

**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**

**November 19, 2015 – 8:30 a.m.**

**Meeting Minutes**

**Council Members:**

Susan Frank, Chairperson  
Kevin Kelley  
Michael Morton  
Richard Cathcart  
Rick Geisenberger  
Bert Scoglietti  
Laura Lee  
Dale Slotter  
Herb Netsch

**Advisory Council Members:**

Dennis Salter, Chair  
Brendan Mackie  
Paul Paretts  
David Curran

**Staff:**

Jeff Randol, Executive Director  
Max Walton, Counsel  
Matthew Chesser (DNREC)  
Meredith Tweedie, Governor's Counsel  
John Taylor, DOJ

**Members of the Public:**

Stan Green, Mayor  
Billie Travalini  
Rachel Phillos, Park Superintendent  
John Taylor, DOJ  
Jake Miller, DNREC  
Ester Lovlie, Mainstreet DE City  
William Cost, National Guard  
Roy Hilfertz  
Tim Konkus  
Joey Corrado

**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 approximately 8:35 a.m.

## II. Old Business

a. Approval of Minutes:

A motion was made by Herb Netsch and seconded by Richard Cathcart to approve minutes from the October 19, 2015 Board meeting. Motion carried.

b. Treasurer's Report

The Treasurer's Report was presented, a copy of which is attached hereto as Exhibit A.

Mr. Scoglietti spoke about Reallocated Expenses and Capital Expenses.

The net balance is \$1,374,800.90.

Mr. Scoglietti commented on Budget Process and the Capital Budget in January.

Mr. Scoglietti said there are Budget Hearings tomorrow at House Chambers at 10:00 am on the DNREC budget and anyone can attend. Susan Frank and Jeff Randol will be attending and commenting on the Corporation's proposal during the public comment period.

c. Legal

i. Property Transfer Status and State MOU Review

Mr. Walton commented that they are still working on finalizing the MOU and that the parties are fairly close on the language. The goal is to complete the MOU by December. The main concerns are: (1) how to handle the request by the National Guard's request to carve out its property to remain state owned property to potentially preserve federal funding; and (2) issues relating to timing and liability. Regarding the National Guard issue, Mr. Walton commented that he was still waiting to receive the applicable regulations that apply to the National Guard but noted, on behalf of the Board, that the Board did not want to do anything that impacts the National Guard's federal funding. Mr. Walton asked for an update from Mr. Taylor, who commented that he too was waiting for the applicable National Guard regulations. A representative of the National Guard commented that he would send the applicable regulations to Governor's Counsel.

A discussion then ensued regarding what additional items are needed to complete the transfer of the property to the Corporation. Mr. Scoglietti commented that he was concerned regarding liability issues and wanted to be

sure that appropriate protections be in place (including insurance) prior to the property transfer.

Mr. Walton was asked to look into the following questions:

1. Review the National Guard regulations and determine if there is a solution.
2. Review options for subdivision of the National Guard parcel, including a title subdivision.
3. Determine if there are or should be distinctions in ownership between the land and the buildings.
4. Determine the best way to handle the transfer issues.

ii. Certificate of Incorporation & Tax Exempt Status

Mr. Walton stated that the Certificate of Incorporation has been filed and we have now had a Certificate of Good Standing.

d. Executive Director Report:

i. Project Plan Review and Update

Mr. Randol distributed and discussed the Project Plan and status updates for Existing Utility Mapping, Historical Flood Mapping, Surface Water Planning, Waste Water Planning, Drinking Water Planning, Geotechnical Work, Marina Site, Parade Ground Site, Brownfield Testing, Architectural Guidelines and Standards, Master Plan, Site Design (Utilities), Architectural Guidelines Standards.

ii. Website and Logo Review

Mr. Randol revealed the new website [www.ftdupont.co](http://www.ftdupont.co), which is still being created and not accessible to the public yet. The master plan will be the backdrop and the site will have the history of Fort DuPont and a blog with the most recent news and events. Mr. Randol asked if anyone would like to assist in gathering information for the website or give comments and suggestions for content, that would be great.

Mr. Kelley commented that having a drone take an aerial view picture of the city for the website would be great.

The target date for the website to go live is December 31<sup>st</sup>.

The proposed logo was also unveiled.

### **III. New Business**

#### a. Discussion and potential action on Property Transfer Resolution

There was discussion on the wording with the “entire parcel”, and it was concluded that they needed to strike the word entire.

Mr. Scoglietti commented that he was not comfortable taking action on this item today. From a Board standpoint he was concerned with insurance and indemnification issues and what this means once the property is transferred.

Mr. Cathcart asked if we pass the resolution does it cause OMB to look at it or what we need to do to get OMB to start looking at the resolution and why aren't they looking at it already.

Mrs. Frank asked that we identify the issues and take no action today. All of the issues should be emailed to Mr. Walton.

Mr. Cathcart asked if an Executive Session could be added to the December agenda. Mr. Walton commented that no executive session could be conducted today and he would review the viability of the executive session for the next meeting.

It was asked that the 6(f) designation be made an agenda item for December, as there are unanswered questions with this designation.

Mr. Chesser asked about road and sidewalk ownership, and more detailed subdivision plans to minimize liability. Mr. Walton felt that transferring ownership as a whole is the better option, but he will investigate. Mr. Geisenberger wanted to know if it was beneficial to subdivide road and sidewalk ownership.

Mr. Kelley asked about getting an intern to help Mr. Randol with this process and assist with research. There was discussion about contacting the University of Delaware as well as the Urban Planning program.

### **IV. Public Comment**

Stan Green directed a comment to Mr. Walton about adding an Executive Session to the agenda. It was noted that a request has previously been made for that.

### **V. Adjourn**

Ms. Frank asked for a motion to adjourn. The meeting was adjourned at 9:54 a.m.