

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
BOARD OF DIRECTORS MEETING

**LOCATION: Room 301 of the Main Building on the DHSS Herman Holloway Campus
Rt. 13, 1901 N. DuPont Highway
New Castle, DE 19720**

February 27, 2015 – 9:00 a.m.

Meeting Minutes

ATTENDANCE

Council Members:

Susan Frank, Chairperson

David Small

Richard Cathcart

Herb Inden

Rick Geisenberger

Kevin Kelley

Kimberly Reinagel-Nietubicz (as designee for Michael Morton)

Herbert Netsch

Bert Scoglietti

Dale Slotter

Laura Lee

Staff:

Matthew P. Chesser, DNREC

Max Walton, Esq., Connolly Gallagher

Mike Mahaffie, Government Information Center

I. Call to Order/Introductions/Announcements

Ms. Susan Frank, Chairperson, called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at 9:08 a.m.

II. Old Business

a. Approval of Minutes:

Ms. Frank explained that the transcription service that was used for the previous meeting produced minutes too long to be useful and the minutes had to be re-summarized. Ms. Frank passed out draft minutes and the Board took a couple minutes to review them. A motion was made to approve minutes as written. Motion carried.

b. On-going discussions

- i. Engineering selection results – Mr. Chesser updated the Board on the latest round of proposals received from the three engineering firms bidding on the work at Fort DuPont. As a result of the requests for further information from the firms, the low bidder became Becker Morgan Group out of Dover, DE for \$110,000. As the Board had previously authorized Mr. Chesser to hire a firm, there was no vote taken to further approve this action.
- ii. Mr. Chesser also introduced a letter that he distributed around dated February 23, 2015 from the Office of State Planning Coordination to Delaware City summarizing the PLUS review comments on the Delaware City Comprehensive Plan Amendment. Mr. Inden stated that most everyone was supportive with flooding and sea level rise being the main concerns. Mr. Walton gave an update on the next steps in the process of having the plan approved.

A conversation began about flood standards in and around Delaware City, DNREC's work in this field leading to the comments received, and how Delaware City worked with DNREC in drafting the new ordinances. Mr. Small offered to have DNREC staff come and talk about flood proofing standards and sea level rise at a future meeting if the Board thought it was helpful. Mr. Walton also pointed out that the Board was always free to adopt stricter standards than those of Delaware City for the Fort DuPont properties.

- iii. Advisory Council - Ms. Frank stated that she had a conversation with Dennis Salter and was going to be meeting him the following week and they would be discussing the remaining members and getting the Advisory Council together.
- iv. Ms. Frank stated that Mr. Scoglietti has been working on a monthly financial report format and would have that ready for the next meeting.

III. Executive Director Search

- a. Ms. Frank stated that the search firm had met with several candidates and had toured the site and the process was going well. Ms. Frank was getting regular updates and by the March meeting she should be able to talk about next steps in the hiring process.
- b. Ms. Frank also added that by next meeting she should have something on the search for outside counsel as well.

IV. Website and Logo

Mr. Mahaffie gave an update on the logo development that his office had done since the last Board meeting. The Board liked the logo and told Mr. Mahaffie to finalize that logo for use though no formal vote was taken.

Mr. Mahaffie then displayed a website mock up, showing the Board the look of the site, the sections therein, and how the site would function once developed. The Board discussed some of the details of the site content but liked the design.

Mr. Mahaffie stated that he would start to build the site and work with Mr. Chesser to populate it with data. Mr. Mahaffie said that he would come back to the Board with updates.

V. Sasaki Presentation on Architectural Standards

- a. Via a "Join me" online meeting link and a teleconference call, Sasaki Associates of Boston, MA gave a presentation on Architectural standards to kick off the design process they are undertaking for the Board. During the presentation and after, the Board asked questions and interacted with the Sasaki team in order to give Sasaki the guidance they needed from Board's on the standards. Sasaki will return in person at a future meeting to show progression on the standards.

VI. Public Comment

There were no public comments.

VII. Adjourn

The Board scheduled the next meeting for March 20, 2015 at 8:30 am at the Grassdale Center. Ms. Frank asked for a motion to adjourn. The meeting adjourned at 10:46 a.m.

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
BOARD OF DIRECTORS MEETING

LOCATION: Room 301 of the Main Building on the DHSS Herman Holloway Campus
Rt. 13, 1901 N. DuPont Highway
New Castle, DE 19720

February 27, 2015 – 9:00 a.m.

AGENDA

Call to Order 9:08

- I. Old Business
 - a. Approval of Minutes *approved*
 - b. On-going Discussions
 - i. Engineering Selection Results ✓
 - ii. Logo and Website Development
 - iii. Advisory Council ✓
 - c. Architectural Standards – Presentation by Sasaki via teleconference
- II. Hiring and Staffing Issues*
- a. Update on Search for Executive Director
- III. New Business
- IV. Public Comment
- V. Adjourn *at 10:46*

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.

* The Board may move into Executive Session for the purpose of discussing an individual citizen's qualifications to hold a job pursuant to 29 Del.C. §1004(b)(1).