

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

LOCATION:  
Grass Dale Center  
Delaware City, DE 19706  
November 13, 2019  
8:30 a.m.

**Meeting Minutes**

**Board Members:**

Bryon Short (Chair), Courtney Stewart, Bert Scoglietti, Julie Fedele (for Michael Morton), Danny Esposito, Connie Holland, Paul Parets, David Baylor, Laura Lee, Tim Diliplane, Shawn Garvin, Dale Slotter, Pam Scott, Neal Dangelo

**Staff:**

Jeff Randol, Executive Director  
Peggy Thomas, Site Manager  
Christina Thompson, Connolly Gallagher

**Members of the Public:**

Mike Hitch, Jake Miller, Bob Malinowski, Chris Castagno, Dan Scholl

**I. Call to Order**

Mr. Short called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:30 a.m.

**II. Minutes**

Mr. Short asked if there were any questions or comments regarding the October 2019 meeting minutes. No questions were presented, and a motion was made to approve the minutes of the October 2019 meeting by Mr. Diliplane, seconded by Ms. Stewart. Motion carried.

**III. Treasurer's Report**

Mr. Scoglietti highlighted the Treasurer's Report for the period through October 31<sup>st</sup>, 2019 as follows:

The Corporation adopted a budget and reports monthly on Revenue is derived from different sources as shown on the financial statements (handout) including an appropriation from the state, rental income, sales, common area maintenance fees and Historic Tax Credits. Page 1, Line 4010, State Appropriation – The balance shows \$1,650,000 has been drawn so far. Line 4150, Tenant Reimbursements – These are utility reimbursements. The Corporation is billed by the utility company and then back-bills residents and agencies on the site. Line 4202, Real Estate Sales, Officers Row – These are funds received from the closing of one lot in September; Line 4203 reflects income from the sale of three Canal District lots; Line 4204 is zero, however, a contract for a home in lot Phase 1C was taken over the weekend. Line 4500,

HTC Credits – Building 15, currently under renovation, is projected to generate \$124,000 in tax credits. Building 45 generated \$299, 875 in tax credits. Tax credits for Building 53 (Paynter) have been approved, but not yet sold. Page 2, Line 6480, Fortify Festival – These are expenses related to the second annual event. Line 6505, Improvements, Engineering – Reflects costs associated with development and site work. Line 6510, Demolition – These are costs incurred to demolish a building that was beyond restoration. Line 6738, OBL Duplexes – The balance reflects costs associated with stabilization and remediation of buildings 26 and 27. Line 7000, Operating Expenses – These are costs for operations and administration of the Corporation itself. Line 7100, Common Area Maintenance – These are the costs to maintain the site. Page 4, 7200, Debt Expense – These line items show debt the Corporation has incurred. The Applied Bank loan is for Officer Row improvements, the Parke Bank loan is for Canal District improvements. Shown on bottom half of the page are marketing and insurance expenses. A motion to accept the Treasurer’s Report as presented was made by Mr. Diliplane, seconded by Mr. Baylor. Motion carried.

The Budget proposal will be discussed after legal items.

#### **IV. VI. Committee Reports**

- A. Economic Development – No updates to report.
- B. Finance Committee – No updates to report
- C. Historic Preservation – No updates to report

D. Governance & Personnel - Ms. Stewart stated that the Governance and Personnel Committee approved the nomination of Ms. Pamela Scott, Mr. Neal Dangelo and Mr. Dan Scholl, who were nominated at last month’s meeting. A vote to elect Ms. Scott to the Board was taken with all Board members approving; no opposing votes. A vote to elect Mr. Dangelo to the Board was taken with all Board members approving; no opposing votes. Mr. Scholl is awaiting approval from his employer to join the Board.

#### **V. Executive Director Report –**

A. Old Battery Lane Duplexes – Since last month’s meeting, evaluation of Buildings 26 and 27 continued. The cost to restore both buildings is approximately \$1,200,000. These costs would be offset by approximately \$312,000 in historic tax credits. A memo from Mr. Randol that outlined the various costs was provided. The last page of the memo presented three options for Buildings 26 and 27. The first option being to demolish the buildings and sell the lots. In this scenario the historic district may be at risk and the sale of the lots would not recover expenses or value of the land. The second option would be to restore the buildings and sell them once completed. Sale of the units, however, would not cover value of the land. Option 3 would be to restore the buildings, pursue a permanent bank loan and retain ownership. Ms. Lee recommended using the term rehabilitate instead of restoration. A motion to rehabilitate and retain ownership of Buildings 26 and 27 was made by Mr. Parets, seconded by Mr. Diliplane. Motion carried.

B. Guidelines and Standards – Mr. Randol stated the Corporation’s DHPC has worked on these documents at length. Both SHPO and Delaware City’s HPC have also approved the Guidelines and Standards, which now apply to all districts. A copy of comments from Delaware Historical and Cultural Affairs was provided. A motion to adopt the Guidelines and Standards was made by Ms. Scott, seconded by Mr. Diliplane. Motion carried.

## **V. Legal**

Blue Water Development Agreement – Mr. Short noted that discussion of the BWD Agreement would be conducted in Executive Session.

## **VI. Adjourn to Executive Session**

A motion was made to enter Executive Session by Mr. Diliplane, seconded by Ms. Scott. Motion carried.

## **VII. Return to Public Session**

A motion to return to Public Session was made by Mr. Diliplane, seconded by Mr. Baylor. Motion Carried. A motion was made to have counsel incorporate points made by the Board in Executive Session into the agreement with BWD. Motion was made by Ms. Fedele, seconded by Mr. Diliplane. Motion carried.

**VIII. New Business** – Remaining Agenda items are postponed to a future meeting.

**IX. Public Comment** – No public comment was presented.

## **X. Adjourn**

A motion to adjourn the meeting was made by Mr. Parets, seconded by Mr. Diliplane. Motion carried.