

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

LOCATION:
Grass Dale Center
Delaware City, DE 19706
December 3, 2019
8:30 a.m.

Meeting Minutes

Board Members:

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

Staff:

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

Members of the Public:

Mike Hitch, Beth Konkus, Bob Malinowski, Chris Castagno

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 November 2019 meeting minutes. No questions were presented, and a motion was made to approve the minutes of the November 2019 meeting by Mr. Parets, seconded by Mr. Scoglietti. Motion carried.

III. Adjourn to Executive Session

Mr. Short noted the meeting would have to go into Executive Session early due to a conflict in Mr. Walton's schedule. A motion to enter Executive Session was made by Mr. Baylor, seconded by Ms. Scott. Motion carried.

IV. Adjourn to Public Session

A motion was made to return to public session by Mr. Parets, seconded by Mr. Diliplane. Motion carried.

Mr. Walton outlined the five conditions relating to the Blue Water Development draft agreement as discussed in Executive Session. Those conditions are as follows:

1. Financials & Tax Return from Todd Burbage to be submitted to the Finance Committee for approval during the Approval Period and the necessity for ensuring that the Guarantor remains financially able to back the Note.

2. Clarification of Design Guidelines during the Approval Period to address the concern/objection to the Kampgrounds of America reference.
3. Completion of the Exhibits as referenced in the Agreement.
4. Clarification that the improvements to N. Reedy Point Road will be per DeIDOT specifications.
5. Corporation's right to extend would be changed from 90 days to 180 days.

Mr. Baylor made a motion to conditionally approve the draft agreement subject to the five points raised during Executive Session, as just stated by Mr. Walton. Motion was seconded by Mr. Diliplane. Motion carried.

V. Legal

Mr. Walton stated the Corporation's original Certificate of Incorporation was signed by former Chair Susan Frank, as was the second amended Certificate of Incorporation. The Secretary of State's office refused accepting the amended certificate with Ms. Frank's signature and now require the Corporation's secretary to sign as a technical matter. Mr. Walton presented a new certificate, and Mr. Slotter made a motion to authorize Secretary Garvin to sign the certificate, seconded by Mr. Diliplane. Motion carried.

VI. Treasurer's Report

Mr. Scoglietti highlighted a few changes as follows:

Page 1, Line 4010, State Appropriation – No drawdowns were made since the last report, the balance of \$1,650,000 is unchanged. Line 4200, Real Estate Sales - Since the last meeting, one additional sale in Phase IB has taken place, and one lot settled in Phase 1C for \$100,000 on November 29 but is not reflected on this month's report. There are agreements on three homes in Phase IB and two homes in Phase IC. Only one additional lot on Officers Row has sold and this budget item may need to be revisited in the spring. Page 3, 7102, Fire and Security Monitoring - A security system is being installed on the site, expenditures to date for the system are \$24,305.38. Line 7700, Payroll Expenses - these are tracking low due to a staff vacancy. The Employee Committee will meet next week to make recommendations on staffing. A motion to accept the Treasurer's Report as presented was made by Mr. Diliplane, seconded by Ms. Fedele. Motion carried.

VII. Executive Director Report

A. Building 15 - Exterior siding and installation of restored windows begins this week.

B. Building 53 (Paynter) - Windows are being restored and will be installed by the end of January.

C. Old Battery Lane Duplexes - Stabilization work begins today on Building 26 and 27. The cost to stabilize the buildings is \$14, 000 each. This work will help protect the buildings throughout the winter while permits are obtained and plans for their rehab are finalized. A term sheet from Parke Bank has been received for financing the duplexes; Parts I & Part II of the Historic Tax Credit application have been submitted to SHPO.

D. Canal District - Curbs are being installed this week in Phase II and if the weather holds, roads in Phase II will be paved within the next couple of weeks.

E. Marina Village - An agreement could not be reached with the developer regarding apartments so the Letter of Intent from the developer was terminated by Mr. Randol. Mr. Randol has been working with another group interested in the Marina Village and expects to bring a conceptual plan and proposed term sheet to the Board. The new plan will include stacked townhouses.

VIII. Executive Committee

A. Economic Development – No updates to report.

B. Finance Committee – No updates to report.

C. Historic Preservation – No updates to report.

D. Governance & Personnel - Meeting scheduled for Friday, December 6.

IX. New Business – No new business was presented.

X. Public Comment – No public comment was presented.

XI. Adjourn

A motion to adjourn the meeting was made by Mr. Baylor, seconded by Mr. Garvin. Motion carried.