

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

LOCATION:
Via Zoom Teleconference
January 13, 2021
8:30 a.m.

Meeting Minutes

Board Members:

Bryon Short (Chair), Bert Scoglietti, David Baylor, Neal Dangelo, Danny Episcopo, Dale Slotter, Laura Lee, Eric Smith, Courtney Stewart, Ruth Ann Jones, Shawn Garvin

Staff:

Jeff Randol, Executive Director
Peggy Thomas, Site Manager
Mindy Baker, Administrative Assistant

Counsel:

Max Walton

Members of the Public:

Bob Lucas, Tim Diliplane, Billie Travalini, Rep. Longhurst, Dan Saunders, Delaware City Marina

I. Call To Order

Chairman 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 December 9, 2020 meeting minutes. Representative Longhurst stated the minutes should be amended to reflect her comments were as follows: In order to receive funding for FY 2022, the Corporation must conduct a five year audit, and going forward, an audit must be submitted annually. A motion to amend the December 2020 minutes was made by Mr. Scoglietti, seconded by Mr. Slotter. A roll call vote was taken and the motion was approved.

Mr. Short welcomed Ms. Jones to the Board in place of Mr. Morton, and acknowledged Mr. Scoglietti's move from OMB to the Comptroller General's Office effective February 1, 2021. A motion to accept the December 2020 meeting minutes, amended as noted above, was made by Ms. Jones, seconded by Mr. Baylor. A roll call vote was taken and the motion was approved.

III. Legal - Mr. Walton stated there were not updates to report.

IV. Treasurer's Report

A. Financial Statement - Mr. Scoglietti presented the Financial Report with a brief overview as follows:

- Page 1, Line 4010 - State Appropriation - A draw of \$325,000 was made in December leaving a balance of \$275,000 which will be drawn down over the remainder of the FY2021.
- Line 4200 - Real Estate Sales - There is no change for December 2020, however, two closings are scheduled this month (January) and three closings are scheduled for February 2021.

- Line 4500 - HTC Credits - No change for December 2020. At its next meeting on January 15, the Finance Committee will discuss delaying some tax credits to FY 2022 due to the timing of construction.
- Page 3, Line 6716 - Canal District - Expenses increased \$50,000 due to ongoing site work.
- Page 3, Line 6720 - Old Elm Avenue - Expenses increased due to roadway improvements.
- Page 4 - Net income is \$116, 293 which is consistent with the budget.

A motion to approve the Treasurer's Report was made by Ms. Stewart, seconded by Mr. Garvin. A roll call vote was taken, motion approved.

B. Audit - Requests For Proposal (RFP) for five year audit services were issued to six accounting firms. Four responses were received, with three of the four firms able to meet the April 2021 time frame. Responses will be reviewed by the Finance Committee at the January 15 meeting. After a brief discussion, a motion to authorize the Finance Committee to review RFP responses and select an audit firm was made by Mr. Garvin, seconded by Mr. Slotter. A roll call vote was taken, motion carried.

V. Executive Director's Report

In response to an earlier question, Mr. Randol stated that the Board had applied for and received CARES ACT funds in fiscal year 2020. There are no plans at this time to apply for funds for fiscal year 2021, but the matter will be discussed at the January 15 Finance Committee meeting.

Mr. Randol commented as follows:

- Canal District - Closings are set for next week on five lots, adding \$500,000 in revenue. Three lots will close in February. Five lots are currently under construction, three more lots will start construction in February.
- Loans from Applied Bank will provide \$500,000 for site development and \$885,000 is approved for renovation of Buildings 26 and 27 which will get underway after the subdivision of those lots is completed. .
- Barracks Buildings - A developer has expressed interest in redeveloping all three barracks buildings for market-rate apartments. A question was presented regarding zoning and Mr. Randol noted apartments are a permitted use.
- Reeves Farm District - The Master Plan Committee will meet on January 14 to discuss expressed interest in, and potential uses for, acreage in this area of the site.
- Lennar - Soil testing is being conducted today. Renderings have been received and will be reviewed at the DHPC meeting at the end of January.
- Officer's Row - A letter of intent has been received for one of the lots, with an anticipated construction date in the spring.

VI. Committee Reports

A. Finance Committee - There will be a meeting on January 15, 2021 to review audit RFPs and perform a mid-year budget review.

B. Historic Preservation - There will be a meeting on January 27, 2021. Laura Lee, DHPC Chair, recently toured the Fort with Mr. Randol. Ms. Lee expressed a concern as to how the roundabout would impact the Polktown site and encouraged meeting with Polktown residents to address their concerns.

C. Governance and Personnel - Conflict of Interest Policy (handout) - Ms. Stewart stated the committee met to discuss final edits to the COI policy, bringing it in line with the State's COI

policy. Conflict of interest matters will be reviewed individually, on a case-by-case basis. A motion to accept the Conflict of Interest Policy was made by Mr. Garvin, seconded by Mr. Episcopo. A roll call vote was taken, motion approved.

VII. Delaware City Communications - Mr. Baylor commented the public would benefit from more communication regarding a schedule for the campground and roundabout construction.

VIII. New Business - Mr. Slotter asked if there are marketing materials that could be shared with prospective investors which led to a discussion regarding various avenues of marketing commercial development on the site.

IX. Public Comment

Ms. Travalini reiterated her interest to create a memorial to the children who lived at Governor Bacon from 1948-1984. Representative Longhurst requested Ms. Travalini contact her directly by email to discuss the idea further.

Mr. Diliplane asked whether any space on the site would be dedicated to a museum. Mr. Randol stated the company which created the museum at Fort Monroe has expressed an interest in doing something similar at Fort DuPont's Mortar Bunker.

X. Adjourn - A motion to adjourn the meeting was made by _____, seconded by _____. A roll call vote was taken, motion carried.