

**FORT MONROE AUTHORITY**  
**October 21, 2010 ~ Workshop Minutes**

The Fort Monroe Authority (FMA) Board workshop was held on October 21, 2010, at the Accessions Command on Fort Monroe.

**I. OPENING REMARKS**

Chairman Terrie Suit called the workshop to order at approximately 10:13 a.m.

*Present:* Chairman Terrie Suit, Vice-Chairman John R. Lawson, Colin G. Campbell, Carrie Cantrell for Secretary Jim Cheng, Senator John Miller, James Church, Maureen Matsen for Secretary Domenech, Councilman Ross Kearney, Mayor Molly J. Ward, G. Robert Aston, Jr.

Garrison Commander Colonel Anthony Reyes was also present.

*Absent:*

Kim Maloney, Delegate Tom Gear

**II. FORT MONROE AUTHORITY**

Bill Armbruster, Executive Director of the Fort Monroe Authority, reminded the Board Trustees that financial disclosures were due by the first of the year and parking decals could be obtained from the Provost Marshall's Office.

Mr. Armbruster stated FMA staff and consultants would give a brief presentation (Appendix I) to update the Board on present planning and projects. Following a brief update on the reuse plan, governing and guidance documents FMA attorneys; Steve Owens from the Office of the Attorney General and David Knisely of Garrity & Knisely, updated the Board on reversion and Economic Development Conveyance (EDC).

Chairman Suit stated that the Board needed to have a liaison to participate in EDC discussions. She then appointed Colin Campbell, John Lawson and Ross Kearney as liaisons to the board for EDC negotiations.

Chairman Suit stated that because there were three Board Trustees appointed as liaisons, any future meetings involving the three would have to be open to the public and follow the Robert's Rules of Order. Mr. Armbruster stated the next meeting would most likely be at the Pentagon and he would notify the Board Trustees of the date and location.

**III. HERITAGE ASSETS/ HISTORIC PRESERVATION**

Kathleen Kilpatrick, State Historic Preservation Officer and Cheryl Widell, Director of Heritage Assets and Historic Preservation, reviewed the National Historic Landmark District, Programmatic Agreement, Rehab Tax Credits and Design Standards.

Chairman Suit stated that the issue of security at the entrance gate needed to be addressed in order to ensure protection of the many historic assets on the Fort.

**IV. ENVIRONMENT/UTILITIES/INFRASTRUCTURE**

Julie Carver of Matrix Design Group gave the environmental update.

Jerry Moore, Director of Real Estate and Jamie Weist of Kimley-Horn gave an update on infrastructure challenges, opportunities and the infrastructure executive summary (Appendix II). Mr. Moore also discussed utility service negotiations and agreements.

**V. REAL ESTATE STRATEGY**

Jerry Moore gave an update on master development, interim and long term leasing and adaptive reuse. Mr. Moore discussed the number of available housing units and non-residential units available in addition to leasing rates.

**VI. ECONOMIC MODEL**

David Shiver gave an update on the economic model (Appendix III). Mr. Shiver reviewed the net financial position of FMA and the financial fiscal position of Hampton. Chairman Suit asked that the board receive a copy of the economic model either electronically or by receiving access to the database that it is filed on. Mr. Shiver noted that funding from the National Park Service was not included in the model. Chairman Suit stated she would like to see an update on the National Park Service on the next agenda. Mr. Armbruster stated it is on the agenda for the November 18th Board meeting.

**VII. PUBLIC PARTICIPATION OPPORTUNITIES**

Scott Enter, Director of Public Programs, gave an update on the Interpretive Master Plan Executive Summary (Appendix IV) and the Old Point Comfort Foundation. Mr. Enter discussed future programs, fees, partnerships, and themes that would be managed by the Public Programs department.

**VIII. MAKING A SEAMLESS TRANSITION**

Bill Armbruster and Colonel Anthony Reyes, Garrison Commander discussed keeping the community, minimizing the base closure impact and job creation at Fort Monroe after closure. Colonel Reyes stated the Army was working diligently to ensure a seamless transition with FMA by not closing facilities or stopping services currently provided.

**IX. ORGANIZATIONAL ITEMS**

Chairman Suit stated the original By-Laws (Appendix V) had been reproduced with numbered lines and double spacing to make revisions easier to track. Chairman Suit noted that the Board would not be voting on the By-Laws changes. Revisions to the By-Laws will be made by the Office of the Attorney General and voted on at the next meeting.

**X. ADJOURNMENT**

Chairman Suit stated the next meeting is on November 18<sup>th</sup>.

Chairman Suit motioned for the meeting to be adjourned at 2:36p.m.

Respectfully submitted,

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Nia Lissimore  
Assistant Secretary

**APPENDICES**

<b>APPENDIX I</b>	FMA Workshop Presentation
<b>APPENDIX II</b>	Infrastructure Executive Summary
<b>APPENDIX III</b>	Economic Model
<b>APPENDIX IV</b>	Interpretative Master Plan Executive Summary
<b>APPENDIX V</b>	FMA By-Laws