shoreline	\$ 3,759.25			
6505-14 Marina Village	\$ 1,100.00			
6505-20 Branch Canal	\$ 13,803.50			
<b>Total 6505 Prof Fees - Engineering</b>	<b>\$ 29,545.50</b>			
6515 Prof Fees - Architectural	\$ -	\$ 1,600.00	\$ (1,600.00)	0.00%
6520R Prof Fees - Legal	\$ 10,683.48	\$ 200,000.00	\$ (189,316.52)	5.34%
6525R Prof Fees - Accounting	\$ 2,775.00	\$ 51,500.00	\$ (48,725.00)	5.39%
6545 Roadways/Utilities	\$ -	\$ -	\$ -	
<b>Total 6500 PROFESSIONAL FEES</b>	<b>\$ 44,088.32</b>	<b>\$ 495,385.18</b>	<b>\$ (451,296.86)</b>	<b>8.90%</b>
6535 PERMITTING	\$ 195.00	\$ 8,300.00	\$ (8,105.00)	2.35%
6600R FEES - OTHER	\$ 2,500.00	\$ -	\$ 2,500.00	
6601 Rotary	\$ 365.00			
6610 Bank Fees	\$ 50.00	\$ 1,000.00	\$ (950.00)	5.00%
6625 Bank Charges	\$ -	\$ -	\$ -	
6627 Applied Bank Fees	\$ -	\$ 9,000.00	\$ (9,000.00)	0.00%
<b>Total 6625 Bank Charges</b>	<b>\$ -</b>	<b>\$ 9,000.00</b>	<b>\$ (9,000.00)</b>	<b>0.00%</b>
6631 Del City Rental Tax	\$ -	\$ 3,988.68	\$ (3,988.68)	0.00%
<b>Total 6600R FEES - OTHER</b>	<b>\$ 2,915.00</b>	<b>\$ 13,988.68</b>	<b>\$ (11,073.68)</b>	<b>20.84%</b>
6700 IMPROVEMENTS	\$ -	\$ 700,000.00	\$ (700,000.00)	0.00%
6704 Building 45-1308 Officers Row	\$ -	\$ -	\$ -	
6706 Building 15-Post Headquarters	\$ -	\$ -	\$ -	
6716 Canal District	\$ -	\$ -	\$ -	
6710.11 Canal Stabilization	\$ 262.50			
6716.30 Roads/Utilities	\$ -	\$ -	\$ -	
<b>Total 6716 Canal District</b>	<b>\$ 262.50</b>	<b>\$ -</b>	<b>\$ 262.50</b>	
6717 Site Utilities	\$ -			
6720 Old Elm	\$ 100.00			
6721 Roundabout	\$ -	\$ -	\$ -	
6724 Marina	\$ -	\$ -	\$ -	
6734 Building 23-Band Barracks	\$ -			
6737 Building 68-Warehouse	\$ 6,422.42			
6738 Duplexes on OBL	\$ -	\$ -	\$ -	
6738-01 Building 26	\$ -	\$ -	\$ -	
6738-02 Building 27	\$ -	\$ -	\$ -	

	Actual	Budget	over Budget	% of Budget
<b>Total 6738 Duplexes on OBL</b>	\$ -	\$ -	\$ -	-
6741 Building 30-Stable	\$ -	\$ -	\$ -	-
6747 Building 19	\$ 2,100.00			
6748 Building 52-Tilton	\$ 1,440.00	\$ -	\$ 1,440.00	
6749 Pump House	\$ 8,757.00			
6770 DNREC Maintenance Bldg	\$ -	\$ -	\$ -	-
6772 Park & Recreation Amenities	\$ -	\$ -	\$ -	-
<b>Total 6700 IMPROVEMENTS</b>	<b>\$ 19,081.92</b>	<b>\$ 700,000.00</b>	<b>\$ (680,918.08)</b>	<b>2.73%</b>
6769 DNREC Relocation	\$ -	\$ -	\$ -	-
6800 SITE UTILITIES	\$ -	\$ -	\$ -	-
6810 Electric	\$ 18,508.87	\$ 212,776.00	\$ (194,267.13)	8.70%
6815 Gas	\$ -	\$ 4,000.00	\$ (4,000.00)	0.00%
6820 Water	\$ 512.88	\$ 14,000.00	\$ (13,487.12)	3.66%
6825 Sewer	\$ 1,737.74	\$ 12,000.00	\$ (10,262.26)	14.48%
6835 Trash	\$ 690.00	\$ 4,000.00	\$ (3,310.00)	17.25%
<b>Total 6800 SITE UTILITIES</b>	<b>\$ 21,449.49</b>	<b>\$ 246,776.00</b>	<b>\$ (225,326.51)</b>	<b>8.69%</b>
7000 OPERATING EXPENSES	\$ 324.73	\$ -	\$ 324.73	
7009 Computer Support	\$ 856.11	\$ 6,000.00	\$ (5,143.89)	14.27%
7010 Office Supplies	\$ 3,177.20	\$ 15,500.00	\$ (12,322.80)	20.50%
7015 Taxes & Licenses	\$ -	\$ 300.00	\$ (300.00)	0.00%
7020 Travel	\$ 1,437.35	\$ 5,000.00	\$ (3,562.65)	28.75%
7025 Meals and Entertainment	\$ 137.97			
7030 Utilities - Office	\$ 12,481.28	\$ 14,076.00	\$ (1,594.72)	88.67%
7035 Phone/Internet - Office	\$ -	\$ 3,600.00	\$ (3,600.00)	0.00%
7040 Repairs & Maintenance	\$ -	\$ 6,000.00	\$ (6,000.00)	0.00%
7051 Uniforms	\$ -	\$ 3,000.00	\$ (3,000.00)	0.00%
<b>Total 7000 OPERATING EXPENSES</b>	<b>\$ 18,414.64</b>	<b>\$ 53,476.00</b>	<b>\$ (35,061.36)</b>	<b>34.44%</b>
7100 COMMON AREA MAINTENANCE	\$ -	\$ 25,000.00	\$ (25,000.00)	0.00%
7105 Lawn Care	\$ 47,200.00	\$ 114,000.00	\$ (66,800.00)	41.40%
7110 Storm Water Management	\$ -	\$ 3,100.00	\$ (3,100.00)	0.00%
7115 Pest Control	\$ -	\$ 1,700.00	\$ (1,700.00)	0.00%
7120 Fire & Security Monitoring	\$ 375.00	\$ 4,600.00	\$ (4,225.00)	8.15%
7125 Snow & Ice Removal	\$ -	\$ 10,000.00	\$ (10,000.00)	0.00%
7130 Building Repairs & Maintenance	\$ -	\$ 2,500.00	\$ (2,500.00)	0.00%
7140 Landscaping Maintenance	\$ 91,452.56	\$ 73,000.00	\$ 18,452.56	125.28%
7141 Auto	\$ 16.77	\$ 5,000.00	\$ (4,983.23)	0.34%
7145 Equipment Expense	\$ -	\$ 15,000.00	\$ (15,000.00)	0.00%
7830 Utilities	\$ -	\$ 20,000.00	\$ (20,000.00)	0.00%
<b>Total 7100 COMMON AREA MAINTENANCE</b>	<b>\$ 139,044.33</b>	<b>\$ 273,900.00</b>	<b>\$ (134,855.67)</b>	<b>50.76%</b>
7200 DEBT EXPENSE	\$ -	\$ -	\$ -	-
7205 P & I - Applied Bank 810	\$ 12,012.70	\$ 78,047.00	\$ (66,034.30)	15.39%
7206 P & I - Applied 0380	\$ 10,121.49	\$ 56,539.00	\$ (46,417.51)	17.90%
7225 DEBT EXPENSE WSFS LOAN	\$ -	\$ -	\$ -	-
<b>Total 7200 DEBT EXPENSE</b>	<b>\$ 22,134.19</b>	<b>\$ 134,586.00</b>	<b>\$ (112,451.81)</b>	<b>16.45%</b>
7300 Depreciation Expense	\$ -	\$ -	\$ -	-
7500 MARKETING EXPENSES	\$ 350.00	\$ 42,000.00	\$ (41,650.00)	0.83%
7510 Advertising & Promotion	\$ -	\$ -	\$ -	-
7550 Website & Social Media	\$ -	\$ -	\$ -	-
7555 Marketing - Other	\$ -	\$ -	\$ -	-
<b>Total 7500 MARKETING EXPENSES</b>	<b>\$ 350.00</b>	<b>\$ 42,000.00</b>	<b>\$ (41,650.00)</b>	<b>0.83%</b>

	Actual	Budget	over Budget	% of Budget
7700 PAYROLL EXPENDITURES	\$ -	\$ -	\$ -	
7710 401k	\$ 1,123.62	\$ 17,500.00	\$ (16,376.38)	6.42%
7720 Employee Benefits - Health	\$ 22,373.14	\$ 80,528.40	\$ (58,155.26)	27.78%
7721 Employee Benefits - Dental	\$ (256.08)	\$ 9,408.06	\$ (9,664.14)	-2.72%
7722 Employee Benefits - Vision	\$ 170.20			
7723 Employee Benefits - FSA	\$ -			
7730 Payroll Tax Expense	\$ 6,946.37	\$ 41,335.00	\$ (34,388.63)	16.81%
Total 7740 Salaries & Wages	\$ 94,123.75	\$ 646,727.13	\$ (552,603.38)	14.55%
7750 Payroll Service Fees	\$ 351.92	\$ 2,627.44	\$ (2,275.52)	13.39%
<b>Total 7700 PAYROLL EXPENDITURES</b>	<b>\$ 124,832.92</b>	<b>\$ 798,126.03</b>	<b>\$ (673,293.11)</b>	<b>15.64%</b>
7850 INSURANCE	\$ 3,937.60	\$ 135,249.93	\$ (131,312.33)	2.91%
7851 General Liability	\$ 11,396.95			
7852 Flood Insurance	\$ 1,560.00			
7853 Property	\$ 53,799.13			
7855 Workers Comp Insurance	\$ 1,522.00			
7856 Auto	\$ 2,771.00			
7857 D & O/ E&O Insurance	\$ 8,367.80			
<b>Total 7850 INSURANCE</b>	<b>\$ 83,354.48</b>			
Administrative Expenses	\$ -	\$ -	\$ -	
Legal Fees - Operating	\$ -	\$ -	\$ -	
Property Management & Other Expense	\$ -	\$ 31,803.63	\$ (31,803.63)	0.00%
7880 Repair & Maintenance	\$ -	\$ -	\$ -	
7890 Payroll	\$ -	\$ -	\$ -	
7900 Security	\$ -	\$ -	\$ -	
7910 Supplies	\$ -	\$ -	\$ -	
<b>Total Property Management &amp; Other Expense</b>	<b>\$ -</b>	<b>\$ 31,803.63</b>	<b>\$ (31,803.63)</b>	<b>0.00%</b>
<b>Total Expenses</b>	<b>\$ 479,184.62</b>	<b>\$ 3,058,491.45</b>	<b>\$ (2,589,428.32)</b>	<b>15.34%</b>
<b>Net Operating Income</b>	<b>\$ 326,595.80</b>	<b>\$ 4,122.84</b>	<b>\$ 332,594.45</b>	<b>8167.12%</b>
Other Income	\$ -	\$ -	\$ -	
Reimbursed Expenses	\$ -	\$ -	\$ -	
<b>Total Other Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Other Expenses	\$ -	\$ -	\$ -	
ASK MY ACCOUNTANT	\$ (4,354.00)			
Miscellaneous	\$ -	\$ -	\$ -	
<b>Total Other Expenses</b>	<b>\$ (4,354.00)</b>	<b>\$ -</b>	<b>\$ (4,354.00)</b>	
<b>Net Other Income</b>	<b>\$ 4,354.00</b>	<b>\$ -</b>	<b>\$ 4,354.00</b>	
<b>Net Income</b>	<b>\$ 330,949.80</b>	<b>\$ 4,122.84</b>	<b>\$ 326,826.96</b>	<b>8027.23%</b>



## Executive Director Monthly Report

For the period August 1, 2024 to September 31, 2024

Our board meeting will be held on October 9, at 9:30 a.m. at the **Delaware City Fire Hall**. Board packets will be distributed via email (as a pdf attachment).

**Audit for FY 24. Underway.** An entrance conference for the FY 24 audit was held on September 4<sup>th</sup>. Belfink, Lyons, and Shuman (BLS) is conducting the audit.

**Land Use Master Plan.** The supporting document for the Land Use Master Plan has been placed in the packets for the October 9, 2024 meeting. The document was drafted by Board member (and Land Use Planning Committee chair) David Edgell and FDRPC Planner Valerie Miller.

**August 8<sup>th</sup> visit by Senator Carper.** U.S. Senator Thomas Carper toured the Fort DuPont campus on August 8<sup>th</sup>, along with staff members. Topics discussed were the availability of EPA brownfield remediation funding, eligibility for USDA program funding, and the open issue of the transfer of the 'uplands' parcel from the U.S. Army Corps of Engineers to FDRPC. A follow up visit and in-depth tour of buildings and land was conducted by John Gentile of the Senator's state staff.

**Andrew Dinsmore and USDA.** FDRPC Executive Director Tim Slavin has opened a dialogue with Andrew Dinsmore of the Delaware office of the USDA. Dinsmore recently assumed the position of Director of the office, after having served on Senator Coons's staff. Dinsmore was previously involved with the issues pertaining to the uplands parcel transfer from the US Army Corps of Engineer.

**UVW/UD partnership for EPA funding.** FDRPC Planner Valerie Miller has initiated a dialogue with the University of West Virginia and the University of Delaware on the availability of EPA funding for brownfield related issues on Fort DuPont. The campus has a total of fourteen (14) separate Operable Units of brownfield concern. However, the fourteen separate OUs do not comprise large areas of land in need of assessment, testing, and possible remediation. FDRPC's approach to address the balance of all lands on the campus.

**Bid for Revetment project.** The project for the revetment of the Branch Canal bank has been successfully bid. The bids were advertised in both the News Journal and The Weekly and were distributed by Verdantas to contactors with known interest in this type of work. A mandatory pre-bid meeting was held with seven (7) firms present, only two (2) of which submitted bids at the deadline. The low bid exceeds the amount originally budgeted and the award from FEMA. An amended budget and award amount has been submitted to FEMA.

**Banking RFP to be issued October 10, 2024.** A Request for Proposal for banking services will be issued by FDRPC on October 10, 2024. The results of the RFP will be brought before the Board at its December 11, 2024, meeting, with an anticipated start date for a new contract being January 1, 2025.

## **Capital Projects**

- **Marina Village.** A meeting was held with DNREC State Parks on August 5, 2024. FDRPC accepted that the Section 106 (of the National Historic Preservation Act) review would yield a finding of Adverse Effect. The next step would be to gather a list of the cultural resources affected and address how the effect was addressed and/or how it could be mitigated. DNREC State Parks was to provide a draft scope of work, and a list of documentation previously gathered by DNREC for this review. The Cultural Resources Unit for DNREC provided the scope of work for this on September 12, 2024. The list of previously gathered documentation to support this process remains an open issue.
- **Bio Basins.** Bio Basin #2 is now complete and awaiting final inspection and approval by DNREC. Bio Basin #3 is complete and awaiting final inspection by DNREC. Bio Basins #4 and #5 have been staked; work is expected to mobilize before October 11, 2024.
- **Branch canal ownership.** An online meeting was held with staff from Senator Carper's office, U.S. Army Corps of Engineers, and the Senate Environment and Public Works (EPW) committee. USACE and EPW staff on August 30, 2024. The USACE stated that

the uplands parcel could be transferred and was no longer needed for dredge materials. A caveat to this path forward is that a receiving party would need to be in place for the remaining portions of the transfer (the north bank of the Branch Canal). The USACE stated that they would continue to own the waterway.

- **Old Battery Lane (OU-6).**

- a. The Environmental Covenant was recorded with New Castle County on November 21, 2023.
- b. The Certificate of Completion of Remedy (COCR) was issued by DNREC on January 23, 2024, and recorded on January 30, 2024.
- c. The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.
- d. Brady Lane project.
  - This project will bring sewer and water online for the two duplexes completed by FDRPC in 2022.
  - The project resides inside the boundaries for OU-8.
  - The project was successfully bid on, and an award has been made to A-Del.
  - The pre-construction meeting was held June 8, 2024, with representatives of DNREC, A-Del, and FDRPC.
  - Utility identification and marking has occurred on the construction in advance of environmental controls. An unexpected delay is the discovery of previously unknown utilities in the area; FDRPC has contracted for additional identification and marking.
  - An inspection of the site was conducted by DNREC on July 30 and the site meets requirements.
  - This site is now under full construction. Water and sewer lines are being installed and the base for new sidewalks along the north side of Old Battery Lane has been installed. Additional utility work related to electric and tree removal has been completed.

- **Archives Building (OU-10)**

- a. The Environmental Covenant was recorded with New Castle County on February 2, 2024.
- b. The Certificate of Completion of Remedy (COCR) was issued by DNREC on May 2, 2024.
- c. FDRPC has finished removing the wells and submitted the necessary paperwork to DNREC for approval.
- d. The Sediment and Stormwater Permit was issued by DNREC on January 30, 2024.
- e. Project estimates are received and within the estimated budget. FDRPC will serve as the general contractor on this project and manage the sub-contractors.
- f. Project is dependent on funding.

## Operations

- **Real estate update.**
  - a. Real Estate for sale
    - 1311 Officers Row remains listed at \$125,000.
  - b. Leasing: Rentals are at 100% occupancy as of October 1, 2024.
- **Friends of Fort DuPont.** The inaugural meeting of the Friends was held on September 17, 2024. The board of directors approved the revised by-laws and elected Michael Lutz as its first president. Mr. Lutz is a property owner and resident of the Canal District on the Fort DuPont campus.
- **FOIA Officer.** There were no FOIA requests presented for August or September of 2024.

## Upcoming Community Events

- On **Friday October 11, 2024**, FDRPC will host its annual **Pints and Pumpkins** event for residents of Fort DuPont. The event is scheduled for 6:00 p.m. to 9:00 p.m. Food is provided by FDRPC (from a Delaware City business); residents are asked to bring chairs. Mike Miller will again perform a set of acoustic music.
- On **Friday October 25, 2024**, FDRPC will host a **Family Movie Night** on the Parade Grounds. The event is free and open to the public. Attendees are asked to bring their own chairs, food, and drinks.

## Completed Community events

**August 6 National Night Out.** FDRPC staff Janice Moturi, Crystal Pini McDaniel, Larry McLaren, and Tim Slavin staffed a table at the National Night Out in Battery Park in Delaware City. Free native species plants were offered to anyone interested; the plants were grown from seeds collected on the Fort DuPont campus.

**Aug 26 Teal Ribbons.** FDRPC staff members Crystal Pini McDaniel, Janice Moturi, and Tim Slavin assisted with the placement of teal ribbons across Delaware City to mark Ovarian Cancer Awareness Month in September.

**Sept 11 Food Bank of Delaware (Newark).** FDRPC staff members Crystal Pini McDaniel, Janice Moturi, Valerie Miller, Larry McLaren, and Tim Slavin volunteered an afternoon of labor at the Food Bank of Delaware on September 11, 2024. The staff helped to

harvest and bundle a cilantro crop, as well as to create more than 20 planting mounds for pumpkins.

**Sept 16 Mayor and Council.** FDRPC Executive Director attended the September 16 Mayor and Council meeting.



**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION**  
**FINANCE AND AUDIT COMMITTEE**

The FDRPC Finance and Audit Committee meeting was held on July 19, 2024, at 3:00 p.m. via Zoom with the anchor location at the FDRPC Office at 260 Old Elm Avenue, Delaware City, Delaware, with Chair Michael Graci presiding.

**BOARD MEMBERS PRESENT**

Ms. Ruth Ann Miller (Controller General of the State of Delaware)

Dr. Courtney Stewart (Office of Management and Budget)

Mr. Bert Scoglietti (FDRPC Treasurer)

Mike Graci- Chair

**BOARD MEMBERS ABSENT**

\*

**STAFF MEMBERS PRESENT**

Tim Slavin

Janice Moturi

**OTHERS PRESENT**

\*

**APPROVAL OF MINUTES – FDRPC FINANCE AND AUDIT COMMITTEE MEETING OF**  
**\*July 19, 2024**

**\* Bert Scoglietti moved for approval of the FDRPC Finance and Audit Committee meeting minutes of \*June 10, 2024. The motion was seconded by Courtney Stewart \* and unanimously carried.**

**NEW BUSINESS**

1. Monthly Financial Report- May
  - a. State Appropriation/Sales/Other Revenues
  - b. Upcoming Large Expenditures
  - c. Cash Flow
  - d. Balances
2. Capital Projects Update
3. FY 2023 Audit

**7. FY 2025 Draft Operating and Capital Budget**

**\* Bert Scoglietti moved for Approval of audit results \*. The motion was seconded by Courtney Stewart\* and unanimously carried.**

**OLD BUSINESS**

**RECESS INTO EXECUTIVE SESSION -**

**\*Courtney Stewart moved to recess into executive session, seconded by Bert Scoglietti\* and unanimously carried.**

No Actions to vote on

**RECONVENE**

**\* Ruth Ann moved to reconvene the FDRPC Finance and Audit Committee meeting, seconded by Courtney Stewart\* and unanimously carried.**

Meeting reconvened at 3:40\* p.m.

**POTENTIAL ACTION TO BE VOTED UPON FROM EXECUTIVE SESSIONES**

**\*Bert moved for meeting Adjournment\*. The motion was seconded by Courtney Stewart\* and unanimously carried.**

**NEXT MEETING DATE**

The next meeting is scheduled for \*October 21, 2024, at 4:00 p.m.

**ADJOURNMENT**

**\*Courtney Stewart moved for adjournment, seconded by Bert Scoglietti\* and unanimously carried.**

Meeting Adjourned at 3:45\* p.m.

APPROVED: 9/9/24

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

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held July 29, 2024 via Zoom with the anchor location at the FDRPC office at 260 Old Elm Avenue, Delaware City, Delaware with Chair John McMahon presiding.

**CALL TO ORDER**

Chair McMahon called the FDRPC Executive Committee meeting to order at 11:02 a.m.

**COMMITTEE MEMBERS PRESENT**

Ms. Ruth Ann Miller (Controller General of the State of Delaware) (departed at 11:20 a.m.)  
Ms. Wendy Rogers (Resident of Fort DuPont)  
Dr. Courtney Stewart (Office of Management and Budget)

**COMMITTEE MEMBERS ABSENT**

Mr. Bert Scoglietti (FDRPC Treasurer)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director (departed at 11:28 a.m.)  
Ms. Janice Moturi, FDRPC Deputy Director/Controller (departed at 11:28 a.m.)  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP

**OTHERS PRESENT**

None

**APPROVAL OF MINUTES – FDRPC EXECUTIVE COMMITTEE MEETING OF JUNE 24, 2024**

**Ms. Rogers moved for approval of the June 24, 2024 FDRPC Executive Committee meeting minutes. The motion was seconded by Dr. Stewart and unanimously carried.**

**STATUS ON KEY PROJECTS**

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

**Land Use Planning Committee**

The Land Use Planning Committee has completed its task and public presentations of the plan were made on July 1 to the Delaware City Planning Commission, July 15 to the Delaware City Mayor and Council, and a community information session is scheduled for that evening, July 29. The plan is scheduled for consideration by the FDRPC Board on August 14, 2024.

**Bio Basins**

Bio Basin #3 has been surveyed and staked.

**Surplus Warehouse Building**

A new roof has been placed on the surplus warehouse building.

### Mobilization on Battery Lane

They are still awaiting mobilization by A-Del. The latest delay was a combination of weather, which stalled other projects they were on, and discovery of additional private utilities in the ground. They are marking all of that out this week to ensure no disruptions.

### Friends of Fort DuPont

The Friends of Fort DuPont is a private 501(c)(3) organization that runs parallel to the FDRPC Board. The initial Board for the Friends group must be appointed and approved by the FDRPC Board, setting the 501(c)(3) off on its own.

Commitments to date include: John McMahon - Board Liaison; Tim Slavin - ex-officio appointment; Michael Lutz - a resident and property owner who has served on the Land Use Planning Committee; and Corey Ford - Reedy Point Players. Cultivation conversations are scheduled with Laura Lee, the former site superintendent and a former FDRPC Board member with a deep love for the campus and its history; Jane Gracie, a financial manager at the University of Delaware; Randi Licciardello, Delaware City refinery, and former Senator Nancy Cook. The hope is to have a slate of candidates for Board approval on August 14, 2024, so that the Friends group can be enacted that day with the appointment of the board. They have identified about 15 different funding opportunities that they are eager to pursue.

### **EXECUTIVE SESSION**

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

The meeting recessed at 11:10 a.m. and reconvened at 11:40 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. Rogers and unanimously carried.**

The meeting adjourned at 11:40 a.m.

APPROVED: August 26, 2024

**RESOLUTION REGARDING GRASSDALE FINANCING**

**WHEREAS**, at closing on the Grassdale parcel on October 29, 2021, Fort DuPont Redevelopment & Preservation Corporation (the “Fort DuPont”) provided \$2.1 million of seller financing (the “Loan”) to the purchaser, Sun Fort Dupont RV LLC (the “Purchaser”) as part of the transaction; and,

**WHEREAS**, the Loan is secured by a purchase money mortgage (the “Mortgage”) against the Grassdale parcel, and is further secured by the personal guaranty of Mr. Todd E. Burbage; and,

**WHEREAS**, the Loan is due to be paid in full on October 29, 2025; and,

**WHEREAS**, Purchaser entered into a ground lease with Blue DuPont DE, LLC (the “Operator”), part of the Blue Water RV Parks and Campgrounds family of companies, to construct, operate, and manage an RV park on the Grassdale parcel, so as to bring tourism and economic development to Delaware City; and,

**WHEREAS**, the Operator now proposes to become the sole member of Purchaser, replacing the current member; and,

**WHEREAS**, notwithstanding the change in membership of the Purchaser, Mr. Todd E. Burbage remains as guarantor, the Mortgage remains in place, and all other terms and conditions of the transaction remain the same; and,

**WHEREAS**, the Board is satisfied that the change in membership of Purchaser will not prejudice Fort DuPont and will not impact the guaranty or Mortgage currently in place to protect the Loan.

**NOW, THEREFORE, BE IT RESOLVED**, that Fort DuPont does hereby approve the change in membership of the Purchaser to the Operator. Notwithstanding this approval, Fort DuPont reserves all other rights under the Mortgage and other documents evidencing or securing the Loan, and the approval of this change shall not be construed in any way to suggest that Fort DuPont may approve other changes or additions to membership of the Purchaser or may approve any other changes or additions to the Mortgage or other documents evidencing or securing the Loan.

I certify that the foregoing resolutions was adopted by the Board of Directors of the Company on the \_\_ day of \_\_\_\_\_, 2024

By: \_\_\_\_\_  
Title: \_\_\_\_\_