

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

Via Zoom
Delaware City, DE 19706
April 14, 2021
8:30 a.m.

Meeting Minutes

Board Members:

Bryon Short, Courtney Stewart, Pam Scott, Paul Parets, Laura Lee, David Baylor, Dale Slotter, Neal Dangelo, Eric Smith, Ruth Ann Jones, Connie Holland, Shawn Garvin

Staff:

Jeff Randol, Executive Director
Peggy Thomas, Site Manager
Crystal Pini-McDaniel, Administrative Assistant
Max Walton, Connolly Gallagher
Lisa Hatfield, Connolly Gallagher

Members of the Public:

Mika Drake, Tim Dilliplane, Billie Travalini, Shaun Kelly, Bob Lucas, Tim Konkus, Rob McPherson, Rick Boisclair, Betty Barrett, Susan Rahn

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 March 2021 meeting minutes. A motion was made to approve the minutes of the March 2021 meeting by Mr. Parets, seconded by Ms. Scott. A roll call vote was taken. Motion carried.

III. Legal

A. Proposed DC Amendment to the HPR District and Proposed DC Riparian Buffer in HPR District.

Ms. Hatfield recapped the Monday, April 12th Planning Commission meeting where the proposed ordinances were presented for a vote. Ms. Hatfield noted that public comment was roughly half in support and half opposing the ordinances. The Planning Commission voted to table the ordinances (3 to 1) until the Planning Commission's next meeting on May 3, 2021. Ms. Hatfield stated that if the ordinances are placed on the City Council agenda, FDRPC may file a protest petition requiring a majority of 4 out of 5 council members to approve the ordinances. Mr. Smith asked about Delaware Title 22. Ms. Hatfield explained that the State's authority supersedes the town's authority and allows the Corporation to file the protest petition. Ms. Hatfield stated that should it

be necessary to file the petition, it must be filed within 10 days of the meeting which poses a timing issue. Mr. Short commented he would like to see the town and the Corporation work together before we get to the point of having to file. Ms. Scott and Ms. Holland agreed with Ms. Hatfield that time is of the essence and that Mr. Randol should be permitted to make the decision should it be necessary to do so. Mr. Baylor stated the item is still with the Planning Commission, and the earliest it will be presented before the City Council is May. Ms. Hatfield confirmed that one council member has recused herself from voting on the Riparian Ordinance due to a conflict. There was discussion as to what the Planning Commission's role is with regard to zoning.

A motion was made to authorize Mr. Randol to submit a protest petition against the two ordinances should it be necessary, by Mr. Dangelo, seconded by Ms. Lee. A roll call vote was taken. Motion carried with Mr. Baylor abstaining from the vote.

B. HOA Fee Overview.

Mr. Short began the discussion by stating we need to be consistent with the wording, and what Fort DuPont has is not an HOA. Ms. Hatfield stated the dues paid by residents are for Common Area Expenses (CAE) as stated in the Declaration. Ms. Hatfield noted the Declaration states CAE fees are split among lot owners for the purpose of maintaining the streets, lights, open space, storm water system, etc. There was further discussion regarding what services Fort DuPont residents receive, whether roads within Fort DuPont should remain private or be turned over to the town, and how would CAE fees change if the town took over the streets.

IV. Treasurer's Report

A. Financial Report. Mr. Scoglietti was not able to attend the meeting. Mr. Randol highlighted the following line items for the period ending March 30, 2021:

- Page 1, Line 4200 Real Estate Sales - Five lot closings are scheduled for April and May. This will reduce the site development loan with Applied from \$500,000 to \$250,000.
- Page 1, Line 4500 Historic Tax Credits - Tax credits of approximately \$120,000 for Building 15 are expected to be received in FY21.
- Page 3, Line 6721 Round-a-Bout – Engineering, survey and utility work to date is approximately \$129,000. Delmarva will begin utility work the week of April 12, 2021, which includes removing utility poles and burying power lines.
- Page 4, Line 6820 Water - This balance is negative due to deposit refunds for Canal District lots that were credited against the expense account.
- Page 5, Net Income for the period is \$1,007,966.38.

A motion to accept the Financial Report as presented was made by Ms. Scott, seconded by Mr. Parets. A roll call vote was taken, motion carried.

B. Audit. Mr. Randol stated the audit has been completed and circulated to the Chairman and Treasurer. Chairman Short will be circulating the audit to the board. The Auditor will be making a presentation at the May board meeting.

V. Executive Director's Report

Mr. Randol provided the following updates:

A. Gas Installation. Delmarva has contracted with Henkels & McCoy to install the natural gas line. Materials are now on site and installation is expected to start within 2 weeks. Completion of

the job is expected by mid-June and then conversion from propane to natural gas can begin.

B. Relocation of Overhead Electric Lines. Delmarva has contracted with AUI to relocate the overhead electric lines at the main entrance and work is now underway.

C. Interactive Map and AR Platform. Mr. Randol presented a proposal by Boston Productions for the creation of an interactive map that would allow visitors to click on locations for description and video. The information would provide narrative and visuals on the history of the property along with details on the buildings and batteries. The project is being discussed with the DHPC.

D. Work on Batteries. Work on both Battery Elder and the Mortar Bunker is underway. Volunteers have been working on lighting and dehumidification of the Mortar Bunker. Grading around Battery Elder is underway. Railings and landscaping at Battery Elder will be installed this spring.

E. Revised Budget for FY21. Following presentation of the Revised Budget for FY21 at the April Board meeting, Mr. Randol requested that the Board adopt the revisions as presented along with the following three changes: 1) Addition of \$40,000 to the Marketing budget for newsletters and development of an interactive map for the website; 2) Additional \$25,000 for trees; and 3) Additional \$50,000 for the Pumphouse to cover cost of a generator. Motion to approved the revised budget as presented along with the three changes requested by Mr. Randol was made by Mr. Dangelo and seconded by Ms. Scott. A roll call vote was taken and motion carried.

VI. Committee Reports

A. Finance Committee. No report.

B. Design and Historic Preservation Committee. Revisions to the Guidelines for Officers Row, specifically the issues with wood rot and looking to allow more durable materials is being considered. Discussions regarding the Chapel include SHPO's review of the plans. The Theater interior is not being worked on until a tenant is secured but the exterior work currently underway should be completed within the next 2-3 months.

C. Governance & Personnel.

DHPC Committee Appointment. Rob McPherson has been recommended as a new member of the committee. Mr. McPherson is a resident of the Canal District. A motion was made by Ms. Lee, seconded by Dale Slotter. A roll call vote was taken, motion carried.

VII. Delaware City Communications.

Mr. Baylor stated there are no updates at this time.

VIII. New Business

No new business was presented.

IX. Public Comment

Ms. Travalini brought up a few points regarding Representative Longhurst's proposal for the dedication of a plaque in recognition of the children of Governor Bacon. Ms. Travalini also would like to see the theater made into a cultural center, dedicating it to the children of Governor Bacon. Ms. Lee asked Ms. Travalini how she'd like to set up a meeting and if she'd like to initiate; they will discuss outside the board meeting. Mr. Short stated he and Mr. Randol have a monthly meeting with Representative Longhurst and Senator Poore and that Ms. Travalini's ideas will be discussed.

X. Adjourn

A motion was made by Mr. Parets, seconded by Ms. Scott to adjourn. A roll call vote was taken, motion carried.