



## **Fort DuPont Redevelopment and Preservation Corporation Board of Directors Meeting**

**Wednesday, January 14, 2026 at 9:30 a.m.**

Delaware City Library and Community Center - Surfboard Room  
250 5th Street, Delaware City, DE 19706

*Meeting held at alternate location*

### **AGENDA**

1. Call to Order
2. Roll Call
3. Approval of Minutes
  - a. FDRPC Corporation Meeting – November 12, 2025
  - b. FDRPC Executive Committee Minutes – November 24, 2025
4. Treasurer's Report
5. Executive Director's Report
6. Board Meeting Dates and Location for 2026
7. Delaware City Updates
8. Public Comment
9. Recess Into Executive Session {Pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property, §10004(b)(4) Strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation, but only when an open meeting would have an adverse effect on the bargaining or litigation position of the public body.}
10. Actions to be Voted upon from Executive Session (if applicable)
11. Next Meeting Date – February 11, 2026 at 9:30 a.m.
12. Adjournment

*Please note: Pursuant to 29 Del. C 10004(e)(2), this Agenda may be changed to include additional items including executive sessions or to delete items that arise at the time of the meeting.*

*Potential executive session pursuant to 29 Del. C. 10004(b)(9) ("Personnel matters in which the names, competency and abilities of individuals employees...are discussed.")*

*Potential executive session pursuant to 29 Del. C. 10004(b)(2) ("discussions regarding sales or leases of real property) and 29 Del C. 10004 (b)(6) (discussion of the content of documents, excluded from the definition of "public record," where such discussion may disclose the contents of such documents).*

*Potential executive session pursuant to 29 Del. C. 1004 (b)(4) ("Strategy sessions, including those involving legal advice or opinion from an attorney-at-law...") and 29 Del. C. 10004(b)(6) (discussion of the contents of documents, excluded from the definition of "public record," where such discussion may disclose the contents of such documents.*

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

The Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting was held on November 12, 2025, at the Delaware City Library, 250 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 9:31 a.m.

**BOARD MEMBERS PRESENT**

Mr. John McMahon (Board Chair)  
Mr. David Edgell (Office of State Planning)  
Mr. Doug Erickson (Delaware City Resident)  
Ms. Winvenia Graham (Delaware City Resident)  
Mr. Michael Graci (Fort DuPont Resident)  
Ms. Britany Loveland (Delaware City Manager)  
Representative Kendra Johnson (Capital Improvements Committee)  
Secretary Greg Patterson (DNREC)  
Ms. Wendy Rogers (Fort DuPont Resident)  
Mr. Bert Scoglietti (designee of Controller General of the State of Delaware)

**BOARD MEMBERS ABSENT**

Mr. Rony Balthazar-Lopez (Secretary of State)  
Mr. Kurt Foreman (Delaware Prosperity Partnership)  
Senator Spiros Mantzavinos (Capital Improvements Committee)  
Ms. Ann Visalli (Office of Management and Budget)

**STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Ms. Janice Moturi, FDRPC Deputy Director/Controller  
Ms. Pam Scott, Saul Ewing Arnstein and Lehr LLP.  
Mr. Richard Forsten, Saul Ewing Arnstein and Lehr LLP.  
Ms. Crystal Pini-McDaniel, FDRPC Operations Manager  
Ms. Valerie Miller, FDRPC Planner

**OTHERS PRESENT**

Ms. Kelli Racca, Friends of Fort DuPont Board Chairperson

**APPROVAL OF MINUTES – FORT DUPONT REDEVELOPMENT AND  
PRESERVATION CORPORATION (FDRPC) BOARD MEETING MINUTES OF  
OCTOBER 8, 2025, THE EXECUTIVE COMMITTEE MEETING MINUTES OF AND  
THE EXECUTIVE COMMITTEE MEETING MINUTES OF OCTOBER 27, 2025**

**Mr. Graci moved for approval of the FDRPC Board meeting minutes of October 8, 2025. The motion was seconded by Ms. Graham and unanimously carried.**

**Mr. Edgell moved for approval of the FDRPC Executive Committee meeting minutes of October 27, 2025, pending one correction. The motion was seconded by Mr. Graci and unanimously carried.**

### **TREASURER'S REPORT**

Mr. Bert Sciglietti, Treasurer, reviewed FDRPC's Budget vs. Actuals: Budget FY26 P&L for July 2025 – June 2026, as of September 2025 and noted the following:

- 4010 State Appropriation – No change in this figure but a reminder that \$1M of the \$3M state appropriation was drawn down in August.
- 4100 Rental Income – Total income is up about \$40,000 over the August period.
- Reserves – No change in these amounts, but a reminder that these are funded as per the Board adopted policies for reserves.
- 6505 Professional Fees – Up over \$19K over the August numbers.
- 6700 Improvements – Are up \$23K, of which about half are for the duplexes.
- 7000 Operating Expenses – This figure is tracking low compared to budget.
- 7100 Common Area Maintenance – Up over \$33K for the month due to continued lawncare expenses but expected to go down during the winter months.
- 7700 Payroll Expenses – 25% of the budget is tracking nicely.
- Total expenses are up with revenue; there is a net income of \$11,540. This number will fluctuate as the state's expenditure is drawn down throughout the year.

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

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

Mr. Tim Slavin, Executive Director, reviewed the Executive Director's Monthly Report for the period of September 1, 2025, to September 30, 2025, and noted the following:

**Canal District Drain Replacement.** The drain issue behind the housing along Crawford Street has been addressed and the site has been closed.

**Branch Canal Revetment.** The project is underway, with the pre-construction meeting held on October 29, 2025. Mobilization has begun. A-Del and Mr. Slavin have contacted nearby residents to make them aware of potential disruptions due to construction.

**Old Elm Subdivision.** The Old Elm subdivision is scheduled to go before the Delaware City Mayor and Council on November 17, 2025.

**Town Center Subdivision.** The Town Center subdivision is currently under staff review by Delaware City.

**New Operable Unit (OU).** DNREC has been asked to establish a new OU that would include the acreage comprising the Town Center subdivision.

**Battery Elder OU.** Battery Elder, a former dump site on campus currently receiving attention from the EPA, has recently been found to contain lead hotspots, triggering the need for a new remediation plan. This may result in temporary trail closures, to be determined by Delaware State Parks.

**Rental Units.** There are currently three vacancies in the rental portfolio; however, all units on Old Battery Lane are occupied.

**Parade Ground.** The no-mow area on the Parade Ground has been cleared.

**Mr. Graci moved for the acceptance of the Executive Director's report, seconded by Ms. Graham and carried unanimously carried.**

#### **PRESENTATION ON ARCHITETUAL FINDINGS ON THE POST THEATER**

Board Chair Kelli Racca, Planner Valerie Miller, and Executive Director Tim Slavin presented an update on the War Department Theater. The Board was reminded that the theater was constructed in 1933 under War Department Standard Plan 608-220-251 and is approximately 6,244 square feet with a current capacity of 314 seats. Existing conditions and campus context were reviewed as part of the presentation.

The presenters reported that Tevebaugh Architecture has completed a building assessment and program feasibility study, including a building shell assessment with an outline scope for restoration, 3D building scan and modeling, structural assessment, systems analysis, and potential architectural space programming. They also noted ongoing learning efforts, including consultation with theater planning expert Ted Ohl of Schuler Shook Theatre Planners, as the team continues to refine next steps for the project.

#### **DELAWARE CITY UPDATES**

Ms. Britney Loveland, Delaware City Manager, provided the following Delaware City updates:

- DelDot has installed a new detour sign at the Rt. 9 closure after receiving feedback from residents.
- New 'Delaware City' signs have been installed on Cox Neck Rd and at the roundabout.
- The next Mayor and Council meeting is on November 17, 2025, at 6:30 p.m.
- The next bicentennial planning meeting will be November 19, 2025, at 6:00 p.m. at the Community Center.
- Town Hall will be closed November 27 and 28, 2025.

#### **PUBLIC COMMENT**

A member of the public inquired about prospective programming for the War Department Theater, specifically asking when a screening of *The Rocky Horror Picture Show* might be scheduled.

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

Ms. Loveland moved to recess into Executive Session pursuant to 29 Del. C. §10004(b)(2) Preliminary discussions on site acquisitions for any publicly funded capital improvements, or sales or leases of real property and §10004(b)(4) Strategy sessions, including those involving legal advice or opinion from an attorney-at-law, with respect to collective bargaining or pending or potential litigation, but only when an open meeting would have an adverse effect on the bargaining or litigation position of the public body. The motion was seconded by Mr. Graci and unanimously carried.

The meeting recessed at 10:20 a.m.

**RECONVENE**

Ms. Loveland moved to reconvene the FDRPC Board meeting, seconded by Mr. Graci and unanimously carried. The meeting reconvened at 10:37 a.m.

**ACTIONS TO BE VOTED UPON FROM EXECUTIVE SESSION**

None

**NEXT MEETING DATE**

The next meeting is scheduled for December 10, 2025, at 9:30 a.m.

**AJOURNMENT**

Mr. Graci moved for adjournment. The motion was seconded by Ms. Graham and unanimously carried.

Meeting Adjourned at 10:37 a.m.

Approved:

## **FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION EXECUTIVE COMMITTEE MEETING**

The Fort DuPont Redevelopment and Preservation Corporation (FDRPC) Executive Committee meeting was held on November 24, 2025, via Zoom with the anchor location at the FDRPC office at: 260 Old Elm Ave, Delaware City, DE 19706, with Chair John McMahon presiding.

### **CALL TO ORDER**

Chair McMahon called the FDRPC Executive Committee meeting to order at 9:31 a.m.

### **COMMITTEE MEMBERS PRESENT**

Mr. John McMahon (Board Chairperson)  
Mr. David Edgell (Office of State Planning Coordination)  
Mr. Mike Graci (Fort DuPont Resident)  
Ms. Wendy Rogers (Resident of Fort DuPont)  
Mr. Bert Scoglietti (FDRPC Treasurer)

### **COMMITTEE MEMBERS ABSENT**

Ms. Britany Loveland (City Manager – Delaware City)

### **STAFF MEMBERS PRESENT**

Mr. Tim Slavin, FDRPC Executive Director  
Mr. Richard Forsten, Saul Ewing LLP  
Ms. Pam Scott, Saul Swing LLP  
Ms. Valerie Miller, FDRPC Planner

### **STATUS ON KEY PROJECTS**

Mr. Tim Slavin, FDRPC Executive Director, provided updates on the following projects:

#### Canal Bank Revetment

The revetment project is well underway and progressing along the canal bank toward the Delaware River. The bank has been cleared of trees and vegetation, improving viewsheds and sightlines. A-Del, the contractor, is providing two-week look-ahead schedules. The first section of the coffer dam has been installed, with dewatering, excavation, and placement of riprap scheduled for this period and anticipated to be completed by December 4, 2025, at which time work will move downstream to the next section. All in-water work must be completed by March 1, 2026. No impediments have been encountered to date, though weather may become a factor. No formal complaints have been received, and Mr. Slavin shared progress photographs with the Committee.

#### PX Building

Custom-made front doors and a transom window, as well as new front windows, have been ordered for the PX Building. A new subfloor has been installed to address multiple weak spots in the existing flooring and to improve safety.

Rental Units

All duplex units on Old Battery Lane have been rented, with the final occupancy scheduled for December 10, 2026. A few vacancies remain elsewhere on the campus.

Operations

Mr. Slavin has developed career ladder frameworks for staff. A five-level structure has been created for grounds and maintenance staff, and a three-level structure has been created for the operations staff member. These career ladders will be implemented effective January 1, 2026.

**EXECUTIVE SESSION**

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

Meeting recessed at 9:42 a.m. Meeting reconvened at 9:59 a.m.

**ACTIONS TO BE VOTED UPON FROM THE EXECUTIVE SESSION**

There was no action to be taken as a result of the executive session.

**ADJOURNMENT**

Meeting Adjourned at 10:00 a.m.

APPROVED:

**Fort DuPont Redevelopment and Preservation Corporation**  
**Budget vs. Actuals: Budget\_FY26\_P&L - FY26 P&L**  
**July 2025 - June 2026**

|  | <b>Nov-25</b>         |                       |                         |                    |
|--|-----------------------|-----------------------|-------------------------|--------------------|
|  | <b>Actual</b>         | <b>Budget</b>         | <b>over Budget</b>      | <b>% of Budget</b> |
| <b>Income</b>                                    |                       |                       |                         |                    |
| 4010 State Appropriation                         | \$2,000,000.00        | \$3,000,000.00        | (\$1,000,000.00)        | 66.67%             |
| 4100 Rental Income                               | \$73,837.56           | \$250,967.00          | (\$177,129.44)          | 29.42%             |
| 4100-46 Obl Duplexes                             | \$0.00                | \$100,800.00          | (\$100,800.00)          | 0.00%              |
| 4100-Dnrec                                       | \$0.00                | \$10,500.00           | (\$10,500.00)           | 0.00%              |
| 4100-Garden Plot Rental                          | \$0.00                | \$1,650.00            | (\$1,650.00)            | 0.00%              |
| 4100-Omb   | \$0.00                | \$9,315.00            | (\$9,315.00)            | 0.00%              |
| 4110 Special Event Revenue                       | \$0.00                | \$0.00                | \$0.00                  | 0.00%              |
| 4111 Misc Events                                 | \$820.27              | \$0.00                | \$820.27                | 0.00%              |
| <b>Total 4110 Special Event Revenue</b>          | <b>\$820.27</b>       | <b>\$0.00</b>         | <b>\$820.27</b>         | <b>0.00%</b>       |
| 4130 Cam Revenue                                 | \$0.00                | \$0.00                | \$0.00                  | 0.00%              |
| 4131 Lawncare - Cam (State Tenants)              | \$0.00                | \$16,040.00           | (\$16,040.00)           | 0.00%              |
| 4132 Snow/Ice - Cam (State Tenants)              | \$0.00                | \$25,112.00           | (\$25,112.00)           | 0.00%              |
| <b>Total 4130 Cam Revenue</b>                    | <b>\$0.00</b>         | <b>\$41,152.00</b>    | <b>(\$41,152.00)</b>    | <b>0.00%</b>       |
| 4150 Tenant Reimbursements                       | \$0.00                | \$0.00                | \$0.00                  | 0.00%              |
| 4151 Utility Reimbursements                      | (\$33,409.47)         | \$217,392.18          | (\$250,801.65)          | -15.37%            |
| <b>Total 4150 Tenant Reimbursements</b>          | <b>(\$33,409.47)</b>  | <b>\$217,392.18</b>   | <b>(\$250,801.65)</b>   | <b>-15.37%</b>     |
| <b>Total 4100 Rental Income</b>                  | <b>\$41,248.36</b>    | <b>\$631,776.18</b>   | <b>(\$591,023.09)</b>   | <b>6.45%</b>       |
| 4300 Grants                                      |                       |                       |                         |                    |
| NTHP Grant                                       | \$2,500.00            | \$5,000.00            | (\$2,500.00)            | 50.00%             |
| Fema Grant                                       | \$2,424.00            | \$0.00                | \$2,424.00              | 0.00%              |
| <b>Total 4300</b>                                | <b>\$4,924.00</b>     | <b>\$5,000.00</b>     | <b>(\$76.00)</b>        | <b>98.48%</b>      |
| 4500 Htc Credits                                 | \$0.00                | \$188,000.00          | (\$188,000.00)          | 0.00%              |
| 4800 Bank Loans - Budgeted Proceeds              | \$0.00                | \$0.00                | \$0.00                  | 0.00%              |
| 4821 Canal District - Phase 1D                   | \$0.00                | \$0.00                | \$0.00                  | 0.00%              |
| <b>Total 4800 Bank Loans - Budgeted Proceeds</b> | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>           | <b>0.00%</b>       |
| Utility Refund                                   | \$25,882.56           | \$0.00                | \$25,882.56             | 0.00%              |
| <b>Total Income</b>                              | <b>\$2,072,054.92</b> | <b>\$3,824,776.18</b> | <b>(\$1,752,721.26)</b> | <b>54.17%</b>      |
| <b>Gross Profit</b>                              | <b>\$2,072,054.92</b> | <b>\$3,824,776.18</b> | <b>(\$1,752,721.26)</b> | <b>54.17%</b>      |

Nov-25

|   | Actual              | Budget              | over Budget           | % of Budget    |
|---|---------------------|---------------------|-----------------------|----------------|
| Expenses                                  |                     |                     |                       |                |
| Reserves                                  |                     | \$368,481.56        | (\$368,481.56)        | 0.00%          |
| Budget Reserve Policy                     | \$180,481.56        |                     | \$180,481.56          |                |
| Consingency Reserve                       | \$38,000.00         |                     | \$38,000.00           |                |
| Capital Asset Replacement Fund            | \$150,000.00        |                     | \$150,000.00          |                |
| <b>Total Budget Reserve</b>               | <b>\$368,481.56</b> | <b>\$368,481.56</b> | <b>\$0.00</b>         | <b>100.00%</b> |
| 6460 Environmental                        | \$0.00              | \$60,354.84         | (\$60,354.84)         | 0.00%          |
| 6464 Soil Analysis                        | \$0.00              | \$32,879.82         | (\$32,879.82)         | 0.00%          |
| <b>Total 6460 Environmental</b>           | <b>\$0.00</b>       | <b>\$93,234.66</b>  | <b>(\$93,234.66)</b>  | <b>0.00%</b>   |
| 6470 Feasibility Studies                  | \$0.00              | \$0.00              | \$0.00                |                |
| 6720X Marina                              | \$0.00              | \$0.00              | \$0.00                |                |
| <b>Total 6470 Feasibility Studies</b>     | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>         |                |
| 6480 Special Event Expenses               | \$600.00            | \$2,706.67          | (\$2,106.67)          | 22.17%         |
| 6486 Pints & Pumpkins                     | \$0.00              | \$3,038.44          | (\$3,038.44)          | 0.00%          |
| 6487 Family Movie Night                   | \$0.00              | \$1,619.61          | (\$1,619.61)          | 0.00%          |
| 6488 Friends Group                        | \$2,646.30          | \$45.97             | \$2,600.33            | 5756.58%       |
| <b>Total 6480 Special Event Expenses</b>  | <b>\$3,246.30</b>   | <b>\$7,410.69</b>   | <b>(\$4,164.39)</b>   | <b>43.81%</b>  |
| 6500 Professional Fees                    | \$0.00              | \$0.00              | \$0.00                |                |
| 6505 Prof Fees - Engineering              | \$5,573.75          | \$48,732.89         | (\$43,159.14)         | 11.44%         |
| 6505-02 Master Planning                   | \$34,142.00         | \$0.00              | \$34,142.00           |                |
| 6505-20 Branch Canal                      | \$44,119.25         | \$0.00              | \$44,119.25           |                |
| <b>Total 6505 Prof Fees - Engineering</b> | <b>\$83,835.00</b>  | <b>\$48,732.89</b>  | <b>\$35,102.11</b>    | <b>172.03%</b> |
| 6515 Prof Fees - Architectural            | \$0.00              | \$1,209.17          | (\$1,209.17)          | 0.00%          |
| 6520R Prof Fees - Legal                   | \$21,197.55         | \$133,929.16        | (\$112,731.61)        | 15.83%         |
| 6525R Prof Fees - Accounting              | \$12,175.00         | \$50,108.97         | (\$37,933.97)         | 24.30%         |
| 6545 Roadways/Utilities                   | \$0.00              | \$2,745.16          | (\$2,745.16)          | 0.00%          |
| <b>Total 6500 Professional Fees</b>       | <b>\$117,207.55</b> | <b>\$236,725.35</b> | <b>(\$119,517.80)</b> | <b>49.51%</b>  |
| 6535 Permitting                           | \$1,695.00          | \$6,496.86          | (\$4,801.86)          | 26.09%         |
| 6600R Fees - Other                        | \$1,500.00          | \$0.00              | \$1,500.00            |                |
| 6601 Professional Memberships             | \$1,800.00          | \$3,615.00          | (\$1,815.00)          | 49.79%         |
| 6610 Bank Fees                            | \$377.00            | \$1,157.58          | (\$780.58)            | 32.57%         |
| 6625 Bank Charges                         | \$33.00             | \$300.00            | (\$267.00)            | 11.00%         |
| 6627 Applied Bank Fees                    | \$0.00              | \$20.00             | (\$20.00)             | 0.00%          |
| <b>Total 6625 Bank Charges</b>            | <b>\$0.00</b>       | <b>\$320.00</b>     | <b>(\$320.00)</b>     | <b>0.00%</b>   |
| 6631 Del City Rental Tax                  | \$1,763.61          | \$1,994.34          | (\$230.73)            | 88.43%         |
| <b>Total 6600R Fees - Other</b>           | <b>\$5,473.61</b>   | <b>\$7,086.92</b>   | <b>(\$1,613.31)</b>   | <b>77.24%</b>  |

Nov-25

|                                       | Actual              | Budget              | over Budget           | % of Budget   |
|---------------------------------------|---------------------|---------------------|-----------------------|---------------|
| 6700 IMPROVEMENTS                     | \$25,255.85         | \$934,000.00        | (\$908,744.15)        | 2.70%         |
| 6709 Building 24-FDRPC Office         | \$11,626.73         | \$0.00              | \$11,626.73           |               |
| 6710 Improvements:Batteries           | \$6,783.50          | \$0.00              | \$6,783.50            |               |
| 6711 Building 20-Px                   | \$16,547.33         | \$0.00              | \$16,547.33           |               |
| 6712 Improvements:Building 24-Theater | \$3,916.00          | \$0.00              | \$3,916.00            |               |
| 6713 Building 55 Chapel               | \$7,685.71          | \$0.00              | \$7,685.71            |               |
| 6721 Roundabout                       | \$3,696.33          | \$0.00              | \$3,696.33            |               |
| 6724 Marina                           | \$55,000.00         | \$0.00              | \$55,000.00           |               |
| 6734 Building 23-Band Barracks        | \$1,068.00          | \$0.00              | \$1,068.00            |               |
| 6738 Duplexes on OBL                  | \$36,965.00         | \$0.00              | \$36,965.00           |               |
| 6741 Building 30-Stable               | \$11,725.00         | \$0.00              | \$11,725.00           |               |
| 6744 Maintenance Shop                 | \$1,844.98          | \$0.00              | \$1,844.98            |               |
| 6748 Building 52-Tilton               | \$2,163.25          |                     |                       |               |
| 6749 Pump House                       | \$28,400.00         | \$0.00              | \$28,400.00           |               |
| 6773 Bio Basins                       | \$80,970.75         |                     |                       |               |
| <b>Total 6700 Improvements</b>        | <b>\$293,648.43</b> | <b>\$934,000.00</b> | <b>(\$640,351.57)</b> | <b>31.44%</b> |
| 6800 Site Utilities                   | \$11,329.45         | \$0.00              | \$11,329.45           |               |
| 6810 Electric                         | \$41,875.23         | \$171,382.04        | (\$129,506.81)        | 24.43%        |
| 6815 Gas                              | \$0.00              | \$18,921.70         | (\$18,921.70)         | 0.00%         |
| 6820 Water                            | \$8,429.51          | \$31,781.14         | (\$23,351.63)         | 26.52%        |
| 6825 Sewer                            | \$3,874.46          | \$24,164.27         | (\$20,289.81)         | 16.03%        |
| 6826 Sprinkler                        | \$443.72            |                     |                       |               |
| 6830 Phone/Internet                   | \$202.66            | \$435.31            | (\$232.65)            | 46.56%        |
| 6835 Trash                            | \$2,495.16          | \$4,632.74          | (\$2,137.58)          | 53.86%        |
| <b>Total 6800 Site Utilities</b>      | <b>\$68,650.19</b>  | <b>\$251,317.20</b> | <b>(\$182,667.01)</b> | <b>27.32%</b> |
| 7000 Operating Expenses               | \$0.00              | \$0.00              | \$0.00                |               |
| 7005 Museum                           | \$0.00              | \$0.00              | \$0.00                |               |
| 7009 Computer Support                 | \$5,286.93          | \$11,350.05         | (\$6,063.12)          | 46.58%        |
| 7010 Office Supplies                  | \$2,669.97          | \$19,130.27         | (\$16,460.30)         | 13.96%        |
| 7015 Taxes & Licenses                 | \$1,045.00          | \$265.00            | \$780.00              | 394.34%       |
| 7020 Travel                           | \$2,448.19          | \$5,000.00          | (\$2,551.81)          | 48.96%        |
| 7025 Meals And Entertainment          | \$757.24            | \$7,197.08          | (\$6,439.84)          | 10.52%        |
| 7030 Utilities - Office               | \$11,901.33         | \$47,685.23         | (\$35,783.90)         | 24.96%        |
| 7035 Phone/Internet - Office          | \$0.00              | \$4,338.39          | (\$4,338.39)          | 0.00%         |
| 7040 Repairs & Maintenance            | \$0.00              | \$8,276.46          | (\$8,276.46)          | 0.00%         |
| 7051 Uniforms                         | \$0.00              | \$5,000.00          | (\$5,000.00)          | 0.00%         |
| <b>Total 7000 Operating Expenses</b>  | <b>\$24,006.66</b>  | <b>\$108,242.48</b> | <b>(\$84,235.82)</b>  | <b>22.18%</b> |

Nov-25

|   | Actual              | Budget              | over Budget           | % of Budget   |
|---|---------------------|---------------------|-----------------------|---------------|
| 7100 Common Area Maintenance              | \$10,862.50         | \$0.00              | \$10,862.50           |               |
| 7105 Lawn Care                            | \$85,310.00         | \$116,308.16        | (\$30,998.16)         | 73.35%        |
| 7110 Storm Water Management               | \$0.00              | \$1,599.00          | (\$1,599.00)          | 0.00%         |
| 7115 Pest Control                         | \$0.00              | \$2,250.26          | (\$2,250.26)          | 0.00%         |
| 7120 Fire & Security Monitoring           | \$1,151.00          | \$4,362.54          | (\$3,211.54)          | 26.38%        |
| 7125 Snow & Ice Removal                   | \$0.00              | \$26,757.20         | (\$26,757.20)         | 0.00%         |
| 7130 Building Repairs & Maintenance       | \$36,397.55         | \$8,361.16          | \$28,036.39           | 435.32%       |
| 7135 Road Repairs                         | \$0.00              | \$0.00              | \$0.00                |               |
| 7140 Landscaping Maintenance              | \$45,635.09         | \$86,047.28         | (\$40,412.19)         | 53.03%        |
| 7141 Auto                                 | \$17,545.23         | \$6,000.00          | \$11,545.23           | 292.42%       |
| 7145 Equipment Expense                    | \$1,294.97          | \$9,959.16          | (\$8,664.19)          | 13.00%        |
| 7146 Supplies                             | \$5,338.47          | \$2,340.97          | \$2,997.50            | 228.05%       |
| 7830 Utilities                            | \$749.13            | \$16,192.73         | (\$15,443.60)         | 4.63%         |
| <b>Total 7100 Common Area Maintenance</b> | <b>\$204,283.94</b> | <b>\$280,178.46</b> | <b>(\$75,894.52)</b>  | <b>72.91%</b> |
| 7200 Debt Expense                         | \$0.00              | \$23,106.96         | (\$23,106.96)         | 0.00%         |
| 7205 P & I - Applied Bank 810             | \$27,210.92         | \$50,740.54         | (\$23,529.62)         | 53.63%        |
| 7206 P & I - Applied 0380                 | \$30,031.75         | \$72,076.20         | (\$42,044.45)         | 41.67%        |
| Del-One Line of Credit 8926               | \$0.00              |                     |                       |               |
| Del-One Vehicle Loan 8800                 | \$1,809.94          |                     |                       |               |
| <b>Total 7200 Debt Expense</b>            | <b>\$59,052.61</b>  | <b>\$145,923.70</b> | <b>(\$86,871.09)</b>  | <b>40.47%</b> |
| 7300 Depreciation Expense                 | \$0.00              | \$0.00              | \$0.00                |               |
| 7500 Marketing Expenses                   | \$30,663.06         | \$42,000.00         | (\$11,336.94)         | 73.01%        |
| <b>Total 7500 Marketing Expenses</b>      | <b>\$30,765.06</b>  | <b>\$42,000.00</b>  | <b>(\$11,234.94)</b>  | <b>73.25%</b> |
| 7700 Payroll Expenditures                 | \$184.74            | \$9,792.25          | (\$9,607.51)          | 1.89%         |
| 7710 401K                                 | \$8,126.00          | \$12,215.32         | (\$4,089.32)          | 66.52%        |
| 7720 Employee Benefits - Health           | \$69,442.20         | \$189,052.23        | (\$119,610.03)        | 36.73%        |
| 7721 Employee Benefits - Dental           | (\$108.70)          | \$0.00              | (\$108.70)            |               |
| 7722 Employee Benefits - Vision           | \$425.50            | \$0.00              | \$425.50              |               |
| 7723 Employee Benefits - Fsa              | \$360.00            | \$4,788.74          | (\$4,428.74)          | 7.52%         |
| 7725 Employee Benefits - Ancillary        | \$1,350.98          | \$0.00              | \$1,350.98            |               |
| 7730 Payroll Tax Expense                  | \$21,609.21         | \$42,031.25         | (\$20,422.04)         | 51.41%        |
| 7740 Salaries & Wages                     | \$289,706.11        | \$686,282.76        | (\$396,576.65)        | 42.21%        |
| 7750 Payroll Service Fees                 | \$887.51            | \$22,522.52         | (\$21,635.01)         | 3.94%         |
| <b>Total 7700 Payroll Expenditures</b>    | <b>\$391,983.55</b> | <b>\$946,685.07</b> | <b>(\$554,701.52)</b> | <b>41.41%</b> |

Nov-25

|  | Actual                | Budget                | over Budget             | % of Budget    |
|--|-----------------------|-----------------------|-------------------------|----------------|
| 7850 Insurance                                       | \$2,033.79            | \$0.00                | \$2,033.79              |                |
| 7851 General Liability                               | \$11,621.49           | \$19,612.91           | (\$7,991.42)            | 59.25%         |
| 7852 Flood Insurance                                 | \$0.00                | \$6,181.00            | (\$6,181.00)            | 0.00%          |
| 7853 Property  | \$67,627.54           | \$91,530.13           | (\$23,902.59)           | 73.89%         |
| 7855 Workers Comp Insurance                          | \$3,252.00            | \$8,411.71            | (\$5,159.71)            | 38.66%         |
| 7856 Auto  | \$6,264.00            | \$25,062.32           | (\$18,798.32)           | 24.99%         |
| 7857 D & O/ E&O Insurance                            | \$8,539.81            | \$8,367.80            | \$172.01                | 102.06%        |
| <b>Total 7850 Insurance</b>                          | <b>\$99,338.63</b>    | <b>\$159,165.87</b>   | <b>(\$59,827.24)</b>    | <b>62.41%</b>  |
| Property Management & Other Expense                  | \$0.00                | \$35,048.70           | (\$35,048.70)           | 0.00%          |
| 7810 Bank Charges                                    | \$124.00              | \$0.00                | \$124.00                |                |
| 7880 Repair & Maintenance                            | \$0.00                | \$150,000.00          | (\$150,000.00)          | 0.00%          |
| <b>Total Property Management &amp; Other Expense</b> | <b>\$124.00</b>       | <b>\$185,048.70</b>   | <b>(\$184,924.70)</b>   | <b>0.07%</b>   |
| <b>Total Expenses</b>                                | <b>\$1,725,157.09</b> | <b>\$3,771,997.62</b> | <b>(\$2,046,840.53)</b> | <b>-84.28%</b> |
| <b>Net Operating Income</b>                          | <b>\$346,897.83</b>   | <b>\$52,778.56</b>    | <b>\$294,119.27</b>     | <b>117.94%</b> |
| Other Income   | \$0.00                | \$0.00                | \$0.00                  |                |
| Interest Earned                                      | \$311.01              | \$0.00                | \$311.01                | 100.00%        |
| <b>Net Income</b>                                    | <b>\$347,208.84</b>   | <b>\$52,778.56</b>    | <b>\$294,430.28</b>     | <b>117.93%</b> |



## Executive Director Monthly Report

For the period December 1, 2025 to December 31, 2025

The meeting of the Board of Directors is scheduled for January 14, 2026, at 9:30 a.m. at the Delaware City Community Center, 250 Fifth Street, Delaware City.

*Note: This is the new location for board meetings. The Community Center also houses the Delaware City Library.*

### **Capital Projects**

#### **Branch Canal Revetment**

The project is underway, with approximately 40% of the canal bank revetment completed. The crews are currently working on the fourth coffer dam area.

**Town Center subdivision.** FDRPC staff met with Delaware City officials, a representative of AE/COM (contractor to Delaware City for plan review), Verdantas (FDRPC contractor), and Delaware City Manager Britney Loveland to discuss issues related to the **Town Center** subdivision proposal. Minor edits to the plan will be completed by Verdantas and submission will be made to the State of Delaware Preliminary Land Use Service (PLUS). The path forward for approval includes PLUS, then the Delaware City Planning Commission, and then Delaware City Council. The project is on the PLUS agenda for the February 4, 2026, meeting.

**Post Exchange.** All framing for the windows on the west side of the Post Exchange are blocked and ready for the delivery and installation of windows. Additionally, a new front door has been ordered. Anticipated delivery date for doors and windows is February 20, 2026.

**Chapel.** The porch on the Chapel is being replaced. The design for the replacement was completed previously by the architectural firm Preservation Alliance (Wilmington). The new porch addresses a public safety issue.

**Theater exterior shell.** The Friends of Fort DuPont have agreed to fund the restoration/rehabilitation of the exterior shell of the theater, with special focus on the doors and windows on the front entrance. The project will be funded from a grant received from the Community Reinvestment Fund of the Legislature.

**DNREC Archives building.** All mechanicals are installed, as are the doors to the building. Project is on schedule for July 31, 2026, completion.

**DNREC Maintenance building.** The project site has now been cleared of stored materials and available for FDRPC to begin site work. The site has previously been assessed, tested, and remediated through the brownfields process and has an approved stormwater management plan.

**Additional Operable Unit (OU) requested.** Working with Brightfields, FDRPC has made formal application for the creation of OU-14, which will encompass the Town Center subdivision area and the food warehouse. Additionally, FDRPC has now identified the balance of OUs needed to address all areas of the campus.

**Trail Phase I.** A meeting was held on December 18, 2025, on site with Verdantas and representatives of Delaware State Parks to discuss the proposed location of the first phase of the trail. The first phase will be a point-to-point trail from the parking lot of the boat ramp to “The Point” at the eastern end of Old Battery Lane. Delaware State Parks

personnel will summarize open issues related to trail location in a memorandum.

### **Operational Updates**

**2025 Impact Report.** The 2025 Impact Report is in final production, with Hook PR leading design and layout. The report is expected to be completed by month-end and will replace the traditional Annual Report. Upon completion, printed and/or electronic copies will be transmitted to the Governor, all members of the Delaware General Assembly, and the Delaware City Mayor and Council. The report will also be posted on the FDRPC website for public access.

### **Community Engagement**

**Delaware City Food Closet.** CFDRPC staff members Valerie Miller, Crystal Pini-McDaniel, and Tim Slavin volunteered hours to the Delaware City Food Closet in the preparation of more than 75 holiday food boxes. The boxes were distributed to families in Delaware City.

**Bellringing.** FDRPC staff members Valerie Miller, Crystal Pini-McDaniel, and Janice Moturi volunteered for a shift on the Salvation Army kettle bell, which was coordinated through the Middletown Rotary Club.

**Food Bank of Delaware.** FDRPC Valerie Miller, Crystal Pini-McDaniel, Janice Moturi, and Tim Slavin volunteered hours to the Food Bank of Delaware in the preparation of “backpack bags” for children heading home for the holiday break, and in the distribution of food in a drive-through food drive.

### **Other**

**Cultivation.** Details of cultivation activities are confidential at this time but have included site visits to the Old Elm Avenue single family lots, the Town Center residential duplex lots, the Tilton Building, and the Paynter Building. As a result of these activities, a letter of intent has been received, and two additional letters of intent are expected prior to the board meeting. (Note: Detailed discussion will occur in the executive session, if necessary.)



## **Fort DuPont Redevelopment and Preservation Corporation Board of Directors Meeting**

### **2026 Meeting Dates**

Delaware City Library and Community Center - Surfboard Room  
250 5th Street, Delaware City, DE 19706

Wednesday, January 14, 2026  
Wednesday, February 11, 2026  
Wednesday, March 11, 2026  
Wednesday, April 8, 2026  
Wednesday, May 13, 2026  
Wednesday, June 10, 2026  
Wednesday, July 8, 2026  
Wednesday, August 12, 2026  
Wednesday, September 9, 2026  
Wednesday, October 14, 2026  
Wednesday, November 11, 2026  
Wednesday, December 9, 2026