

FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION
BOARD OF DIRECTORS MEETING

**LOCATION: The Sanders Room at the Grassdale Center
108 Old Reedy Point Bridge Road
Delaware City, DE 19706**

March 20, 2015 – 8:30 a.m.

Meeting Minutes

ATTENDANCE

Council Members:

Susan Frank, Chairperson
David Small
Herb Inden
Rick Geisenberger
Kimberly Reinagel-Nietubicz (as designee for Michael Morton)
Herbert Netsch
Bert Scoglietti
Laura Lee

Staff:

Matthew P. Chesser, DNREC
Andy Lippstone, Governor's Office
Becky Webb, DNREC

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 8:34 a.m.

II. Old Business

a. Approval of Minutes:

A motion was made to approve minutes as written. Motion carried.

b. On-going discussions:

- i. Ms. Frank stated that she would be adding a new section to end of the "On-going Discussions" section of the agenda, "Financial Report, and stated that it would be a regular addition to the meeting agenda.

- ii. Engineering selection results – Mr. Chesser updated the Board on the status of the engineering contract, which was in the approval process. He noted that the survey crew was expected to be on site the next week or the following week. Mr. Chesser also explained that Sasaki Associates was prepared to come to the next Board meeting in April and present on their progress on the architectural standards.
- iii. Ms. Frank explained that the Advisory Council appointments were done and that she was hoping to have a tour and a joint meeting of the Board and the Council at the next meeting. Since the next planned meeting was for April 8th, and that is the week of Easter Break, Ms. Frank said she would look for an alternate date to allow for vacations, etc.
- iv. Mr. Chesser explained the progress on the website and the logo done by Mike Mahaffie and his office. Mr. Mahaffie has been building the site and Ms. Laura Lee is providing historical text. Mr. Mahaffie has reserved a domain name of Ftdupont.com for the corporation website. When the site is ready, there will be some beta testing available for the Board to review.
- v. Advisory Council - Ms. Frank announced the recent State appointees to the Advisory Council and explained their backgrounds. Mr. Lippstone also weighed in on the background of several of the appointees.
- vi. RFP for Outside Counsel – Ms. Frank asked for comments on the draft RFP for Outside Counsel. Mr. Geisenberger questioned whether it had all of the standard language in it that was needed. Mr. Lippstone explained that it was the State boilerplate RFP for legal services. Ms. Frank stated that they would need a small interview committee. Mr. Scoglietti asked what was needed to advertise the RFP. Mr. Lippstone responded that it would be posted on the State website in a couple locations. A motion was made to approve the RFP. Motion carried.
- vii. Ms. Frank stated that she was expecting 5 candidates to move forward for interview by a committee of the Board, with likely 2 candidates moving forward for an interview by the full Board. Interviews could be held in various locations and may start in April.
- viii. Mr. Scoglietti passed out a treasurer's report to the Board and explained the various balances on the report. Board members asked questions at various points. Mr. Small explained the budget process for the upcoming FY2016 fiscal year and answered some related questions. The Board had a discussion on how funding should be held and monitored in the future.

III. New Business

- a. Fort Monroe Tour - Ms. Frank asked Mr. Chesser to explain the tour that the implementation team took to Fort Monroe as part of their fact finding. Mr. Chesser explained the visit to Fort Monroe in detail, the similarities, the differences, and the benefits of meeting with their Authority staff. Mr. Chesser also explained the tour that was taken to Governors Island in New York City. The Board discussed the benefits of taking a group tour to other sites similar in scale to Fort DuPont as part of an education

for the Board and the Advisory Council. Ms. Frank said the Board would revisit the issue in the future once the Advisory Council was organized and the Executive Director was hired.

- b. Site Activation activities – Ms. Frank asked for ideas from the Board for projects to get the site activated/cleaned up. Mr. Geisenberger suggested removal of the old fencing and brush around the property and a conversation ensued. Mr. Small suggested some interpretive signage that describes the future plans for the site. The Board also discussed interpretive signage for historic buildings that are slated to remain and various other projects. Ms. Frank asked Becky Webb, Park Superintendent, to explain some of the new things happening at the property. Mr. Chesser also explained some of the trail projects that are underway in the area. The Board asked staff to prepare a list of potential projects for the site for the Board to undertake.

The Board also discussed future office space and signage to the site from Route 1.

IV. Public Comment

Ms. Billie Travalini addressed the Board about her history at the site and uses of certain buildings. She discussed her wishes for the site and her proposal for a children's retreat house at the Fort DuPont site. Ms. Frank thanked Ms. Travalini for her comments and noted the Board was very early in the process. Mr. Geisenberger also noted that another agency needed to recognize the need for the retreat house and move that priority forward.

V. Adjourn

Ms. Frank asked for a motion to adjourn. The meeting adjourned at 9:36 a.m.

FORT DU PONT REDEVELOPMENT AND PRESERVATION CORPORATION
BOARD OF DIRECTORS MEETING

**LOCATION: The Sanders Room at the Grassdale Center
108 Old Reedy Point Bridge Road
Delaware City, DE 19706**

March 20, 2015 – 8:30 a.m.

AGENDA

- I. Old Business
 - a. Approval of Minutes
 - b. On-going Discussions
 - i. Engineering Update
 - ii. Logo and Website Development
 - iii. Advisory Council
 - iv. Request for Proposals for Outside Counsel
- II. Hiring and Staffing Issues*
 - a. Update on Search for Executive Director
- III. New Business
 - a. Ft. Monroe Tour
 - b. Site Activation activities
- IV. Public Comment
- V. 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.

* 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).