

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

The Fort Dupont Redevelopment and Preservation Corporation Board of Directors meeting was held February 14, 2024 at the Delaware City Fire Hall, 815 5th Street, Delaware City, with Chair John McMahon presiding.

**CALL TO ORDER**

Chair McMahon called the Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Board of Directors meeting to order at 9:30 a.m.

**BOARD MEMBERS PRESENT**

Mr. David Edgell (Office of State Planning Coordination)  
Mr. Doug Eriksen (Delaware City Resident)  
Mr. Kurt Foreman (Delaware Prosperity Partnership)  
Secretary Shawn Garvin (Department of Natural Resources and Environmental Control (DNREC) (arrived at 9:37 a.m.)  
Mr. Michael Graci (Fort DuPont Resident)  
Ms. Michelle Graham (Interim Delaware City Manager)  
Ms. Wendy Rogers (Fort DuPont Resident)  
Mr. Bert Scoglietti (designee of Controller General of the State of Delaware)  
Dr. Courtney Stewart (Office of Management and Budget)

**BOARD MEMBERS ABSENT**

Mr. Rony Baltazar-Lopez (Secretary of State)  
Senator Spiros Mantzavinos (Chair, Bond Bill Committee)  
Representative Sean Matthews (Co-Chair, Bond Bill Committee)  
Ms. Ruth Ann Miller (Controller General of the State of Delaware)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, Deputy Director/Controller  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP.  
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP.

**OTHERS PRESENT**

Ms. Grace Mudrick, NAI Emory Hill

**APPROVAL OF MINUTES – FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION (FDRPC) BOARD MEETING OF DECEMBER 13, 2023**

**Dr. Stewart moved for approval of the FDRPC Board meeting minutes of December 13, 2023. The motion was seconded by Mr. Graci and unanimously carried.**

### **TREASURER'S REPORT**

Mr. Bert Scoglietti, Treasurer, reviewed the Fort DuPont Redevelopment and Preservation Corporation Budget vs. Actuals: Budget FY 24, P&L Draft 1 – FY24 P&L for July 2023 - June 2024 as of December 31, 2023 and noted the following:

- 4010 State Appropriation – As of the end of December, \$775,000 had been drawn. An additional draw down in the amount of \$700,000 was requested in December and received in January. That request will be reflected in next month's financial report. A balance of \$775,000 is still being held by the state.
- 4100 Rental Income – This line item is tracking well.
- 4200 - 4430 Real Estate Sales – There were no changes to these line items from last month.
- 4500 Historic Tax Credits (HTC) – The historic tax credits, in the amount of \$185,000, have been claimed and will be sold when the duplexes come online, pending permitting.
- 6525R Professional Fees – Accounting – This line item represents an increase due to a combination of bookkeeping services and the annual audits.
- 6700 Improvements – The expenses for the PX, theater and chapel are mostly for stabilization and a new roof on the PX.
- 7100 Common Area Maintenance – This line item is up \$4,000 from last month. The major item under Common Area Maintenance as of December is lawn care. With the colder weather, that line item will not increase.
- Net Income shows a negative number because the whole state appropriation has not been drawn down. That number will change positively next month.

Responding to Dr. Stewart regarding selling the historic tax credits for the duplexes, Mr. Slavin advised that they were the two duplexes on Old Battery Lane. FDRPC has a credit reservation and a buyer lined up for it, however; the credit is not awarded until the certificate of occupancy (CO) is issued. The CO cannot be issued until all of the utility work is complete and they are still waiting on the permit for that work.

Mr. Slavin noted that they received the last approvals on the sediment and stormwater control for that area and have to go into a pre-construction meeting with DNRC to talk about phasing that because the plan for the stormwater and sediment is for the entirety of Old Battery Lane and they are trying to parse it out in phases to bring those up first.

**Mr. Foreman moved for acceptance of the Treasurer's Report, seconded by Mr. Graci and unanimously carried.**

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Tim Slavin, Executive Director, reviewed the Executive Director's Monthly Report For the period October 1, 2023 to January 31, 2024 and noted the following:

**Capital Projects** – With the colder weather, public works and capital improvement projects have slowed and there are a few projects that are waiting for drier ground, especially the three bio basins on the campus that need to be finished and put into use.

**Branch Canal Revetment Project** – FDRPC was notified that project funding was approved by FEMA. The kickoff meeting with the Delaware Emergency Management Agency (DEMA) was held February 13, 2024, to discuss grant administration, draw downs and how to proceed.

Currently, a permit is pending from the Army Corps of Engineers, and upon issuance, a permit from the Delaware Department of Natural Resources and Environmental Control (DNREC) will follow. DEMA advised proceeding with the design bidding process while awaiting permitting for two important reasons. First, there is an anticipated cost increase compared to the original application submitted two years ago. FEMA allows for this adjustment, and FDRPC can submit a budget amendment accordingly. Secondly, securing a successful bid will enable FDRPC to establish a schedule with a contractor. These contractors are specialized, and there may be a longer lead time for mobilization. While the schedule and mobilization date are yet to be determined, the public and residents will be kept informed about the project's status.

#### **Permitting Issues:**

- **Operable Unit 6 - Old Battery Lane.** The environmental covenant has been executed and recorded and they are awaiting the certificate of completion of remedy, which is the final stage.
- **Operable Unit 6 - Old Battery Lane and Operable Unit 10 - the archives building.** The sediment and stormwater management plans for Operable Unit 6 - Old Battery Lane and Operable Unit 10 - the archives building, have been approved by DNREC and they are scheduling the preconstruction meeting to talk about phasing. Some monitoring wells in Operable Unit 10 during the permitting will now be removed.
- **Operable Unit 7 - Marina Village.** DNREC has requested additional testing. There is a small amount of naturally occurring arsenic and they want to ensure that the area is identified completely in order to remediate the soil.
- **Operable Unit 11 - Battery Elder.** They are beginning the process of testing, to be done by Bright Fields, and hopefully getting the certificate of completion of remedy on that site as well.

**Real Estate** – There has been some rental turnover, which is natural for the number of units. The vacant lot at 1311 Officers Row remains listed. There was an offer that was withdrawn.

**Mr. Foreman moved for acceptance of the Executive Director's Report, seconded by Mr. Edgell and unanimously carried.**

#### **COMMITTEE REPORTS**

##### **FDRPC Design and Historic Preservation Committee Meeting of September 6, 2023**

Mr. Doug Eriksen, Chair of the FDRPC Design and Historic Preservation Committee, reviewed the report for September 6, 2023.

**Mr. Graci moved for acceptance of the report, seconded by Secretary Garvin and unanimously carried.**

**FDRPC Land Use Planning Committee Meeting of September 26, 2023**

Mr. David Edgell, Chair of the FDRPC Land Use Planning Committee, reviewed the report for September 26, 2023.

**Mr. Graci moved for acceptance of the report, seconded by Secretary Garvin and unanimously carried.**

**FDRPC Finance and Audit Committee Meeting of November 13, 2023**

**Mr. Graci moved for acceptance of the FDRPC Finance and Audit Committee Report of November 13, 2023. The motion was seconded by Secretary Garvin and unanimously carried.**

**FDRPC Executive Committee Meeting of December 4, 2023**

**Mr. Graci moved for acceptance of the FDRPC Executive Committee Report of December 4, 2023. The motion was seconded by Secretary Garvin and unanimously carried.**

**DELAWARE CITY UPDATES**

Ms. Michelle Graham, acting Delaware City manager, reported that the city has an ongoing video camera project. She noted that a more detailed update would be provided at the next meeting.

**PUBLIC COMMENT**

None.

**RECESS INTO EXECUTIVE SESSION - DISCUSSIONS REGARDING SALES OR LEASES OF REAL PROPERTY**

**Mr. Foreman moved to recess into executive session, seconded by Mr. Graci and unanimously carried.**

Meeting recessed at 9:47 a.m.

**RECONVENE**

**Mr. Eriksen moved to reconvene the FDRPC Board meeting, seconded by Mr. Edgell and unanimously carried.**

Meeting reconvened at 10:51 a.m.

**POTENTIAL ACTION ON DISCUSSIONS REGARDING SALES OR LEASES OF REAL PROPERTY**

None.

**NEXT MEETING DATE**

The next meeting is scheduled for March 13, 2024 at 9:30 a.m.

**ADJOURNMENT**

**Mr. Graci moved for adjournment, seconded by Ms. Rogers and unanimously carried.**

Meeting Adjourned at 10:51 a.m.

APPROVED: April 10, 2024