

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

LOCATION:  
Grass Dale Center  
Delaware City, DE 19706  
July 11, 2018  
4:00 p.m.

**Meeting Minutes**

**Attendance**

Board Members:

Susan Frank, Bert Scoglietti, Shawn Garvin, Michael Morton, Courtney Stewart, Dale Slotter, Herbert Netsch, Laura Lee, Carol Houck

Staff:

Jeff Randol, Executive Director  
Peggy Thomas, Accounting/Site Manager  
Jack Strong, Construction Manager  
Max Walton, Connolly Gallagher

**I. Call to Order**

Ms. Frank called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 4:00 p.m.

**II. Minutes**

Ms. Frank asked if there were any questions or comments regarding the June meeting minutes. Ms. Houck and Mr. Garvin noted that they were both present at the June meeting, but were not listed as attending. No additional questions or comments were presented, and a motion was made to approve the minutes of the June meeting, as amended with Ms. Houck and Mr. Garvin's names added to June's attendance, by Mr. Morton and seconded by Mr. Netsch. Motion carried.

**III. Treasurer's Report**

Mr. Scoglietti reported as follows:

The report reflects account balances for end of Fiscal Year 2018, June 30<sup>th</sup>, but does not include FY2019 appropriations. Pages one and two reflect accounts held by the Corporation, page three shows funding held by the state. Two tax credits remain for buildings 25 and 45 and will be credited when those buildings are completed. Items in red were noted and include the purchase of a truck in June for \$14,962 from the Revolving Loan Fund; Fortify Festival expenses of \$5000; sidewalk expenditures \$22,863.99, previously approved by the Board for Officers Row infrastructure; and invoices for remediation work done on building 15 remaining from January 2018. Building 15 renovations are currently on hold. Referring to page three of the Treasurer's

Report, FY2018 State Appropriation funds were completely drawn down at the end of June leaving a total Unencumbered, Uncommitted, Unreserved Balance (as of June 30<sup>th</sup>) of \$204,617.66. The Bond Bill was voted on June 30<sup>th</sup> and the Corporation received its requested amount of \$2,250,000 of which \$300,000 was approved for Administrative expenses. A motion to accept Treasurer's Report was made by Ms. Stewart and seconded by Mr. Morton. Motion carried.

## **V. Legal**

Mr. Walton commented as follows:

A. Progress has been made on state agency leases and the list of issues to be resolved has been greatly reduced. Mr. Randol added that he will be meeting with Dean Stottler, who is heading the lease project on behalf of the state, to work through remaining points regarding insurance and CAM expenses. Once the DHS lease is finalized, it will be used as a template for the other state agencies - DNREC, OMB and Fish and Wildlife.

## **VI. Executive Director's Report**

Mr. Randol provided a review of accomplishments for FY 2018 via a PowerPoint presentation.

### **A. Year End Review**

1. Canal District - Rockwell Agreement & Officers Row – The subdivision plan was approved for an additional 77 lots, bringing the total to 92 lots, with 66 of those lots under agreement with Rockwell. Renderings are expected to be completed by Friday, July 13<sup>th</sup>, which is the end of the Feasibility Period under the Rockwell Agreement. Rockwell has reviewed declarations, rules, regulations and conditions and will move forward under the Agreement. The next step is to work with the HPC later in July to review elevations. The model home Rockwell expects to build should be under construction this fall, dependent upon site work that is in progress. All of Phase 1B and a portion of 1C has been rough graded and raised out of flood plain; work on roads and infrastructure will start soon in that section. Building permits are expected to be issued in the fall. Rockwell has also agreed to purchase two lots on Officers Row, one will have a spec home and they anticipate beginning construction on their spec home in the fall.
2. The Promenade is part of the emergency access plan and will begin as part of the Phase 1B construction. The Army Corps Of Engineers (ACOE) agreed to an access easement. Mr. Netsch asked if the easement is near canal? Mr. Randol stated the easement begins at the end of Officers Row, near location of the former Wingate Farm, then continues along the Branch Canal toward Route 9.
3. Marina Village – Marina designs were completed and the permit application submitted to DNREC. The Marina is located on ACOE property and the ACOE has agreed to a long-term lease. Value engineering has been completed and the construction cost is estimated at \$10,000,000. Mr. Randol stated a technology group has expressed interest in developing a technology campus in the Marina Villages. Their interest includes taking responsibility for development of the hotel and conference center, apartments and officer/retail space. An MOU is being negotiated and discussions will include some changes to the Marina Village design. Mr. Scoglietti asked what the constructs of the MOU are and does the Corporation have to provide infrastructure? Mr. Randol stated the group has asked for a six-month

review period that would address infrastructure requirements, site design and building plans. There would be no financial commitment on the part of the Corporation during the MOU period.

4. Paynter Building – A slide depicting front and rear elevations of the building was shown. The Technology Group has expressed interest in using the Paynter Building to create and Innovation Center. This past year the building was remediated and a new roof installed. Next steps are to complete exterior brick work and renovate the windows.
5. Mortar Bunker – This past year, trees on top of the bunker were selectively cut, the exterior was cleaned-up and the interior remediated. The goal is to find a commercial tenant for the space. Options being considered have included a brewery, distillery and winery. Interest has been expressed by one brewery located in Delaware to expand operations to the Bunker.
6. Post Exchange - Interest has been expressed by both a brewpub and distillery/restaurant in the PX. Mr. Scoglietti asked if the brewery that's interested in the PX has any interest in the Theatre and Mr. Randol stated they are only interested in the PX. Ms. Frank asked why the brewer was interested in the PX versus the mortar bunker and Mr. Randol stated the reason was timing – the brewer wants to be in and operating in less than two years. Ms. Lee asked if the brewer's interest is contingent on adding onto the PX. Mr. Randol said that some additional space may be necessary and if so, would be added on the back of the building.
7. Old Battery Lane Duplexes - Black Dog Group is looking for a take-down schedule that would start with one building. Ms. Lee asked if SHPO has responded yet to the proposed conservation easement. Mr. Randol state he has not received any feedback from SHPO and reiterated the conservation easement in this agreement follows the Secretary of the Interior's guidelines for preservation. Mr. Scoglietti asked if, under this deal, the Corporation has any preparation work to do. Mr. Randol stated that FDRPC will subdivide the lots and make some road improvements to the alley behind the duplexes.
8. Agri-Business - Over the last year Mr. Randol has been in discussions with the University of Delaware's Department of Agriculture and Natural Resources about the creation of an Agri-Complex on the site. Additionally, interest has been expressed by a greenhouse operation to locate on the property. The Aquaponic Greenhouse is looking to build a 10,000 square-foot greenhouse that would raise perch, vegetables and other leafy products. They have also expressed interest in a U-pick farm. Mr. Netsch asked what area on the site would be used for the Agri-Complex. Mr. Randol indicated it would be the area currently used by OMB for surplus items and the land to the south of the surplus vehicle storage.
9. Parkland & Living Shoreline – This past year FDRPC entered into agreement with Cardno to develop the waterfront and living shoreline. Concept planning is underway and it is expected that the work will begin next spring. Funding for the construction has been provided by the DC Refinery. The University of Delaware also wants to be a part of designing the living shoreline and parklands, creating educational opportunities for their students, interpretive trails, and conducting baseline studies to monitor results of the

improvements. Mr. Netsch asked where the shoreline footprint begins, and Mr. Randol stated it begins at the location of the fort's original pier, heading north toward Delaware City. Ms. Lee asked if UD's Landscape Architecture Department is involved with the plan and Mr. Randol replied yes.

#### 10. Other items

- Road improvements and curbing will begin soon near the intersection of Old Elm, Wingate and Maple.
- Wayside signs are currently being designed and will interpret the history of the site and several buildings.
- Designs for an elevated bike path/levee are underway and Mr. Randol is currently working with DNREC, Fish and Wildlife, DelDot and Duffield on the designs.
- Second draft of sewer agreement transferring sanitary sewer to the county is expected.

B. FY 2019 Budget – Mr. Randol provided a financial overview (handout) of the Canal District which detailed the income and expenses projected after each phase. The projected net revenue to FDRPC is approximately \$2,400,000. Next, Mr. Randol reviewed the Fiscal Year 2019 budget broken down by project, department, and four classes: Site Development, Restoration, Administration and Property Management. Going forward, the financial report will be broken down by the four classes and will show revenue, expenses, budgets and budget variances. Mr. Randol reviewed the proposed revenue sources and expense by project. After reviewing each line item, Mr. Randol provided a three-year forecast (handout). Motion to approve the budget for Fiscal Year 2019 was made by Mr. Scoglietti, seconded by Mr. Garvin. Motion carried.

Ms. Lee asked if any thought had been given to restoring buildings 9 & 10. Mr. Randol replied that they are under consideration, but no plans or proposals have been developed.

Ms. Houck commented that she recently traveled through the new roundabout on Howell School Road and it functions well, but it's unattractive. Ms. Houck brought pictures of the Howell School roundabout and sample photos of more attractive options. She recommended being proactive about creating a more attractive roundabout before planning gets too far along. Mr. Randol suggested a committee be formed to address this matter.

Mr. Scoglietti asked if there is any money budgeted for PX renovations and Mr. Randol stated there are no plans to renovate the PX at this time. Once an agreement has been structured with a tenant, renovations would be incorporated into the tenant upgrades and funded by both tenant and a conventional loan.

## **V. Committee Reports**

A. Economic Development – No updates to report.

B. Project Funding – No updates to report.

C. Historic Preservation – No updates to report.

D. Personnel – No updates to report.

E. Governance Committee – No updates to report.

**VI. New Business** – No new business was brought to the floor.

**VII. Public Comment** -No public comments were made.

**VIII. Adjourn to Executive Session** – A motion to enter Executive Session was made by Mr. Netsch, seconded by Mr. Morton.

**VIII. Adjourn**

There being no additional business or comments, Mr. Scoglietti made a motion to adjourn the meeting, seconded by Mr. Morton. Motion carried.