



Fort Monroe Authority Board of Trustees
Annual Board Retreat Day 1
April 16, 2025

Meeting
2:00 PM – 5:30 PM

Williamsburg Lodge
Piedmont Room
310 S England Street
Williamsburg, VA 23185

Call to Order **2:00 PM***

- | | | |
|----|------------------------|-------------------------------|
| 1. | Opening Comments | Dr. Rex Ellis, Chairman |
| 2. | Roll Call | Carmen Borja, Asst. Secretary |
| 3. | General Public Comment | Dr. Rex Ellis, Chairman |

Action Items: **2:10 PM***

- | | | |
|----|---|-------------------------|
| 4. | Minutes from February 13, 2025, Meeting | Dr. Rex Ellis, Chairman |
| | <ul style="list-style-type: none">• ACTION ITEM: Approve February 13, 2025, Board Minutes | |

Reports and Briefings **2:15 PM***

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| 5. | Chairman's Report | Dr. Rex Ellis, Chairman |
| 6. | Chief Executive Officer's Report | Scott Martin, CEO |
| 7. | Finance Report | John Hutcheson, COO/CFO |
| 8. | Fort Monroe Foundation Report | Vincent Tucker, FMF President |
| 9. | National Park Service Report | Jaci Wells, Superintendent |

Old Business **2:20 PM***

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|-----|--------------------------------------|-------------------------|
| 10. | Moving Properties to the Marketplace | John Hutcheson, COO/CFO |
| 11. | Utility Master Plan | John Hutcheson, COO/CFO |

12. African Landing Memorial Progress Report Scott Martin, CEO/ David Stroud, Dir. of C&NR, HPO

New Business 2:30 PM*

13. Coast Guard Transfer of Old Point Comfort Lighthouse David Stroud, Dir. Of C&NR, HPO

Open Discussion 2:40 PM*

Break 2:45 PM*

Retreat Welcome 3:00 PM*

Icebreaker 3:15 PM*

Review of Mission and Guardrails 3:45 PM*

The Journey to Today – The Work Tomorrow 4:30 PM*

Working Groups

- Capital Projects & Site Improvements
- Moving to Market – Prioritization on Commercial Development
- Placemaking & Branding
- Donor Engagement
- Guest Engagement & Activation

Adjournment of Day 1 5:30 PM*

Public meeting is concluded

- Board of Trustees and invited guests will move on to a private reception dinner
- No FMA business to be discussed
- FMA public meeting will reconvene Thursday morning
- Chairman adjourns the meeting

Private Reception Dinner 6:30 PM*

Dinner Concludes 8:00 PM*



Fort Monroe Authority Board of Trustees
Annual Board Retreat Day 2
April 17, 2025

Continental Breakfast
7:00 AM – 8:00 AM

Meeting
8:00 AM – 1:30 PM

Williamsburg Lodge
Piedmont Room
310 S England Street
Williamsburg, VA 23185

Call to Order		8:00 AM*
• Roll Call	Carmen Borja, Asst. Secretary	
Shaping The American Public Landscape, Mitchell Silver, ASLA		8:15 AM*
• Opening Comments and Introduction	Scott Martin, CEO	
Trustee Roundtable with Mitchell Silver		9:30 AM*
Break		10:15 AM*
Working Groups		10:30 AM*
Working Lunch		12:00 PM*
Group Report Out and Post Top Threes		12:15 PM*
Next Steps and Wrap-Up		1:00 PM*
Chair Adjourns the Retreat		1:30 PM*

All times are provided as estimates

****Next Meeting is June 18, 2025****



Fort Monroe Authority Board of Trustees
February 13, 2025
Meeting Minutes
DRAFT

The Fort Monroe Authority (FMA) Board of Trustees meeting was held on February 13, 2025, at the Patrick Henry Building, East Reading room, 1111 E. Broad Street, Richmond, VA.

Call to Order

1. Opening Comments – Dr. Rex Ellis, Chairman

Chairman Rex Ellis called the meeting to order at 1:00 PM and welcomed everyone.

2. Roll Call – Ms. Carmen Borja, Assistant Secretary

Ms. Borja called the roll and determined a quorum was present.

Members Present: Dr. Rex Ellis, Chairman
Mr. Jay Joseph, Vice-Chairman
Secretary Caren Merrick
The Honorable, A.C. Cordoza
Dr. Charletta Barringer-Brown
Ms. Mary Bunting
Mr. Brian Jackson
Ms. Kelli Lemon
Mr. Terrance McGovern
Mr. John Reynolds
Ms. Season Roberts
Acting NHR Secretary Stefanie Taillon

Members Absent: The Honorable, Mamie Locke
The Honorable Keith Anderson, Chief, Nansemond Indian Nation

Staff Present: Mr. Scott Martin, CEO
Mr. John Hutcheson, Secretary/Treasurer
Ms. Carmen Borja, Assistant/Secretary
Mr. David Stroud
Mrs. Phyllis Terrell
Mr. Liam Thurkettle
Mr. Aaron Whittington

Others in Attendance: Deputy Secretary Maggie Beal
Sarah Spota, NHR Senior Advisor
Mr. Michael Sievers, Senior Assistant Attorney General
Ms. Jaci Wells, NPS Superintendent
Mr. Vincent Tucker, FMF President

3. Public Comment – Dr. Rex Ellis, Chairman

There was no public comment.

Action Items

4. Approval of Minutes from November 21, 2024, Meeting – Dr. Rex Ellis, Chairman

The November 21, 2024, meeting minutes were provided as a read-ahead in the Board package. (Appendix I)

Motion: I move to approve the minutes from the November 12, 2024, meeting.

So Moved: Ms. Mary Bunting

Seconded: Mr. Brian Jackson

Unanimously Approved

Reports and Briefings

5. Chairman's Report – Dr. Rex Ellis, Chairman

Chairman Ellis thanked the FMA staff for making the arrangements for the annual Richmond Board meeting and welcomed Mr. Scott Martin to his first Board meeting as CEO of the FMA.

The chairman also expressed his appreciation to Mr. John Reynolds for his continued advocacy of the Chesapeake National Recreation Area legislation and his advocacy for the Chesapeake Gateways grant to support the Phoebus – Fort Monroe collaboration.

The FMA's team effort to produce another successful Youth Black Culture Fest and the recent accolades presented to Dr. Bonnell and Ed. Specialist Zach Ferguson by the Training & Doctrine Command was also recognized by the chairman.

6. Chief Executive Officers Report – Scott Martin, CEO

The Chief Executive Officer's Report was provided as read-ahead in the Board packet. (Appendix II)

Mr. Martin provided the Board with a brief overview of his first 5 weeks as the new CEO of the FMA.

7. Finance Report – John Hutcheson, COO/CFO

The Finance Report was provided as read ahead in the Board packet. (Appendix III)

Mr. Hutcheson provided the Board with an overview of the FMA's finances including an update on the Capital Budget Request.

Mr. McGovern asked if a statement of cash flows could be added to the financial statements.

Ms. Roberts had a question about the FMA's relationship with The Greater Virginia Peninsula Homelessness Consortium. Mr. Hutcheson explained that as part of the BRAC

closure process, the FMA signed funding agreements with 3 organizations for a total amount of \$697,000 to support homelessness services.

The chairman welcomed to the Board Acting Secretary of Natural & Historic Resources, Stefanie Taillon. Ms. Taillon introduced herself to the Board.

8. Fort Monroe Foundation Report – Vincent Tucker, FMF President

The FMF Report was provided as read ahead in the Board packet. (Appendix IV)

Mr. Tucker provided the Board with a brief update on the most recent Fort Monroe Foundation activities.

9. National Park Service Report – Jaci Wells, Superintendent

The NPS Report was provided as read ahead in the Board packet. (Appendix V)

Superintendent Wells provided the Board with a brief overview of the NPS report.

Mr. Joseph asked about the RV Park management agreement renewal and whether the NPS had plans or ambitions for requesting physical improvements as part of rebidding. Superintendent Wells explained that it could but would depend on the proposals that come in.

Mr. Reynolds commended Superintendent Wells on her work with the Sister Park arrangement between the Fort Monroe National Monument and Angola. And on doing an overall great job since taking on her role as Superintendent.

The Board discussed other ways they could be of assistance to the NPS.

Governor Glenn Youngkin entered the Board meeting at 1:40 PM. He welcomed the Board members and FMA staff and thanked everyone for the great work they are doing for the FMA.

Mr. Reynolds provided an update on the Chesapeake National Recreation Area legislation. There was a vigorous discussion around the Chesapeake Bay letter. The Board elected to ask the CEO to use his discretion in advancing the Authority's position on this matter.

Old Business

10. Moving Properties to the Marketplace – John Hutcheson, COO/CFO

The Moving Properties to the Marketplace Report was provided as read ahead in the Board packet. (Appendix VI)

Mr. Hutcheson provided the Board with an update on Moving Properties to the Marketplace.

11. Utility Master Plan – John Hutcheson, COO/CFO

The Utility Master Plan Report was provided as read ahead in the Board packet. (Appendix VII)

Mr. Hutcheson provided the Board with an update on the Utility Master Plan.

The Board discussed.

12. ALM Progress Report – Scott Martin, CEO/ David Stroud, Director Of C&NR, HPO

The ALM Progress Report was provided as read ahead in the Board packet. (Appendix VIII)

Mr. Martin provided the Board with an overview of the ALM Progress report and the updated maquettes.

The Board discussed.

Mr. David Stroud provided the Board with an overview of the updated timeline of the African Landing Memorial.

New Business

13. Cultural & Natural Resources Update – David Stroud, Director of C&NR, HPO

The Cultural & Natural Resources Update report was provided as read ahead in the Board packet. (Appendix IX)

Mr. Stroud provided the Board with an overview of the Cultural & Natural Resources Update report.

The Board discussed.

14. 2025 Committee Assignments – Dr. Rex Ellis, Chairman

The 2025 Committee Assignments were provided as read ahead in the Board packet. (Appendix X)

Chairman Ellis informed the Board that the Committee Assignments were assembled by him and the FMA CEO.

Mr. Martin added that the working groups would be a topic of discussion for the April Board retreat.

15. Updated Rules and Regulations – John Hutcheson, COO/CFO

The Updated Rules and Regulations were provided as read ahead in the Board packet. (Appendix XI)

Mr. Hutcheson gave the Board an overview of the Rules and Regulations that the FMA proposes to be updated.

The Board discussed.

Motion: I move to approve the Updated Rules and Regulations.
So Moved: Mr. Brian Jackson
Seconded: Mr. Jay Joseph

Unanimously Approved

16. April Board Retreat Discussion – Scott Martin, CEO

Mr. Martin gave the Board an overview of the suggested plan for the April Board retreat.

The Board discussed.

Open Discussion

The FMA Board of Trustees presented Mr. Hutcheson with a plaque in recognition of his hard work and dedication to the FMA as Acting CEO in the interim of hiring new CEO Scott Martin.

Adjournment – 3:00 PM

Chairman Ellis adjourned the meeting at 3 PM.

Respectfully submitted,

Carmen Borja



Chief Executive Officer’s Report
 Fort Monroe Authority Board of Trustees Meeting
 April 16, 2025

REAL ESTATE DEVELOPMENTAL PROJECTS

Marina Redevelopment / Pack Brothers Hospitality – Pack Brothers Hospitality (PBH) continues to operate the Old Point Comfort Marina under the lease agreement signed in June 2024. PBH pays a base monthly rent and percentage rent equal to 50% of the net operating revenue.

Ingalls Road Redevelopment Sites 1 and 2 / Echelon Resources DBA FM Lofts LLC – Echelon/FM Lofts (FM Lofts) continues to make progress on the plans to renovate Buildings 87 and 89 (Site 1) and Building 100 (Site 2) to create residential units and storage units in the buildings.

The developer expects to close on the remaining contingency requirements for commencement of the ground lease during the week of April 7th. As part of the closing, the FMA is working with the OAG and Williams Mullen to complete the First Amendment to the ground lease, the Certificate of Lease Commencement, the Deed of Improvements, updated ALTA surveys to comply with the title commitments, and the Memorandum of Lease to record the terms of the ground lease in the state’s land records.

Commercial Property Update

Category	SF	# of Bldgs	% of Total	SF Leased	SF Licensed	FMA Use	% Occupied
1	419,275	32	28.2%	339,009	13,815	9,550	86.4%
2	42,747	2	2.9%	25,911	1,000	-	63.0%
3	249,059	22	16.7%	93,722	29,809	21,340	58.2%
4	535,551	29	36.0%	39,402	-	2,000	7.7%
5	100,367	34	6.7%	-	3,387	10,224	13.6%
6	140,160	9	9.4%	-	-	116,071	82.8%
Total	1,487,159	128		498,044	48,011	159,185	47.4%
				33.5%	3.2%	10.7%	

	SF	% of Total	SF Leased	SF Licensed	FMA Use	% Occupied
Contributing	1,215,144	81.7%	318,531	37,168	140,233	40.8%
Non-Contributing	272,015	18.3%	179,513	10,843	18,952	76.9%

Category Descriptions

- 1 Immediately available. Standard Tenant Improvements and deferred maintenance.
- 2 Priority to repair for leasing. Additional capital improvements required.
- 3 Significant capital investment required for leasing.
- 4 Adaptive reuse candidate.
- 5 Infrastructure - Not considered a viable revenue producing asset.
- 6 Reserved for FMA Use.

Commercial Leasing Activities

The FMA continues to work on the plans to relocate its commercial and residential leasing and maintenance teams from Building 27/27A to Building 28, where the Preservation workshop has been established. The interior renovations to the space are nearly complete. The FMA's I/T contractor is working on network cabling and access control. The FMA has been moving some of the shop equipment to the new building. The FMA expects to relocate the residential and commercial leasing and maintenance staff into the building in the early May.

Commercial Capital Project Management – Maintenance Reserve Projects

Building 77 HVAC Replacement – Vansant & Gussler (V&G) designed a new HVAC system to replace the obsolete boiler/chiller central plant and fan coil units. The first attempt for bids in the fall of 2023 was unsuccessful. Updated bid documents were prepared and approved by the Division of Engineering and Buildings (DEB). The new Invitation for Bids (IFB) was issued in April. Three bids were received in June 2024, FMA issued a contract, and the vendor promptly ordered the equipment. One of the tenants in Building 77 relocated to a building in Hampton, and the FMA relocated the other tenant to a temporary building while the work is completed. The HVAC equipment arrived in November and December 2024. Construction is expected to be completed by mid-April 2025. Once the HVAC project is complete, the FMA will address some other maintenance issues while the building is vacant. The remaining tenant is expected to be relocated to the building in June.

Building 138 HVAC Upgrades – PACE Engineering designed a separate HVAC system to address the temperature and humidity in the archive room to meet the requirements established by the American Alliance of Museums (AAM). Final drawings were approved by DEB. The FMA issued the IFB in February 2024 and three bids were received in March 2024. The FMA issued a contract for the work and the vendor ordered the long lead equipment. Construction began in September 2024. Construction is substantially complete apart from punch list items and owner training in the proper operation of the system controls. The equipment is currently operating as designed and the temperature and humidity levels are being maintained at the required levels.

Building 6 Boiler Replacement – The boiler in Building 6, which provides hot water heating to Buildings 5 and 10, has failed. The FMA has contracted with V&G to design the replacement equipment. Construction documents for the boiler replacement have been submitted to DEB for review. Once V&G incorporates the DEB's final comments, the FMA will issue an IFB and expects to have a contract awarded prior to the end of June.

Building 10 HVAC Repairs - During the design process for the Building 6 boiler replacement, FMA discovered that multiple pumps and valves serving hot water to Building 10, both in Building 6 and Building 10, have failed and will also require repair or replacement. The FMA intends to use a Job Order Contractor (JOC) to accomplish this limited scope of work that will be like-kind replacement and may be completed prior to the boiler replacement in Building 6.

Building 7 HVAC Repairs – The 20-ton package unit serving Building 7 has failed. The FMA is performing a like-kind exchange using its existing HVAC contractor. The equipment has been ordered and the FMA is meeting with the contractor to coordinate the installation. This replacement is expected to be completed by the end of May.

Casemate 21 HVAC Replacements – V&G has designed a replacement HVAC system for Casemate 21 which houses the Museum Education Center and the Chapel Center. Final drawings were approved by DEB in March 2024. The FMA contracted for a hazardous materials assessment prior to issuing the plans for bidding. MEI staff removed the artifacts and OPCRES removed the furniture in preparation for the pre-bid meeting and construction. The IFB was issued in September 2024. In response to pre-bid questions submitted, the due date was delayed to November 2024, allowing contractors additional time to prepare their bids. Four bids were received and FMA has issued a contract for the work. The contractor has begun making submittals and a preconstruction meeting was held in early February 2025 and the contractor ordered the long-lead equipment. Construction is expected to begin mid-May.

Building 139 HVAC Replacements – The FMA is using the JOC to replace the failing chiller in Building 139 with like-kind equipment. Purchase orders were awarded to the JOC Contractor and long lead equipment was ordered. Preliminary construction began in October. The long-lead equipment was expected to be delivered before the end of January 2025; however, FMA was recently informed that the delivery has been delayed. Preliminary construction has been completed except for the chiller installation. The current expected arrival is late April 2025.

Exterior Window/Building Envelope Repairs for Building 96 – Since renovating Building 96, the occupant continues to experience leaking windows and water intrusion through the brick/CMU walls. Guernsey Tingle (GT) has assessed the window and building envelope conditions and designed the window replacement project. The IFB was issued in April 2024, and nine bids were received in June 2024. The FMA has issued a contract for the work and the vendor has begun the submittals that are required to order the replacement windows. The contractor is working with a representative for the window manufacturer on site to ensure all measurements are accurate before the windows are ordered. Due to a lengthy lead time (16-18 weeks), the replacements are not expected to begin until Spring 2025. The FMA and OPCRES are coordinating furniture relocation and potential remote work for the tenant's employees to allow the contractor to efficiently complete the project. The installation is expected to take approximately 13 weeks after the windows arrive. While the contractor is waiting for the windows to arrive, work will begin on the fisheries exhaust system and replacement of the glass doors at the front of the building. FMA and

the contractor will coordinate all work on the doors with the tenant’s security system contractor to maintain continued security of the building.

Residential Property Update

The residential inventory consists of 170 leasable units, excluding the eight units that will be rehabilitated as described below. Residential occupancy is summarized below:

Residential Inventory (as of 2/3/25)	178
Units requiring significant repairs	8
Units in leasable condition	170
Occupied units	167
Vacant leasable units	3
Vacant units leased pending move-in	3
Near-term vacancies	7
Near-term vacancies pre-leased	5
Controlled availability	2
Occupancy % of leasable units	98.2%

Residential Capital Project Management – Maintenance Reserve Projects

The 2023 Special Session I amended FY23-24 budget included \$7.04 million “for rehabilitation of historical residential buildings at Fort Monroe.” The FMA is prioritizing the rehabilitation of Building 14 due to the award of the NPS Save America’s Treasures Grant.

Rehabilitation of Building 14 – Hanbury completed the construction drawings and opinion of probable construction cost for the rehabilitation of this 1880s single-family residence. DEB reviewed the initial construction drawings and specifications. The FMA received a Saving America’s Treasures grant in the amount of \$372,437. The matching funds for the SAT grant will come from the \$7.04M supplemental appropriation in the FY23-24 amended budget. The section 106 consultation with the NPS resulted in some changes to the drawings which required Hanbury to update the drawings. The revised drawings were submitted to DEB and final approval was received in February 2024. The FMA has received NPS concurrence for the updated project scope. The grant required the FMA to issue a Request for Qualifications (RFQ) for prospective contractors before requesting bids on the project scope. The RFQ was issued in August 2024. Four contractors submitted qualifications but only two were deemed fully qualified. An IFB was issued to both qualified contractors in October 2024. Construction fencing, with project signage attached, was erected around the perimeter of the site to provide additional opportunities for interpretation and prevent vandalism. A site visit was held in October 2024 with an additional visit in November 2024. The bid due date was delayed allowing contractors sufficient access to the site. Two bids were received in November 2024. FMA has selected the lowest responsive and responsible bidder and issued a Notice of Intent to Award. Funding has been approved by DGS/DPB. The contract award is pending approval of the

Performance and Payment Bonds by the OAG's office. The FMA expects the contract to be executed before the end of April.

Rehabilitation of Buildings 62 and 63 – Commonwealth Architects completed the construction drawings and specifications for these two 1880s residential duplexes. The construction drawings were approved by DEB and issued for bids. The FMA did not accept the bids due to the cost. Given the passage of time since the original drawings were approved, Commonwealth Architects will need to update the drawings, and the revised drawings will require DEB approval. The current plan was to request the architect update the drawings once the annual update to the Construction and Professional Services Manual (CPSM) is issued this past fall. The updated plans will be resubmitted to DEB for approval and once approval is received, plans for both buildings will be issued for bids.

Rehabilitation of Building 15 – Q-Design Architects previously completed construction documents for the scope of repairs on this 1870s residential duplex. Although construction is on hold pending completion of Buildings 14, 62, and 63; the bid documents will be updated to reflect the current condition and the latest version of the CPSM. Due to the nature and extent of repairs, consultation with DHR will be required. The FMA intends to submit the construction documents for DEB approval so an IFB can be issued as soon as practicable.

Rehabilitation of Building 19 – Q-Design Architects previously completed construction documents for the scope of repairs for this 1870s residential single-family dwelling. Although construction is on hold pending additional completion of other four rehabilitation projects; the bid documents will be updated to reflect the current condition and the latest version of the CPSM. Due to the nature and extent of repairs, a DHR consultation will be required. The FMA intends to submit the construction documents for DEB approval so an IFB can be issued as soon as practicable.

Building 80 Exterior Porch Repairs – The FMA identified some structural repairs that need to be made to the front porches of the apartment building. FMA issued a project order to Hanbury for condition assessment and design drawings. The FMA received 95% drawings from Hanbury. The project requires DEB review and DHR consultation due to the scope of the repairs required. Construction documents have been submitted to DEB but have not yet been approved. An IFB will be issued after the plans are approved by DEB.

Asphalt Roof Replacements – Buildings 3, 16, 18, 61, and 129 have been graded as the priorities for the next round of asphalt roof replacements. The condition assessments have been completed by Roof Consulting Services and GT has incorporated the condition assessment report into the bid documents. The project was approved as part of the June 2024 consent agenda for the Art and Architectural Review Board (AARB). Bid documents have been submitted and approved by DEB. An IFB was issued in September 2024. A mandatory pre-bid meeting was held in October 2024. Bids were due in November 2024. Five bids were received and FMA issued a Notice of Intent to Award. The contract has been executed, and construction is underway. The first building is expected to be completed

prior to the end of April with one scheduled to complete approximately every two to three weeks thereafter.

Exterior Improvement Projects / Building 120 – Drawing on the lessons learned from the Building 118 project, Q-Design updated the bid documents for Building 120. The FMA issued an IFB in August 2024 and bids were received in October 2024. A contract has been executed with a Notice to Proceed effective November 15th. The contractor mobilized in mid-January and has begun making submittals. Construction has begun and is scheduled to be completed by the end of May 2025.

Exterior Improvement Projects / Building 102 – The condition assessment and drawings for Building 102 are being updated and will be issued for bid later this year.

Exterior Improvement Projects / Buildings 136 and 137 – The condition assessment and drawings for Buildings 136 and 137 will be updated and issued for bid after Building 102.

Portico Roof and Sunroom Window Replacement on 9 Quadplexes - Guernsey Tingle has completed the construction drawings to replace the wooden casement windows on the enclosed sleeping porches on the nine Reeder buildings (36 units in total) installed in the early 1990s. In addition, the plans also include repairs to the copper roofing system on the portico entrance roofs to address recurring roof leaks that have caused damage to the portico roof structures. The project will require consultation with the Department of Historic Resources (DHR) before being issued for bid. The FMA Historic Preservation Officer is preparing the consultation package to submit to DHR.

Reeder/Tidball Duplex Porch Repairs for 20 Duplex Units – GT is doing a condition assessment and project scope for the chronic porch issues in these identical duplex units. GT and their consultant have finished the condition assessment. The project was temporarily on hold pending other project workloads. Construction documents have been received. The project will require consultation with the Department of Historic Resources before being issued for bid.

Site-wide Capital Project Management

Capital Project Management – Maintenance Reserve Projects

Multi-Building Roof/Railing Project (Buildings 143 & 144) – The repairs to both buildings were completed in December and this project has been closed out.

Multi-Building Roof/Railing Project (next phase) – The FMA has evaluated the conditions of the four remaining buildings that were part of the original six-building project. The FMA has determined that Building 171 (YMCA) will be issued for bids next. Depending on workloads, Buildings 141 and 142 (identical buildings) will be submitted for bids as soon as possible, with Building 119 (the Commanding General's Residence) scheduled to be completed in the summer of 2025.

Sump Pump Discharge – The FMA, working through Veolia with consulting support from Kimley-Horn (KHA), has completed the scope of work for the second phase of the project to redirect sump pump discharge lines from the sanitary sewer to stormwater. FMA issued the project order for the second phase of this project. Veolia is nearing completion of the work to redirect the sump pump discharge to stormwater for these thirteen residential duplexes in the Tidball Road area.

Fort Monroe Post Theatre Renovations – FMA issued the conceptual design project to GT. GT and their team of consultants including theater design experts, acoustic engineers, and historic preservation consultant have completed the condition assessment and have delivered schematic plans. The FMA has reviewed the conceptual plans, and the Board has endorsed the conceptual project. The FMA submitted a capital fundings request for the FY25/26 budget. No funding for this project was received in the FY25-26 budget. The project is on hold until additional funding is appropriated or identified.

Engineer Wharf Structure Assessment – McPherson Design Group (MDG) submitted preliminary drawings for repairs to the Engineer Wharf pier and the drawings were reviewed by DEB. DEB has provided comments and MDG has responded to the comments. A portion of the railing for the Wharf failed and the T-head portion of the pier was closed. A contractor made temporary repairs to the damaged section of the T-head to make the pier safe for use until the pier replacement project is started. MDG expected to have the revised drawings incorporating all DEB comments to FMA by mid-February. Construction documents were delayed due to the reassessment of the current conditions.

West Bastion Gun Exhibit and Postern Gate Glass –The amended FY23-24 budget contains language authorizing the FMA to use Maintenance Reserve funds for the storefront glass portion of the project. Some support for the project will also be provided by the Fort Monroe Foundation. The FMA issued an RFQ in December 2023 and a single response was received by the deadline in January 2024. After evaluating the single response, the FMA has elected not to reissue an invitation for bids. The FMA will use the JOC process to accomplish this work. Purchase orders were awarded to the JOC contractor in January 2025. The contractor has begun making submittals and ordering long lead materials. The long lead lights are not expected to arrive till the end of June. All submittals will be completed and all materials ordered including the custom bricks to facilitate timely completion once construction begins. Work on the project will not commence until all long-lead-time materials have arrived onsite.

Removal of 300,000 Gallon Elevated Water Tank – With the authorization granted in the FY23 budget bill to use Maintenance Reserve funds for the water tank removal, the FMA completed DHR consultation, received approval for the water tank demolition from the AARB, and the demolition permit from DEB. The FMA issued the contract for the removal and the water tank structure was removed in February 21, 2024. The FMA is working with the utility subcontractor to remove the tank footings and water system connections to complete the project.

Removal of Temporary Buildings T-99 and T-104 – The FMA engaged MDG to develop the scope of work and project manual for the removal of these two dilapidated warehouse buildings. Veolia has provided information on the utility service lines in the area. The Historic Preservation Officer has submitted the consultation to DHR and NPS; however, the NPS designated these temporary WWII era warehouses as contributing structures to the NHL District complicating their demolition. The bid documents will eventually require DEB and AARB approval after the Historic Preservation Officer completes the documentation required to accomplish this project. FMA plans to issue an IFB after all approvals have been received.

Capital Project Management – VPBA Projects

Mercury Boulevard Water Line Replacement – The notice to proceed was issued to Suffolk Utility Construction in September 2022. The horizontal directional drilling subcontractor completed the installation of the water line under Mill Creek in March 2023. The contractor has completed the connections to the Newport News Waterworks (NNWW) distribution system in Phoebus. The construction project is substantially complete and will be closed out after record drawings have been received from the A/E of record.

Outer Moat Wall (Counterscarp) Repairs – Hanbury and Wiss, Janney, Elstner Associates (WJE) submitted a Preliminary Engineering Report (PER). The FMA requested Hanbury and WJE develop a Scope of Work for additional investigations to confirm conditions below the water line of the Moat in areas identified as needing immediate repairs. The design team has proposed a test project to develop cost estimates for the balance of the repairs. This project has been placed on hold for staff to focus on other pressing projects.

African Landing Memorial (ALM) Site Improvements – The site design contract was awarded to Baskervill & Son, P.C. (dba Baskervill). The site improvement project was approved by AARB at its February 2024 meeting. Final drawings were submitted to DEB in May 2024. After DEB approval, the IFB for the site work was issued in July 2024. Bids were received in September 2024. A contract was awarded with a Notice to Proceed effective November 15, 2024. The contractor has begun on-site work and has made significant progress. Although several unexpected discoveries have been made, construction is expected to be substantially complete by August 2025.

Fortress Sally Port Repairs – Work by Kimley-Horn and Bennett Preservation for the scope of repairs and the OPCC is on hold for staff to focus on other pressing projects.

Dominion Electrical System Upgrades – The FMA is continuing to work with Dominion Energy on the improvements and upgrades to the electric infrastructure at Fort Monroe. As previously discussed, the project is broken into three sections – metering, lighting, and distribution.

- Metering – The parties continue to work to install residential meters on the eleven duplexes along Patch Road and Moat Walk.

- Lighting –Dominion is still working to install twelve light poles with acorn fixtures on Commonwealth property in the vicinity of the Casemate Museum using adaptor plates so the original pole bases can be reused to avoid ground disturbance in the interior fortress area. Dominion is replacing forty-six streetlights along Fenwick and Patch Roads, from the NPS-FMA boundary south to Griffith Street. The FMA and Dominion are planning for the next phase of streetlights to cover 45-50 poles from Stilwell Road south along Ingalls to Patch Road.
- Distribution – The first Dominion distribution project (Phase 1) is the replacement of aging switch boxes and reconfiguration of underground conductors by directionally drillings at 3 separate locations. All the work on the Phase 1 project has been completed. The FMA has received the proposed Phase 2 distribution project from Dominion. The project involves work at 74 sites around the property. The FMA has reviewed the proposed plan for the impact of ground disturbance. The EIR for Phase 2 is complete. DEQ has approved the EIR for the work. Now that the \$50M capital funding is available, the FMA has received approval to allocate additional funds towards this project.

The FMA has also received the preliminary proposal for the new substation. The estimated cost for the substation project is \$870K. The FMA is evaluating the proposed replacement before requesting the VPBA funding and DHR consultation.

Infrastructure Project Management – VDOT-funded Projects

The FMA is working with Kimley Horn and Veolia on the scope of the FY25 VDOT maintenance projects. Based on initial assessments, most of the funds will be directed to bridge inspections and repairs on the 4 bridges crossing the moat. Depending on the bids received, some of the work may be delayed until FY26.

VENUE, EVENTS, AND MEDIA PRODUCTIONS REPORT

Special Events

This year, March and April continue to focus more on the planning and organization of all the upcoming summer events. This year however we did host a three-stop-tour of “Meet the CEO” experiences around Fort Monroe. Stop One was at Building 75, the FMA meeting and retreat center and was primarily targeted at Fort residents. Stop 2 was at the Fort Monroe Visitor and Education center and was directed at partners and stakeholders. And the final stop was held at Oozlefinch Beers and Blending and was billed as an opportunity for Fort Monroe businesses. All three were open to the general public and in total we had approximately 73 attendees. All had the opportunity to hear from Scott Martin, and ask questions.



Upcoming events include Contraband Commemoration in May, Clean the Bay Day, Remembrance Day and the start of Music by the Bay Summer Concert Series all in June. Major event planning is focused on the return of Fourth at the Fort. This year we are partnering with the VA 250 Commission, Hampton250, and the National Park Service to produce the official Commonwealth of Virginia 4th of July Celebration.

Venue Rental Update



Venue rentals are down a bit leading into 2025. Last year we had a total of 27 events verses this year a total year to date of 25. While the amount of events is close to consistent, due to the choices in location, and the nature of the events scheduled this year, the more significant difference is financially. In the first half of last fiscal year, July 2023 to Feb 2024 VEMP total revenue was \$55,570. The first half of this fiscal year, July 2024 to February 2025 the VEMP total revenue is \$45,412. This is just over a \$10,00 difference.



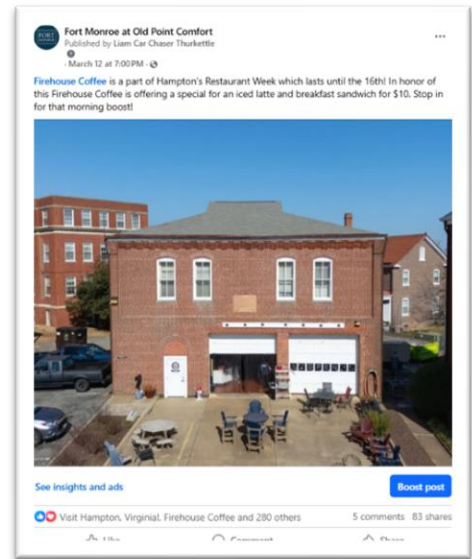
The major change is in rentals of the Commanding General’s residence, showing a decrease of about \$7000 from last year to this year. This is in line with the decrease of only 2 private events from last year to this year during the same period.

In calendar year 2025, the private event market trend is leaning more towards shorter events with less lead time and away from the more traditional large scale weddings and receptions we have typically seen.

Media Production Update

Our social media presence continues to improve more and more. Year to date, we have produced a total of 75 social media posts. Content has been varied, covering a wide variety of activity at Fort Monroe and more engaging than in previous years. We have even been promoting and supporting our Fort Monroe businesses more and our most viewed post was a simple promo of Firehouse Coffee that received 41,106 views.

In the first quarter of 2025, we have seen increases in all categories of all our social media with the one exception that our Instagram followers dropped .08% from this time last year.



<p>FACEBOOK Reach: 140.8K = 14% Increase</p> <p>Engagement: 8.3K = 40% Increase</p> <p>New Followers = 509</p>	<p>INSTAGRAM Reach: 8.6K = 175% Increase</p> <p>Engagement: 2.6K = 100% Increase</p> <p>New Followers 226</p>	<p>LINKEDIN Impressions: 8,621</p> <p>Engagement: 400</p> <p>New Followers: 26</p>	<p>YOUTUBE Views: 1214= 137% Increase</p> <p>New Followers: 17</p>
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While our social media presence has drastically improved, we are in the process of developing and re-vamping our online presence in an effort to strengthen our overall message and recent Fort Monroe Authority branding. This will also allow us to more effectively curate and align the content we produce for each of these different outlets to more efficiently drive followers, users.

MUSEUM, EDUCATION, AND INTERPRETATION REPORT

The focus of the MEI department has been on developing new tours, and training additional staff, specifically the Visitor Services Associates, to conduct them. This is in preparation for the summer high season. MEI staff will be providing 4 tours a week and is coordinating with NPS for scheduling and topics so that everyone who comes to Fort Monroe will have an opportunity to learn about something that might interest them. We have also been working on ensuring our MEI staff are prepared to handle safety and security issues as they arise. There are numerous scenarios that the staff must react to, from a lost child to an unleashed dog, or a guest accident or public incident. With new radios, the team is now equipped to communicate and provide support across the inner fort and along the paths for all programs and tours. We expect a busy visitor season beginning in April and running through the end of September. We plan to add one day to our opening of the VEC and Casemate Museum. Beginning in early June we will open the galleries to the public Tuesday through Sunday, and continue to offer educational programs and tours on Mondays as well.

Tours, Development, and Training

MEI has reevaluated its tours to improve the content of such tours and to provide visitors with new unique experiences. Each tour has been or is currently being reevaluated to update with new content that has recently been researched. Within the past year, the MEI team has done a lot of new research in a lot of areas of Fort Monroe including but not limited to Indigenous History, African American History, Women's History, and Military History. With all of this new research, the Visitor Experience Specialist and the Visitor Engagement Manager have been adding and revising the tours as new research is being done in order to provide accurate and engaging tours to the public. New tours are also being created with new research and as Fort Monroe is becoming involved in larger events such as the Fourth of July Celebration, America's 250th Celebration, and Juneteenth. The Visitor Experience Specialist with the Visitor Engagement Manager have also been and are currently training the Visitor Service Associates on these tours as they are being developed and revised. Each Visitor Service Associate follows the tour they are learning led by the Visitor Experience Specialist and then begin to practice the tour section by section until they can present the full tour to both the Visitor Experience Specialist and the Visitor Engagement Manager. The goal of the MEI department is to keep tours fully up to date with the current research being done by the staff and to have all of the Visitor Service Associates trained on all of the tours in order to increase the frequency of our tours to provide visitors with tours several times a day any day of the week we are open to the public.

Safety and Security Training

Within the past year, the Visitor Experience Specialist and the Visitor Engagement Manager wrote the Safety Handbook for the MEI department. This quarter the Visitor Experience Specialist has done revisions to the Safety Handbook to keep it up to date as policies and procedures change. Currently, the Safety Handbook discusses the policies and procedures on how the MEI department should handle an Incident, Accident, or Emergency within the places they operate which are the Visitor and Education Center, the Casemate Museum, and the walkway in between. As Incidents, Accidents, or Emergencies occur, the team meets to discuss what went well and what can be improved upon. The Visitor Experience Specialist then will make any necessary revisions to the Safety Handbook. The Visitor Experience Specialist is currently working with the Collections Manager who is developing the Disaster Plan for the protection of Artifacts and Collections which will reflect the Safety Handbook to provide the most efficient system to protect the staff, volunteers, and visitors as well as the artifacts and collections. The Visitor Experience Specialist has developed a training plan to keep all staff up to date and prepared to handle any situation that may occur. All full-time MEI staff will be First Aid/CPR/AED trained in 2025 so they will be equipped to make the best decisions in case a medical accident or emergency occurs. The Visitor Experience Specialist has developed a schedule for safety drills to occur once a quarter which will put the MEI staff in practice scenarios of different Incidents, Accidents or Emergencies that can occur in order to prepare the staff for any real situation that could occur. There will be an annual review of the Safety Manual at the end of April to refresh the staff and to update the staff of any new changes that have been implemented. The goal of this Safety Training is to ensure that all staff and volunteers are trained and up to date on all Safety procedures at any given time in order to handle any situation that may occur as efficiently as possible while maintaining the safety of anyone involved.

MEI Volunteer Program

The MEI Volunteer Program currently has 16 active volunteers who logged 106 volunteer hours from January to March. Hours were accumulated by greeting and interacting with visitors in the Casemate Museum in addition to training. We also added 1 new volunteer to our program.

A general volunteer meeting followed by an interpretation training was held on February 6th. Volunteers were briefed on upcoming programs and opportunities and were shown around the collections area by Collections Manager Amanda Haas. There will be a volunteer reception during Volunteer Appreciation Week on April 22nd, when we will individually recognize and thank our volunteers for all the time they give to MEI and FMA. The next Volunteer Meeting will be on May 15, where volunteers will be briefed about MEI

updates, including upcoming programs and volunteer opportunities followed by an NPS tour of Quarters 1 and Quarters 50.

Collections Management

The new HVAC system in the VEC is complete. 326 boxes of archival material as well as FMA's institutional archives have been accounted for, reorganized, and stored in the new space. 52 boxes of archival material were sorted and moved into quarantine from the old archive (B. 21) for mold observation and mitigation. There are approximately 150 books remaining to be sorted and inventoried. By the end of the month, the old archive will be completely cleared of collections material.



Old Archive space completely emptied of cabinets and collections moved into in quarantine, February 2025.

The permanent collection storage space inside the Casemate Museum is complete. Walls have been removed to assist with air circulation/flow and old rusted cabinets have been recycled; allowing for the reorganization of artifacts to align with best storage practices. 354 artifacts were inventoried during the movement into reorganized storage cabinets. No backlog was worked during this period.



Updated and reorganized artifact storage in the Casemate Museum, March 2025.

The Casemate Museum Social Media (Facebook) is once again active. The goal is two posts a week, mostly utilizing collections material to make it accessible to the public. Four posts used collections; Read Across America, Fort Talkers Program, Pie Day, and an Artifact of the Month.

Additionally, FMA VEMP requested support for a Women's History Month post that turned into four posts from their Facebook in support of women's organizations active at Fort Monroe over the years.

A behind-the-scenes tour of the new collections space was given to Museum Volunteers (12 participants) where the Collections Manager highlighted 6 artifacts and discussed the use of reproduction materials for interpretation at the Museum. Additionally, a small exhibition was created with 7 artifacts and 2 archives to support the quarterly Fort Talkers Program.



Civil War exhibition of collections material for Fort Talkers Program, 13 March 2025.

Two interns supported work in collections during this rating period; one assisted with the movement of artifacts during the collection reorganization (moved 209 artifacts and inventoried 126) and the other

is conducting research on the education collection making it accessible to staff for programs and interpretation.

Education Programs

The Education Programs Manager has largely focused on coordinating and facilitating the internships for our two Hampton University students. James' internship is an overall exploration of public history, so the Education Programs Manager coordinated with all members of the Museums, Education, and Interpretation to work individually with him on small assignments. This will allow for a basic understanding of everyone's role in the institution. His internship concludes April 4th with an article on his experiences. Lillian is working on a project between the Education Programs Manager and Collections Manager to create a guide for the use of objects in the education collection. She has completed

background study and investigation on the creation of education programs in the public history sphere and has always worked on a small research project into museum ethics with the Director of Museums, Education, and Interpretation. Her internship will conclude April 25.

In collaborative partnerships, the Education Programs Manager has continued to meet regularly with the Instructional leadership team for Social Studies for Hampton City Schools to plan teacher professional developments, as well as submitting a proposal to present again at this year's National Council for the Social Studies Conference in Washington, D.C. The theme this year is "Because Democracy Depends on It". The Education Programs Manager has continued to work with the Director of MEI on the new proposals for the 1619 DHR Marker, as well as our partner organizations. We also attended this year's Common Cause for All VA 250 conference in Williamsburg. The instructors from Joint Base Langley-Eustis continued to bring their Warrant Officers for their history day to Fort Monroe for their hands-on workshop with the Education Programs Manager at the beginning of March. The Education Programs Manager will be collaborating with our Visitor Engagement Manager, Public Programs Manager, and National Parks Service to create a workshop opportunity for individuals attending this year's National Association of Interpreters Conference in Virginia Beach after meeting with the conference organizers and chairs on March 27th. Another new developing program is being created with the Academies of Hampton's Maritime Academy at Hampton High School that is in tandem with programming for the VA 250th, and Sail250.

Bethel High School's African America Studies students attended a field trip to the fort for the second year in a row. Also, as a repeat, the Education Programs Manager, this year with the assistance of the Public Programs Manager, attended Glenwood Elementary School's STEAM Night in Virginia Beach and interacted with roughly 112 people during the event. The Education Programs Manager interacted with life-long learning students during two virtual studio sessions in California, and Nevada in the month of February. Over the course



of two days at the beginning of March, Windsor Oaks Elementary School in Virginia Beach brought all 5th grade students (80 total) for education programs. On March 26th, 16 8th grade students from Dayspring Christian Academy in Blacksburg, VA traveled to Fort Monroe for an education program. This would have been a repeat school trip, had the weather not canceled one from previous years. Another school that

traveled to the fort was a group of 39 Air Force JROTC students from Tennessee that came for a program on March 15th. For adult military programming, the Education Programs Manager conducted an education tour for international military students attending the Joint Forces Staff College. The students hailed from Japan, Morocco, and Comoros. On March 28th, the 1-265th Air Defense Battalion attended a leader PD program with the Education Programs Manager. Lastly, the Education Programs Manager worked with FMA Archaeologist to present an education program for William and Mary students who were part of the National Institute of American History and Democracy.

Guest Engagement

The Museums, Education, and Interpretation Department has taken time during the first quarter of this year to develop its own strategic plan. This plan will help to guide future decisions for the department and ensure that all goals, partnerships, and initiatives have the resources needed and align with our new mission statement “The Museums, Education and Interpretation Department of the Fort Monroe Authority engage our community, supports our partners, and inspires our audience, through relevant programming, and accessible resources that promote good stewardship of the history, culture, conservation, and the stories that connect people to this site yesterday, today, and tomorrow.”

The Phoebus-Fort Monroe coalition awarded the grant funding to, Commonwealth Preservation Group (CPG), as project manager for the coalition. CPG has accepted and is moving forward with scheduling meetings with the current group of stakeholders within the next month.

The Museum Specialist and Visitor Engagement Manager held their first successful quarterly volunteer meeting with a total of 11 participants. The meeting included important FMA updates, MEI updates, a behind-the-scenes experience with the Collections Manager and an interpretation training. Museum Specialist and Visitor Engagement Manager are now working on developing their first Volunteer Appreciation Event in April.



MEI Volunteers on a behind the scenes tour with Amanda Haas, Collections Manager

New Programming, Staffing, and Volunteers

In February Visitor Service Associate, Kait Herber developed and led a new Black History Month Tour: *Skilled Hands and Knowledgeable Minds* that was free and open to the public every Wednesday and Saturday. There was a total of 36 participants for the entire month. Research from these tours has been integrated into other tours including a new tour being developed for the 250th programming happening this summer. In March, the Visitor Engagement Manager developed and led the Women's History Month Tour: *Impactful Women of Fort Monroe* which was free and open to the public every Wednesday and Saturday. There was a total of 34 participants for the entire month.

The Walking Tour Guide brochure is going through an update with new accessibility paths, updated history, and new stopping points.

The MEI department recently onboarded and trained a new interpretive volunteer, Pam Christiansen, who grew up in Hampton and has a deep love for all things Fort Monroe. She completed her training and will be starting as a new interpretive volunteer in the Visitor and Education Center in April. The MEI department is looking to onboard two more volunteers in the month of April.

Black History Month Tour
 Presented By
 The Fort Monroe Authority

FREE Guided Tour
 Every Wednesday & Saturday
 in February

Tour time 11am - 12pm
 Starts at Visitor & Education Center
 30 Ingalls Road, Fort Monroe

Knowledgeable Minds and Skilled Hands

Join us for a fascinating tour where we will bring to light the little-known stories of those who shaped the history at Fort Monroe and beyond. We'll share the wide-ranging impact of Black labor and the full force their knowledge and experience had on America. With a special behind-the-scenes visit, we will see up-close the craftsmanship of those who built the largest masonry fortification in the nation.



FREE hour long, guided walking tour
 Moderate activity level, with limited places to sit
 No registration required

Questions?
publicprograms@fortmonroe.org
 757 - 690 - 8181
www.fortmonroe.org

Womens History Month Tour
 Presented By
 The Fort Monroe Authority

FREE Guided Tour
 Every Wednesday & Saturday
 in March

Tour time 11am - 12pm
 Starts at Visitor & Education Center
 30 Ingalls Road, Fort Monroe

Impactful Women of Fort Monroe

Join us for an exciting tour where we will celebrate the contributions of women to the history, culture and community of Fort Monroe.

The stories highlight the collective strength and influence of women over time, impacting the daily lives of soldiers and families, in defense of our nation. This tour will explore what it takes to have a lasting impact and how these women are an inspiration for future generations.



FREE hour long, guided walking tour
 Moderate activity level, with limited places to sit
 No registration required

Questions?
publicprograms@fortmonroe.org
 757 - 690 - 8181
www.fortmonroe.org

Public Programming

In February we were excited to support the Youth Black History Festival by providing a music creation station. Festival Participants had the opportunity to make music with African inspired instruments, and to create their own instruments to take home.



March 8 was the 162nd anniversary of the Battle of Hampton Roads. Also known as the Battle of the Ironclads, this pivotal battle took place within sight of Fort Monroe in the waters of the Chesapeake Bay. To commemorate this event, members of the 99th New York

Volunteer Infantry, Company D provided a living history program at Fort Monroe, with men stationed both outside and inside the Casemate Museum. Guests learned about military life at the Fort during the Civil War, the importance of the Battle of the Ironclads, and had the opportunity to enlist with the 99th, if only for the day!



Our Fort Talkers lecture series kicked off its 2025 season with Josh Ford, a living historian with the 99th New York Volunteer Infantry, Company D. Josh presented on the role of infantry soldiers during the Civil War, and after his talk participants were allowed to interact with his full kit of reproduction items. Museum Specialist Denise Dooley was also on hand to show guests Civil War artifacts from the Casemate Museum's collection.



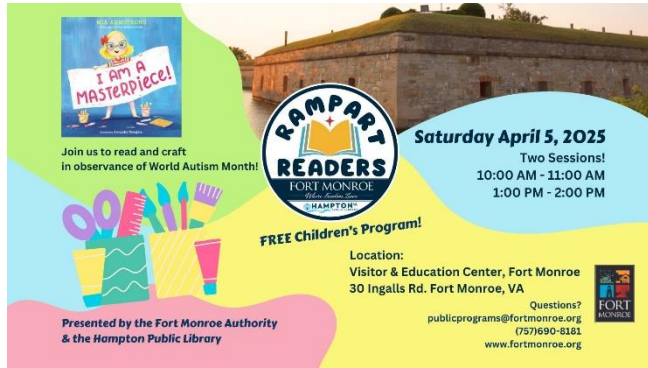
Youth Programming



Fort Friends, our pre-k program on the first Wednesday of the month, continues to grow, with new participants joining us each month. In January we played with winter



artic animals in sensory snow bins, and February's Pirate and Mermaid theme was particularly well attended. MEI's intern James also helped out in February, learning about public programming, helping with set-up and clean up, and putting on a good show as a pirate!



Rampart Readers returns on April 5 in partnership with the Hampton Public Library, with *I Am A Masterpiece* by Mia Armstrong, in celebration of World Autism Month. A children’s book club, Rampart Readers pairs books available at the Library with Fort Monroe history and a fun, take-home craft. In April, participants will be able to create their own self-

portraits. MEI is looking forward to partnering with the Library for their summer reading program, providing programming both at the Fort and the library.

On March 29 participants in the History in the Making program completed their excavations during Workshop 3: Wait, There’s More Digging? With the help of Jaci Wells, NPS Fort Monroe’s Superintendent, the excavation teams dug their test pits, sifted for artifacts, and recorded their findings. In the final session on June 28, the teams will wash and catalog their artifacts during a field trip to FMA Archaeologist Paul Presentza’s lab.

Outreach

The MEI team was also able to support the NPS Garrison Life program on March 29. VSA Kait Herber helped to man an information table handing out schedules and maps to help orient guests to the event.

Coming up in April, we plan to support the 125th Phoebus Anniversary event in downtown Phoebus on April 13th, and the Hampton Mosaic Festival on April 26th.





CULTURAL AND NATURAL RESOURCES REPORT

The Fort Monroe Department of Cultural and Natural Resources continues to implement projects as stipulated in the governing documents in the ongoing protection and preservation of Fort Monroe's cultural and natural resources. In doing so, the Fort Monroe Historic Preservation Officer (FMHPO) consults with the Virginia Department of Historic Resources (VDHR) on all undertakings per the stipulations of the governing documents as well as provides the National Park Service (NPS) staff and the US Army with relevant and timely project information as and when required. The goal of the FMHPO and staff are to be proactive in the preservation of Fort Monroe's cultural and natural resources.

Consultations/Undertakings/Projects Update

From February 4, 2025, to April 3, 2025 the Department of Cultural and Natural Resources is reviewing for implementation five (5) architectural and archaeological projects. The department has prepared and submitted three (3) consultations to the VDHR per the continuing review process as stipulated in the PA and MOU for architectural and archeological projects at Fort Monroe. The FMHPO has also provided the same projects to the NPS and Army for review to demonstrate responsible and shared stewardship of the cultural resources of Fort Monroe. The FMHPO received concurrence from the VDHR on all projects submitted to date. At the time of this report, there are currently no projects under review by the VDHR.

Also in that time, the FMHPO has reviewed, mitigated, and provided comment and developed scopes of work for numerous on-going maintenance projects at Fort Monroe that did not rise to the level of a Tier II undertaking. Currently, the Cultural and Natural Resources Department is working with proponents and FMA staff on numerous projects that are in various stages of review and development. At the time of this report, most if not all will be considered for submission to the VDHR and potentially Stakeholders once a determination of those project(s) effects is fully understood and developed, at which time the FMHPO will then make an effect determination. A brief updated list of some of those projects is provided in this report.

Since 2017, the FMHPO and staff have reviewed well over **601** projects for compliance to the governing documents and to date **319** of which were consultations with the VDHR pursuant to the FMA continuing review process all receiving concurrence for the VDHR.

All projects are prioritized based on life safety, preservation, and severity of existing or potential deterioration. The FMHPO, together with the Executive Director of Real Estate and other FMA staff, coordinate and prioritize repairs based on the priorities previously

mentioned as well as available funding. Currently at the time of this writing, the FMHPO along with other FMA staff and consultants are reviewing, providing guidance, mitigating and/or managing **sixty-three (63)** projects that are all at differing levels of complexity and orders of magnitude.

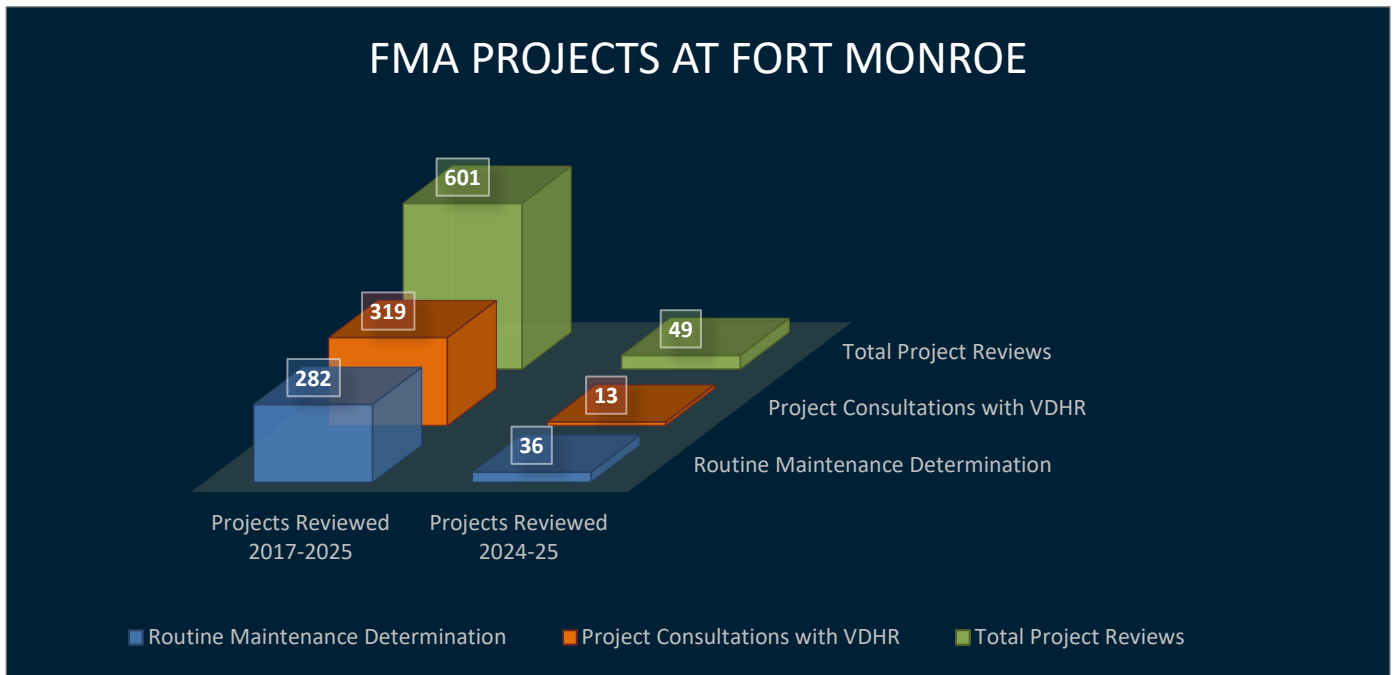


Table illustrates project reviews carried out by the FMHPO and Staff since 2017

Maintenance Reserve Project Update (Cultural Resources Update)

The FMHPO, Fort Monroe Project Manager and other FMA staff work with a multitude of selected A/E firms to develop rehabilitation designs for Maintenance Reserve (MR) projects as well as infrastructure projects throughout Fort Monroe. In doing so, it is the FMA’s intent to maintain, rehabilitate and update the cultural and natural resources of Fort Monroe so as to allow the FMA to operate in a meaningful and cost-efficient manner while working to preserve cultural resources.

A brief update of current maintenance reserve projects are as follows:

Building Rehabilitations: B.14, B15, B19, and B62 & B63 (8 Residential Units).

- Rehabilitation projects:
 - **Building 14 (Update)** The FMA has selected a qualified contractor (Mark Turner Construction). Anticipate a notice to proceed (NTP) being issued by the end of April 2025. The award was delayed pending approval of the Capital Outlay (CO) forms by the Virginia Department of General Services

(DGS) and the Department of Planning and Budget (DPB). As of March 20, 2025 the project bonds were submitted to Office of the Attorney General (OAG) for approval. It is hoped that the OAG will complete their review by sometime in April and a Notice to Proceed (NTP) can be issued and the project can begin.

The Save Americas Treasures (SAT) interim report is due on Paril 30, 20025.

- **Buildings 15 & 19 – (Update)** The project architect has reengaged in the development of the WD set in preparation for DEB permit review and comment. Once complete the project will be added to the Art and Architectural Review Board (AARB) consent agenda for conditional approval. The FMHPO will proceed with the consultation process once the permit has been issued and all comments satisfied.
- **Buildings 62 & 63 – (No Update)** The FMA is currently working toward reengaging the A/E to update the rehabilitation design and prepare the documents for rebid for some time in the winter of 2025.

Image showing Building 143 with restored front porch or loggia as well as rooftop balustrade

Building’s Roof and Rail Projects: B.119, B.141, B.142, **B. 143, B. 144, B.171** (10 Residential, 2 Commercial Units) – (Update)

- Roof and Rail Repair project: *(Listed in order of priority)*
 - Individual building updates
 - Buildings 143 & 144 (Project is complete)
 - Building 171 (Design complete. Next to pre-qualify and bid)
 - Buildings 141 & 142 (Design complete. Not rebid to date)
 - Building 119 (Design complete. Revised design underway)

Quads Sleeping Porch Window and Portico Repair/Replacement Project: (36 Residential Units)

Buildings 33, 34, 35, 43, 44, 45, 51, 52 & 54 – (No Update)

- The project design includes entry portico repair details as well as a design for the in-kind replacement of the non-historic sunroom porch windows and associated flashing.

The FMHPO is developing the letter of consultation which will include a final effect determination. Once complete the project plan will be submitted to the VDHR for

review. Procurement for a qualified contractor to make necessary repairs of the porticos and/or in-kind replacement of sunporch windows will occur once concurrence has been received by the DHR.

Ongoing Roofing Projects – (Update)

- The roofing project will occur at the following buildings: **B. 3, B.16, B.18, B.61, B.103, B.129, 157 and 158.**

The project has been awarded to DHM Construction and anticipate the project(s) beginning by the end of February 2025.

Building **B.18** is complete, and the contractor has begun to work at **B.16** with **B.3** to follow. Progress has been excellent.

Building 5 Mansard Roof and Cupola Repair Project – (No Update) (DHR File No. 2024-4198)

- The scope of work includes returning the mansard roof and cupola to the original intent to include reintroduction of the oculus windows of the mansard, restoration of the windows of the cupola as well the repair and replacement of the concealed gutter system and roofing. The project will also include repainting of the clock face.

The project architect has submitted the Working Drawings Design (WD) documents to the FMHPO for review and the FMHPO is preparing a letter of consultation to the DHR for review and comment.

Building 166, Chapel of the Centurion Lead Based Paint Encapsulation Project – (No Update)

- The extant paint coatings of Building 166 (Chapel of the Centurion) have failed. As indicated in the assessment that was conducted April 18, 2022, the structures paint contains hazardous materials in the form of lead-based paint used on the exterior of the structure and must be remediated and new coatings applied. Minimal in-kind repairs will also be performed to the exterior envelope to include repairing previously inappropriate repairs to the board and batten siding.

The project architect has submitted the Working Drawings Design (WD) documents to the FMHPO for review and the FMHPO is preparing a letter of consultation to the DHR for review and comment.

Building 80 Porch and Railing Repair – (No Update)

The project architect has submitted Working Drawings Design (WD) documents to the FMHPO for review and the FMHPO is preparing a letter of consultation to the DHR for review and comment.

NOTE: All rehabilitation designs shall be in accordance with the *Fort Monroe Design Standards, 2018 Virginia Uniform Statewide Building Code (USBC)* as well as the *Secretary of the Interior's Standards for Rehabilitation of Historic Properties*.

Development Projects

Buildings 87/89

On March 10, 2025, the FMHPO provided a “cover letter” to DHR that provided their Effect Determination per our Continuing Review Process for DHR File No. 2023-4295. This review was based on the Amended Part 2 documents provided by the redeveloper on March 7, 2025, and dated March 3, 2025.

In an effort to minimize DHR’s reviews of this project and dependent on the proponent’s submittal format to DHR, the FMHPO requested that this cover letter be included as an Enclosure or within an Appendix of their tax credit submission.

See Real Estate Report for additional information.

Building 100

On March 18, 2025, the FMHPO provided a “cover letter” to DHR that provided their Effect Determination per our Continuing Review Process for DHR File No. 2023-4295. This review was based on the Amended Part 2 documents provided by the redeveloper on March 17, 2025, and dated March 17, 2025.

In an effort to minimize DHR’s reviews of this project and dependent on the proponent’s submittal format to DHR, the FMHPO requested that this cover letter be included as an Enclosure or within an Appendix of their tax credit submission.

The FMHPO provided the following comment within this cover letter:

- *The proposed “clear coat” located on the 4th floor exposed masonry attic knee wall. Given this clear coat material will not typically “seal” cracks in brick, deteriorated mortar joints or mortar joints with a higher porosity than adjacent masonry units, what benefit does the proponent seek to gain from the use of this material without repointing the masonry wall and what of the reversibility of such material? The adjacent gutter system opposite the knee wall is potentially the source of any high moisture conditions.*

Building 210 – (City of Hampton Training Facility) (Update)

Phase II, which encompasses the adaptive reuse design and implementation, has been awarded to WM Jordon Company by the City of Hampton, the leaseholder.

This project has begun and FMA staff are monitoring progress as needed and/or required.

Old Point Comfort Lighthouse Remediation – United States Coast Guard, (CG)

The FMHPO has worked to coordinate the USCG's efforts in their remediation of the Old Point Comfort Lighthouse.

A tentative remediation schedule is currently as follows:

Abatement:

- *Initiate abatement activities – this week following site safety inspection planned for tomorrow. Abatement activities will be ongoing through Mid May. Once the team starts the paint removal, we can get a better idea on production rates.*
- *Site breakdown, scaffolding removal, and abatement team demobilize – End of May.*

Soil Excavation:

- *Soil Excavation will be performed following the abatement team's demobilization. Approx 10-day duration, completion mid-June.*
- *No materials will be stored on site or stockpiled for this effort. The excavation area will be fenced but a much smaller footprint than current. We will utilize engineer Lane to access the site.*



Image showing Scaffolding and containment at the Old Point Comfort Lighthouse

Once remediated and as a result of the General Service Administration’s (GSA) Report of Excess (ROE) concerning the divesture of the Old Point Comfort Lighthouse, the Fort Monroe Authority (FMA) intends to provide the CG with a “letter of interest” (LOI) per their request once this letter has been reviewed by the Office of the Attorney General (OAG).

The Old Point Comfort Lighthouse has been determined to be in excess and obsolete to the CG and is being considered for disposal under the authority of the National Historic Lighthouse Preservation Act of 2000, Public Law 106-355 (NHLPA), an amendment to the National Historic Preservation Act.

The tract of land associated with the Old Point Comfort Lighthouse and all improvements of said land shall be returned to the Commonwealth of Virginia under FMA ownership as a result of the reversionary deed dated July 28, 1803, which contain reverter clauses that state that in the event the said tract were used for purposes other than fortification or national defense that title and all jurisdiction would revert to the Commonwealth of Virginia.

Archaeology - (Update)

Fort George Archeology: Semicentennial (SEMI) Grant Award

James River Institute for Archaeology (JRIA) has provided the FMA with a draft report for the Fort George Resource Protection Plan project and that report is currently under review for comment.



Image showing Fort George Curtain Wall within test unit impacted by past utilities in the Fort George Resource Protection Project

During the period from February 4, 2025, to April 3, 2025, the FMA Archaeologist and Cultural Resources Specialist processed several new projects for review, including the following:

- Building 210 - Veolia Utility Work.
- Building 210 - WM Jordan Utility Work.
- Building 210 - Dominion Work.
- Fenwick Road Osprey Box.
- Bldg. 61 Sewer Lateral Clean Out.
- Emergency Ground Disturbance for Ingalls Road near Bldg 52 (2025-3286).
- Streetlight Repairs for BLDNGS- 106,119, & 128.
- Garden Restoration at Buildings 143 & 144.

- Continued monitoring African Landing Memorial Monitoring for Zones A, C, D, E, F, and Fence Installation.
- Monitored Casemate 20 Sewer Installation project (2025-5203).
- Wrote and sent to DHR Archaeological Monitoring Report for the Casemate 20 Sewer Installation project (2025-5203).
- Accepted transferal of non-provenienced artifacts from Casemate Museum collection to the FMA Archaeological Collection.
- Monitored Building 210 Training Center utility work for Veolia.
- Reviewed and commented on HRBU Draft.
- Reviewed and commented on US Army PFAS Project Draft.
- Monitored Emergency Ground Disturbance for sewer clean-out at Bldg. 61.
- Tracked and attended 2025 FMA Annual Status Meeting.
- Attending Contractor meeting for Ft. George Phase II Excavation.
- Reviewed and commented on 80% Draft of Fort George Phase II Excavation Draft.
- Accepted artifacts from contractor for Fort George Phase II investigation.
- Participated in VEC Education program with William & Mary students.
- Provided information to the Special Events department for history of Fort Monroe railroads, beach coves, and for artifact spotlight.
- Participated in archaeological portion of Black History Month event at Fort Monroe.
- Provided Army with VCRIS information on Loci #s 2 & 20 for PFAS project.
- Advised Dominion Energy on upcoming underground failure repair projects on post
- Investigated new pet burial near Building 48.
- Continued supervision of lab volunteers and processing of ALM artifacts, as well as artifacts for the Water Tower Deconstruction, Emergency Ground Disturbance at Patch & Fenwick, Building 210 Training Center Project, and 14" Water Main Installation, and other open projects.

Preservation Education and Outreach- (No Update)

The Cultural and Natural Resources Department continues its mission to promote "Education is Preservation" at Fort Monroe. It is extremely important that all stakeholders and individuals that have the potential to interact and impact Fort Monroe, understand the importance of preservation and how it plays a critical role in the future of our cultural and natural resources at Fort Monroe.

To that end, the FMHPO will continue to reach out to the community at large as well as outside contractors and colleagues to assist in the preservation of our resources and promote appropriate preservation practices. Additionally, the FMHPO will strive to make the public and stakeholders who enjoy Fort Monroe more aware of the established Design Standards that govern the use of the historic and natural resources at Fort Monroe and how we can all partner to carry Fort Monroe into the future together.

Environmental/ Natural Resources

Air Quality – (No Update)

Ongoing. The FMHPO/Environmental Manager continues to monitor and record all generator readings as well as natural gas through-put.

MS4 Permit – (Update)

The FMHPO/Environmental Manager in anticipation of the next MS4 report is scheduled to review any updates to the plan with FMA consultants and contractors on April 8, 2025.

The FMHPO/Environmental Manager performed Stormwater Pollution Prevention Plan (SWPPP) inspections at the Marina and James River Grounds Laydown Yard and has provided the results of these inspections to the Commercial Property Manager for corrective action.

UST / AST- (No Update)

Ongoing. The FMHPO/Environmental Manager continues to monitor all state-owned UST/ASTs located on FMA property.

Floodplain Administration – (No Update)

Ongoing. The FMHPO/Floodplain Administrator has continued to provide floodplain guidance on all projects on an as needed basis.

On-going Project Review Information – (Update)

For an update of all FMA undertakings at Fort Monroe please see the link below:

The *Consultations Completed* documents were last updated on November 8, 2024, and are located at the FMA website for Stakeholder and Public review per the requirements of the PA and MOU and are listed under the *Project Review Information Exchange* tab at the link below.

Link to the projects page can be found here: <https://fmfada.egnyte.com/fl/s3DzIphT7f>

The “**Appendix A**” contains a list of all FMHPO project reviews to date.

END



Coverage Report-
Jan-April 2025

 Meltwater

Campaign Overview

Total Mentions

Jan 8 - Apr 7

707

Mentions

Total Potential Editorial R...

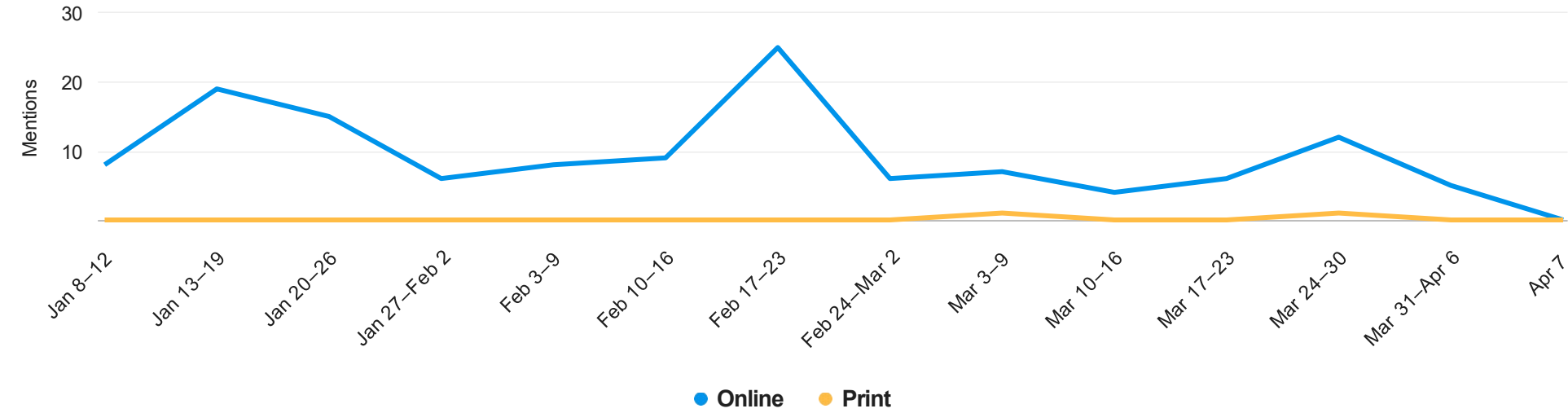
Jan 8 - Apr 7

1.02B

Reach

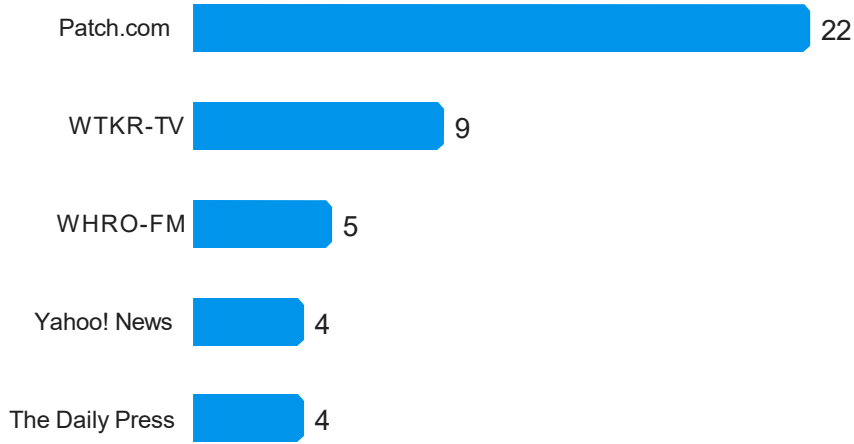
Mentions Trend by News Media Type

Jan 8 - Apr 7



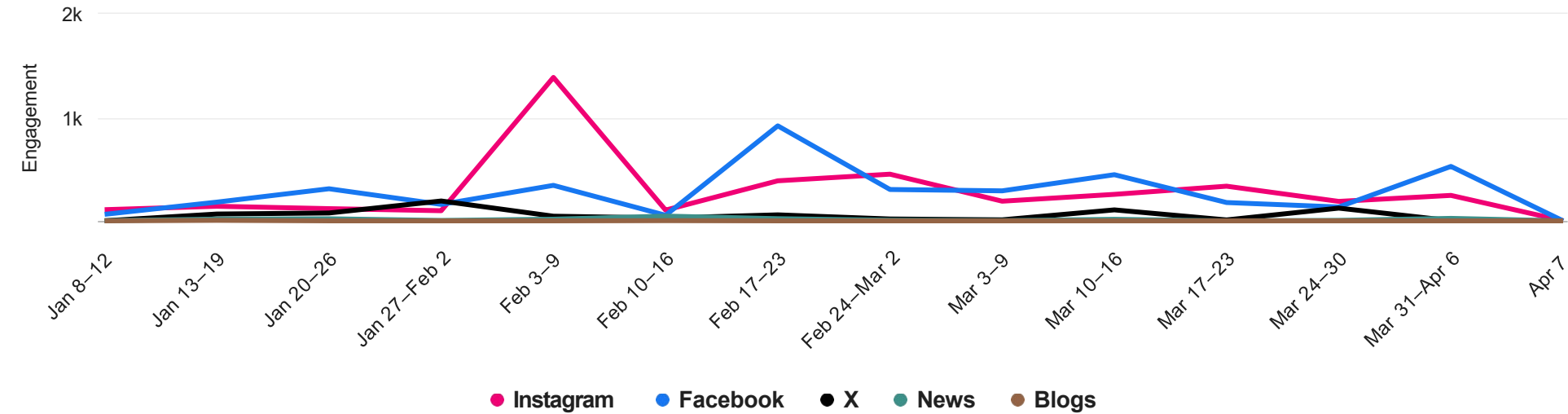
Top Publications by Mentions

Jan 8 - Apr 7



Engagement Trend by Source Type

Jan 8 - Apr 7



Highlighted Coverage

Highest Potential Editorial Reach

Jan 8 - Apr 7



MSN.com • Brigit Katz
Editorial | US | Jan 24 · 3:32 PM

When Harriet Tubman Helped Lead a Civil War Raid That Freed 750 People

slavery had become the driving purpose of her life. She volunteered in **Fort Monroe**, Virginia, before heading to Port Royal, South Carolina,

Social Echo 0 0 0
123M Reach

Neutral

Most Social Shares

Jan 8 - Apr 7

Center for Biological Diversity
Editorial | US | Feb 12 · 6:04 AM

Virginia Petition Seeks to Protect Diamondback Terrapins From Drowning in Crab Traps

FT. MONROE, Va. — Conservation groups today filed a petition asking the Virginia Marine Resources Commission to adopt regulations that would

Social Echo 0 43 0
169k Reach

Neutral

Highest Syndication

Jan 8 - Apr 7



Yahoo! News
Editorial | US | Jan 14 · 11:19 AM

Hampton Roads woman reflects on historic trip to Angola with Biden at Fort Monroe event

to English North America and their ties to Angola. The **Fort Monroe Authority** is currently developing an African Landing Memorial slated to

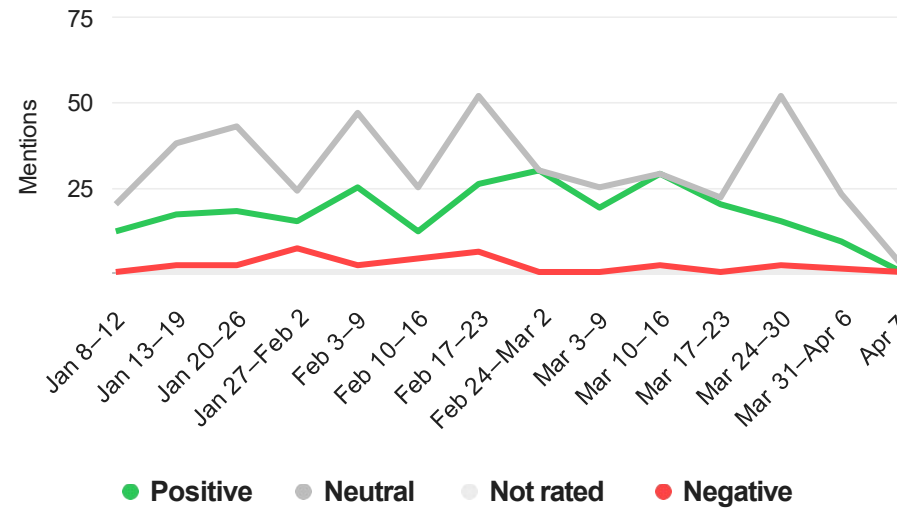
Social Echo 0 0 0
66.7M Reach

Neutral

Sentiment

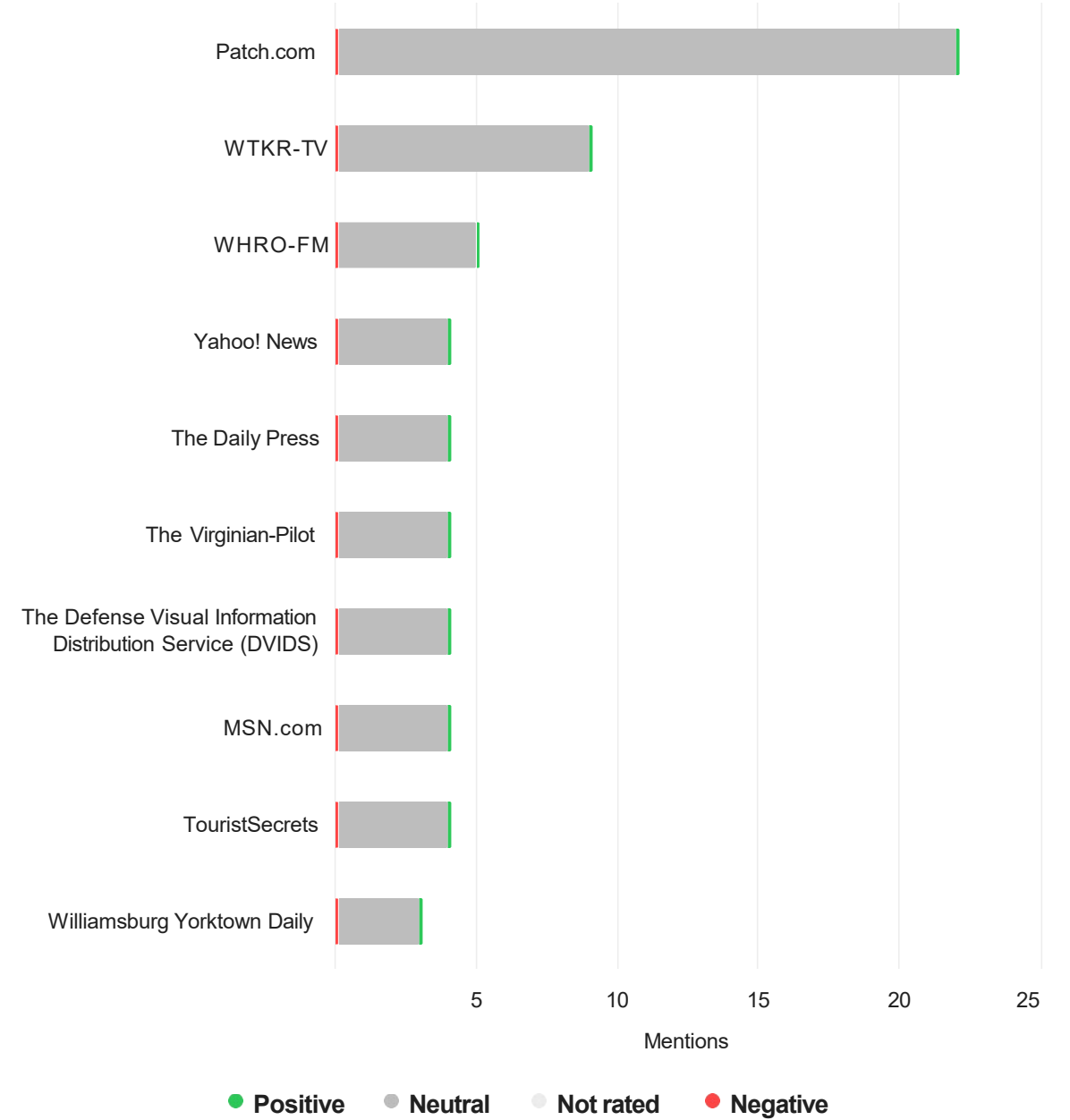
Sentiment Trend

Jan 8 - Apr 7



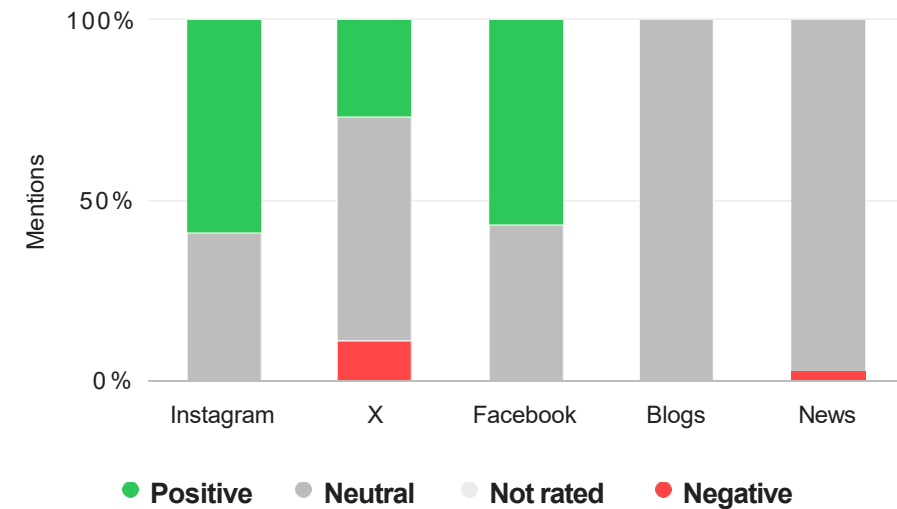
Top Publications with Sentiment

Jan 8 - Apr 7

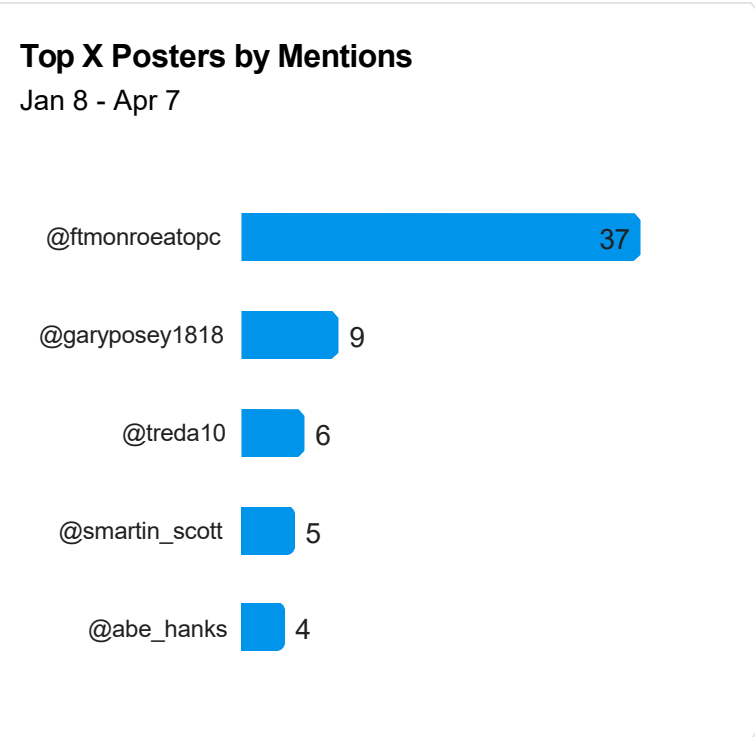
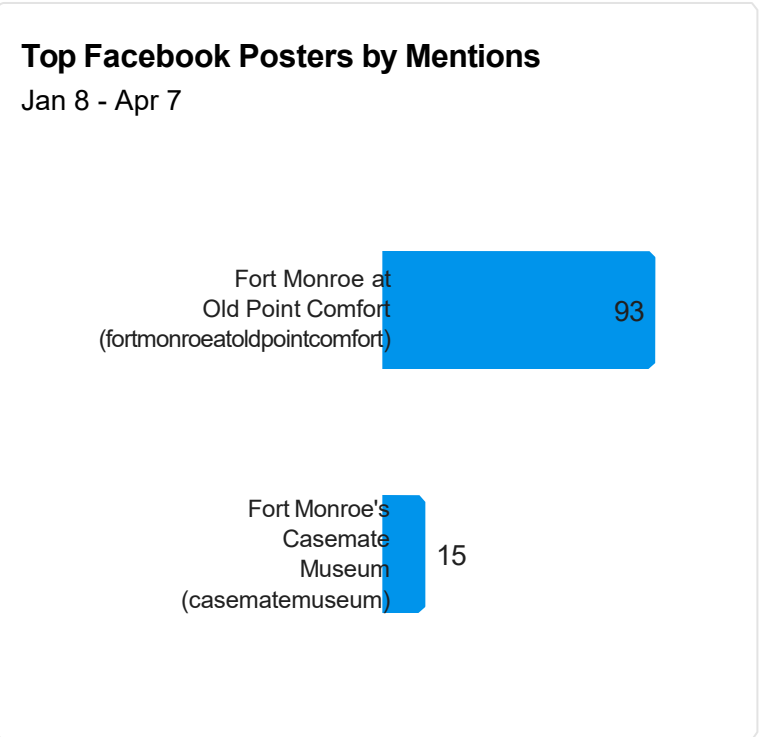
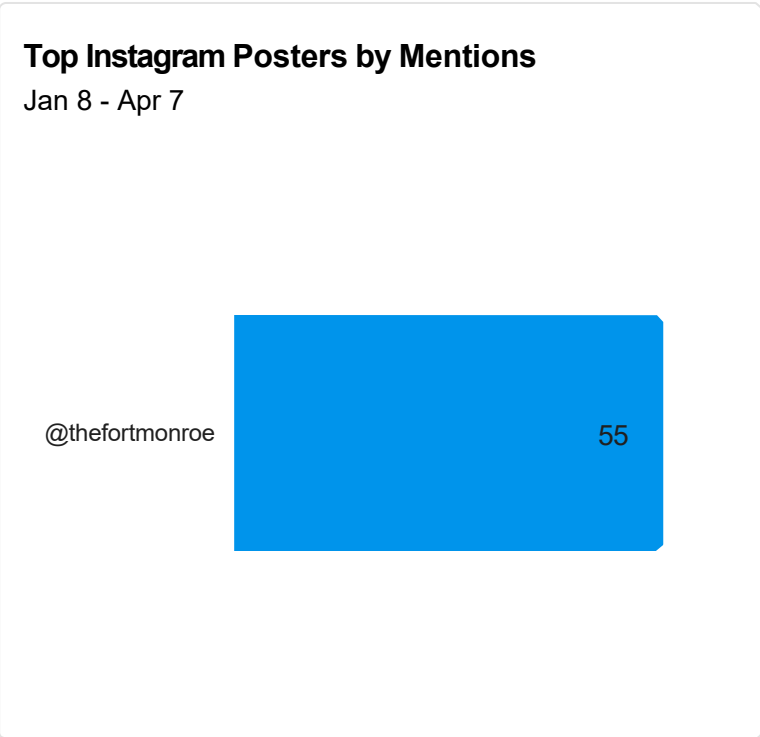
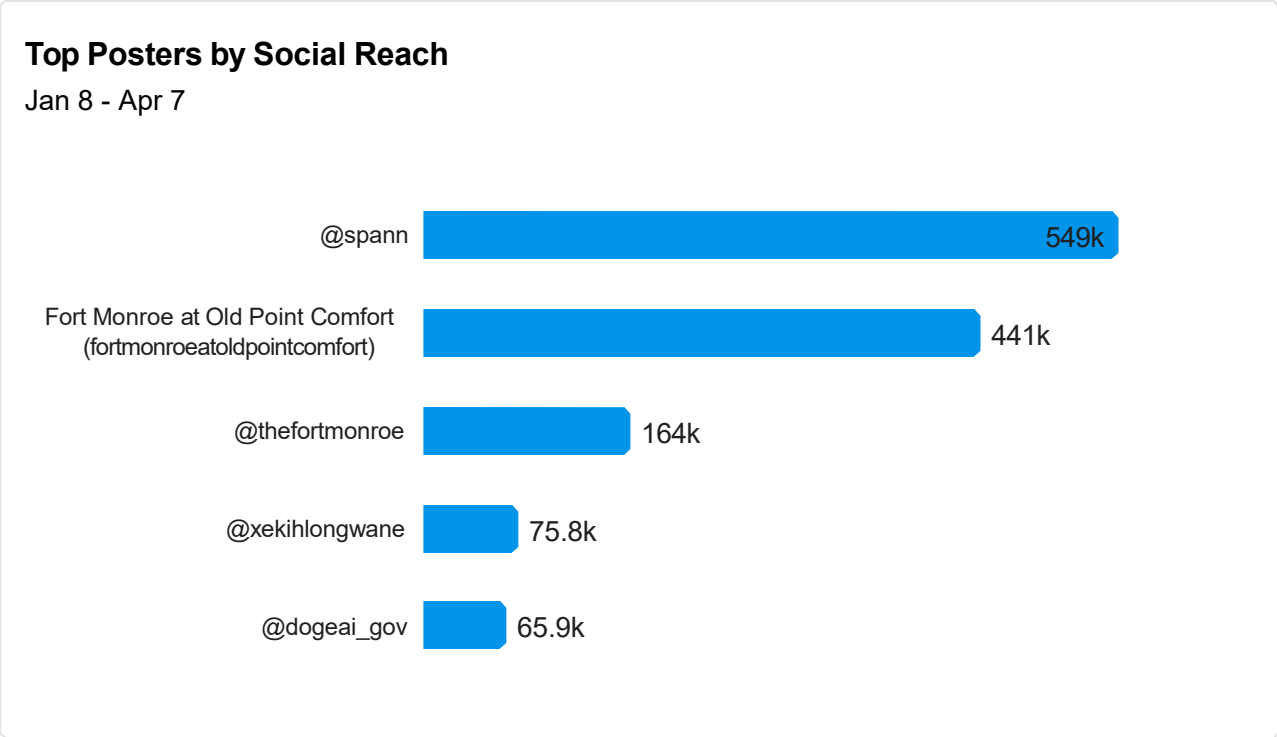
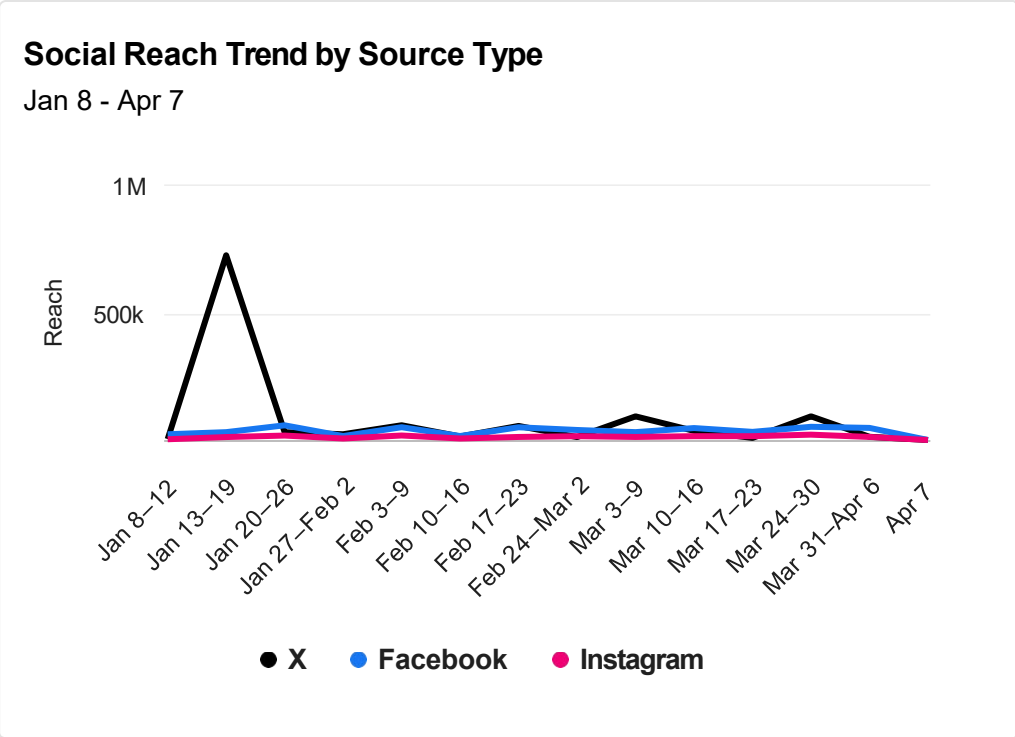


Sentiment by Source Type

Jan 8 - Apr 7



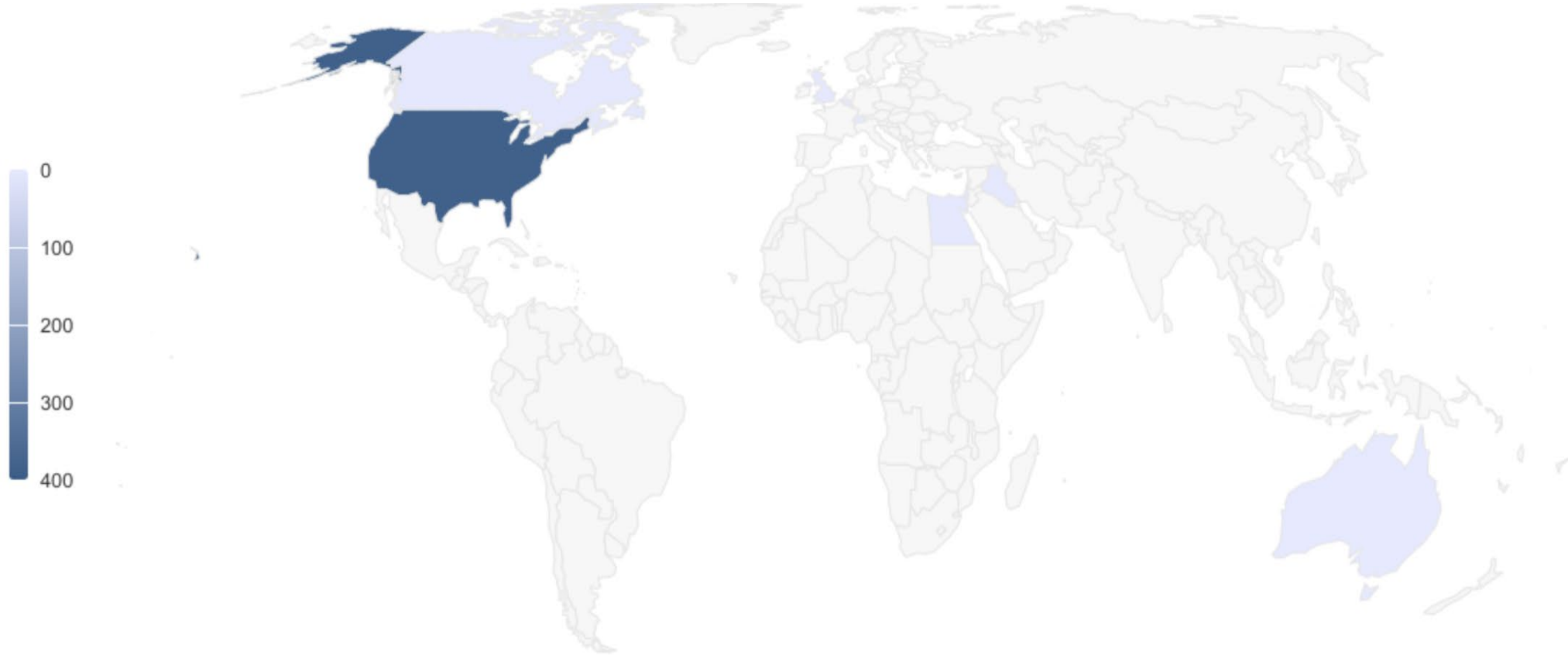
Social Mentions



Mentions by Market

Top Locations

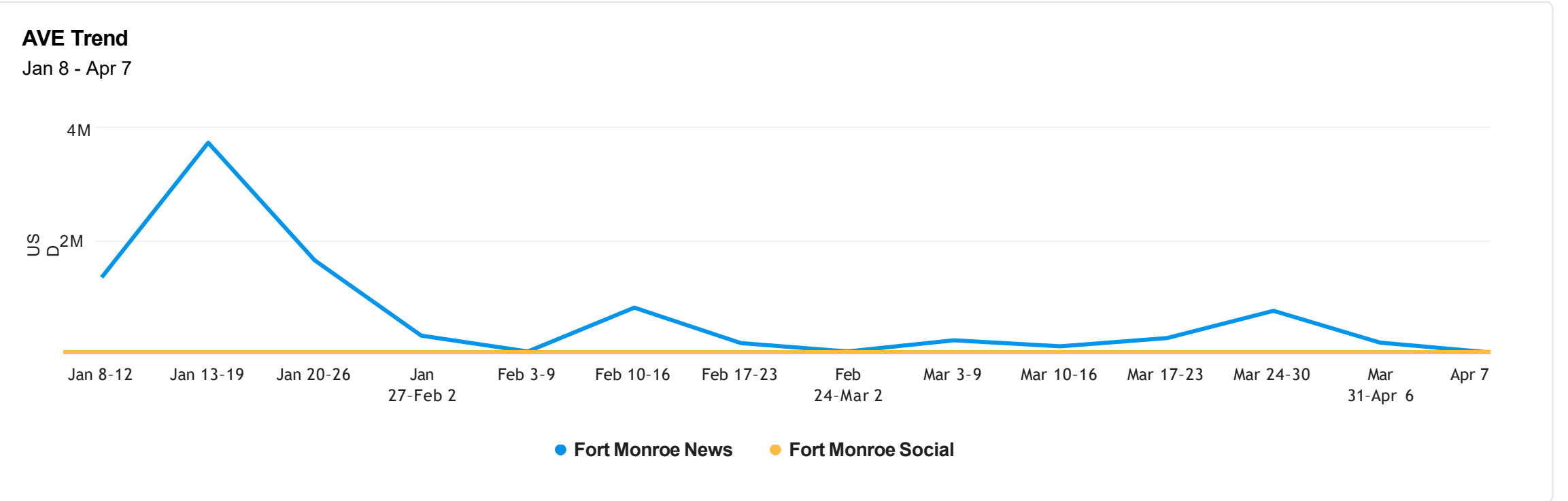
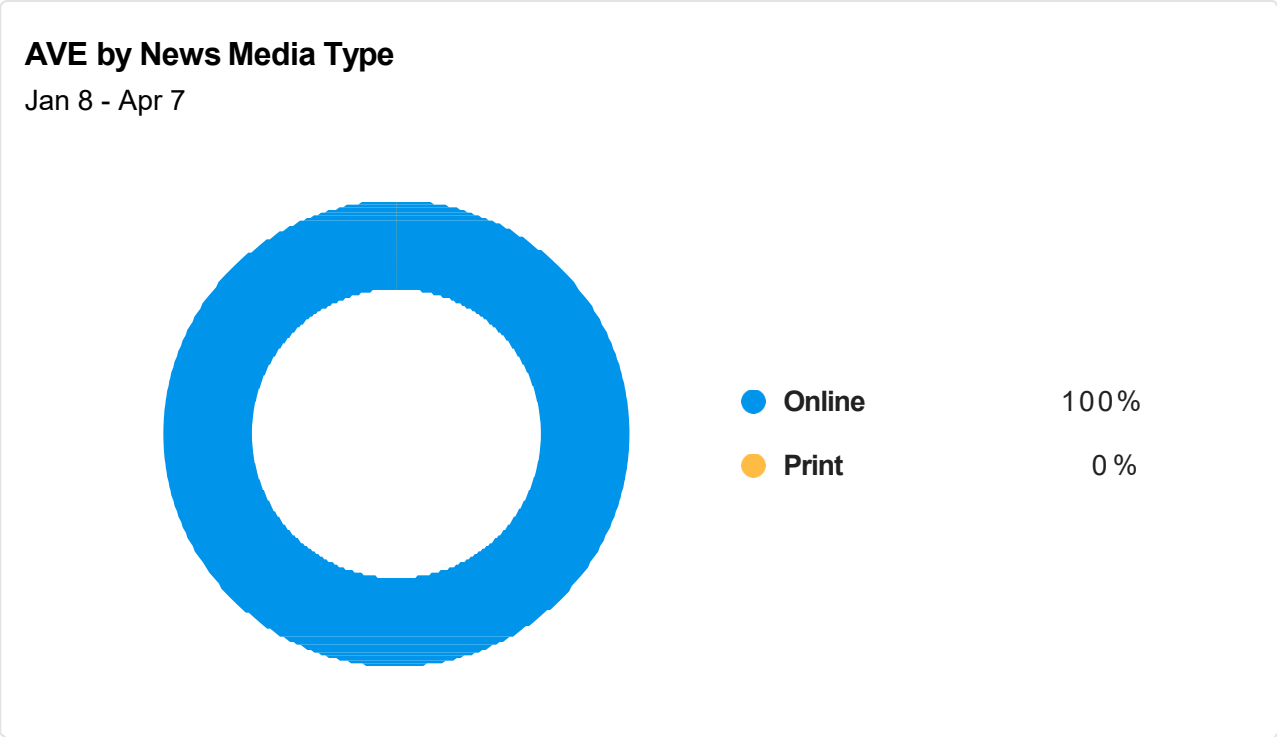
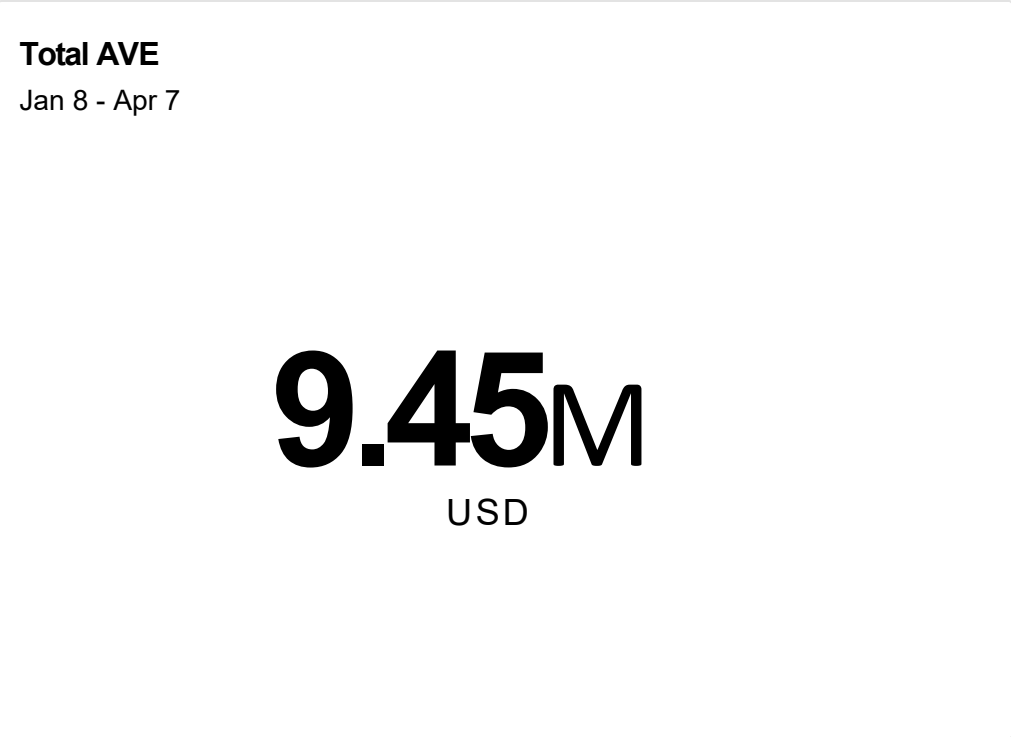
Jan 8 - Apr 7



1	United States	387	55.4%
2	Unknown Region	293	41.9%
3	Israel	7	1%
4	Belgium	2	0.3%
5	Canada	2	0.3%

6	Egypt	2	0.3%
7	United Kingdom	2	0.3%
8	Iraq	2	0.3%
9	Australia	1	0.1%
10	Switzerland	1	0.1%

Advertising Value Equivalence



Finance Report
Fort Monroe Authority Finance Committee Meeting
Fort Monroe Visitor and Education Center
April 2, 2024, 12:00 pm

Cash on Deposit

As of the close of business on March 25, 2025, the Fort Monroe Authority had on deposit at Old Point National Bank, the following account balances:

Unrestricted Accounts

Government Fund Operating Account	\$ 4,642,571
Enterprise Fund Residential Operating Account	2,047,698
Enterprise Fund Special Events Account	16,731
Enterprise Fund Utility Operating Account	217,199

Total Unrestricted	\$ 6,924,199

Restricted Accounts

Enterprise Fund Residential Security Deposit Account	\$ 283,042
NPS for Jamestown Island Exhibit	205,247
Net Balance of SLFRF transfers for African Landing Memorial	1,600,198
African Landing Memorial Supplemental Funding	2,500,000
Surplus Furniture Sales Proceeds	2,667
Greater Virginia Peninsula Homelessness Consortium	342,400
Interest Earnings from Overnight Investments	68,720
Employee Flexible Spending Account	8,863

Total Restricted	\$ 5,011,137

FMA management believes that the current cash balances together with the remaining general fund transfers and business revenue will provide enough funding to meet the near-term operating requirements of the Fort Monroe Authority.

FY 25/26 Budget Amendments

The 2024 Special Session I approved FY25/26 budget included the following funding for Fort Monroe:

	<u>FY25</u>	<u>FY26</u>
General Fund Appropriations	\$ 7,793,263	\$ 7,740,610
Capital Outlay Funds	\$ 50,000,000	\$ 0
Maintenance Reserve Funds	\$ 4,312,942	\$ 5,606,824

The Governor’s introduced budget for the 2025 Session did not include any additional capital outlay funds but did include the following language related to Fort Monroe capital projects:

FMA and the Department of General Services (the Department) shall execute a Memorandum of Understanding allowing up to \$60,000 annually from capital authorizations for infrastructure upgrades, deferred maintenance, and improvements at Fort Monroe to be expended by the Department. Of these authorizations, annually, up to \$30,000 in total may be used by the Department for dedicated support for FMA as fiscal agent and up to \$30,000, annually, in total may be expended by the Department in the review of capital outlay infrastructure upgrades, deferred maintenance, and improvement projects at Fort Monroe.

The 2025 Session Conference Budget approved by the General Assembly only changed the funding years for Maintenance Reserve funding but did not reduce the amount.

	<u>FY25</u>	<u>FY26</u>
Maintenance Reserve Funds	\$ 5,606,824	\$ 4,312,942

The Governor’s 2025 budget amendments that were returned to the General Assembly reduced the Maintenance Reserve funding for the FMA (and other state entities).

	<u>FY25</u>	<u>FY26</u>
Maintenance Reserve Funds	\$ 5,391,177	\$ 4,312,942

If approved by the General Assembly and signed by the Governor, this would result in a reduction of \$215,467 in Maintenance Reserve funding for the biennium.

FY 25/26 Capital Outlay Updates

With the \$50M appropriated for the FMA in capital outlay funding in the FY25 budget, the FMA has been working with the Department of General Services (DGS) and the Department of Planning and Budget (DPB) to allocate new or additional funding for the following capital outlay projects:

	<u>New</u>	<u>Additional</u>	<u>Total</u>
Dominion Utility Upgrades		\$ 7.86M	\$ 11.41M
Utility Master Plan – Ingalls Road	\$ 32.90M		\$ 32.90M
Surface and Structured Parking	\$ 12.29M		\$ 12.29M

FY25 Fiscal Year-to-Date Financial Statements

The financial statements accompanying this report reflect the Authority's Statement of Net Position as of February 28, 2025, and Statement of Activities for the eight-month period ended February 28, 2025.

With the completion of the FY24 year-end audit by Clifton Larson Allen and acceptance of the audit report by the Board of Trustees at its meeting on November 21, 2024, the year-end adjusting entries for pension and OPEB liabilities and deferred inflows and outflows of resources related to GASB 68 and GASB 75 requirements have been removed.

As part of the FY24 audit process, Clifton Larson Allen recommended the elimination of the interfund due to/due from balances between funds. Audit adjusting entries were posted at year-end to eliminate all accumulated interfund balances. For FY25 and future fiscal years, the transfers between funds will be recorded in the intercompany accounts during the fiscal year but reclassified as transfer expenses at fiscal year-end.

A brief narrative summary of the statements is provided below. Copies of the summary financial statements are included with this report.

Statement of Net Position as of February 28, 2025

Assets

As of February 28, 2025, the Authority had \$6,314,936 in operating and petty cash funds compared to \$6,085,096 in the prior year.

As of the same date, the Authority had \$3,769,495 in restricted fund accounts compared to \$1,103,746 for the prior year. The current year restricted fund cash balance consists of:

Resident security deposits	\$279,021
Trust fund deposits for GVPHC homeless support services	\$342,400
Cost sharing for future exhibit at Jamestown Island	\$205,247
Unexpended SLFRF transfers for ALM project	\$371,455
Supplemental appropriation for ALM project	\$2,500,000
Unrestricted funds from surplus project sales	\$2,652
Unrestricted interest earnings invested for future projects	\$68,720

As of February 28, 2025, Total Current Assets were \$28,990,384 compared to \$21,682,505 in the prior year. A significant portion of Other Current Assets is the net present value of the future lease payments required by GASB 87 for lease accounting. The net present value of all future lease payments totaled \$15,291,835 as of February 28, 2025, compared to \$13,305,744 as of February 29, 2024. For comparison purposes, eliminating the impact of the GASB 87 asset, Total Current Assets as of February 28, 2025, would be \$13,698,549 compared to \$8,527,327 for

the prior year. A significant portion of the increase in Current Assets results from the receipt of the \$2,500,000 in supplemental funding for the African Landing Memorial in June 2024.

Total Fixed Assets (net of depreciation) as of February 28, 2025, totaled \$2,686,465 compared to \$1,112,920 in the prior fiscal year. Construction in Progress increased from the prior year by \$1,632,584 due to the costs associated with the African Landing Memorial which is funded by transfers from the \$6M ARPA SLFRF allocation.

Total Assets as of February 28, 2025, were \$31,676,849 compared to \$22,795,457 as of February 29, 2024. After eliminating the GASB 87 lease receivables, Total Assets would be \$16,385,014 as of February 28, 2025, and \$9,640,280 as of February 29, 2024.

Liabilities

Total Current Liabilities as of February 28, 2025, totaled \$8,232,962 compared to \$1,165,666 in the prior year. Other Current Liabilities as of February 28, 2025 includes \$2,240,706 in prepaid revenue for appropriations and transfers for March received in February and deferred revenue liability for the \$3,426,850 for the \$2,500,000 supplemental funding from the Commonwealth and unexpended SLFRF transfers. The prepaid revenue will be recognized in March and the balance of the deferred revenue will be recognized as income as the funds are expended for the African Landing Memorial artwork and site improvements.

Other Liabilities include Deferred Inflow of Resources related to the GASB 87 lease accounting requirements. As of February 28, 2025, Deferred Inflows totaled \$14,388,475 compared to \$12,485,423 in the previous fiscal year.

Total Liabilities were \$22,621,436 as of February 28, 2025, compared to \$14,833,425 as of February 29, 2024. Eliminating the GASB 87 balances for comparison purposes, as of February 28, 2025, Total Liabilities would be \$8,232,962 compared to \$2,348,002 as of February 29, 2024.

The FMA has no outstanding loans payable as of February 28, 2025.

Net Position

As of February 28, 2025, Total Net Position was \$9,055,413 compared to \$7,962,033 as of February 29, 2024.

Statement of Activities for Eight-month Period - July 1, 2024 to February 28, 2025

Revenue

Consolidated revenue for the first eight months of the fiscal year totaled \$10,641,784 compared to \$9,969,393 (+6.7%) for the same period of the prior year and \$10,919,843 (-2.5%) in pro-rated budgeted revenue.

- Government Fund appropriations for the eight-month period were \$5,567,448, which is \$506,126 (+10.0%) above prior year due to the additional FY25 appropriations to offset the salary increases, utility costs, and contract costs, but \$255,862 (-4.4%) below budgeted revenue due to the delay in distribution of other central appropriations.
- VDOT Maintenance Funds passed through from the City totaled \$248,631 for the first eight months of the fiscal year compared to \$241,989 in the prior year.
- Residential rental revenue and fees for the first eight months of the fiscal year totaled \$2,366,169, which is above the prior year by 1.6% but 1.9% below budgeted revenue due to an increase in turnover in large residential units.
- Commercial rental revenue and fees for the first eight months of the fiscal year totaled \$1,436,455, which is above the prior year by 11.3% and 6.2% above budgeted revenue.
- Venue Rentals and Event revenue for the period is 14.3% below prior year and below budgeted revenue by 49.6%.
- Utility Fund billings are below prior year by 0.7% and below budget by 0.8%.

Expenses

Consolidated operating expenses for the first eight months of the fiscal year were \$9,910,504 compared to \$8,939,190 in the prior year (29.0% higher than prior year) and \$10,919,844 in budgeted expenses (9.2% below budget).

- Government Fund operating expenses for the first eight months of the fiscal year were \$4,105,459, above prior year expenditures of \$3,321,905 by 23.6%, but below budgeted expenses of \$4,889,931 by 16.0%. Some of the variance against budget (\$407.0K) results from the continuing personnel vacancies that have been challenging to fill due to the tight labor market for high demand positions (Project Manager) and low supply positions (Manager of Preservation Trades, 2 Preservation Technicians) combined with the delay in rehiring positions in other departments to focus on recruitment of the above positions. This variance is below prior year due to some positions being filled in FY24. The FMA continues to have success in recruiting vacant positions but at a slower rate the reflected in the budget.

- Consolidated Enterprise Fund operating expenses for the first eight months of the fiscal year totaled \$5,805,045, a 3.3% increase compared to \$5,617,285 for the prior year, but 3.7% below budgeted expenses of \$6,029,913.

Net Operating Surplus/Deficit

On a consolidated basis, revenue exceeded expenses for the first eight months of the fiscal year by \$731,280 compared to an operating surplus of \$1,030,203 for the last fiscal year. The decreased surplus resulted from lower operating surplus in the government fund combined with the larger consolidated deficit in the enterprise fund as more fully described below.

- Government Fund revenue exceeded expenses for the first eight months of the fiscal year, resulting in an operating surplus of \$1,461,988 for the current year compared to an operating surplus of \$1,739,417 in the prior year and \$933,379 in budgeted operating surplus.
- Consolidated Enterprise Fund expenses exceeded revenue for the first eight months of the fiscal year resulting in an operating deficit of \$730,709 for the current year compared to an operating deficit of \$709,214 for the prior year and \$933,380 in budgeted operating deficit.

Statement of Cash Flows for Eight-month Period - July 1, 2024 to February 28, 2025

The statement of cash flows reconciles net income to changes in cash balances by adjusting for changes in asset balances and liability balances.

On a consolidated basis, for the eight-month period ended February 28, 2025, the FMA reported a net operating surplus of \$731,280. For the same period, cash balances increased by \$205,933 after adjusting for the changes in asset and liability balances.

The Government Fund reported a new operating surplus of \$1,461,988 for the first eight months of the fiscal year. The same period Government Fund cash balances increased by only \$498,373.

Enterprise Funds operations for the eight-month period resulted in a net operating deficit of \$730,709. For the same period, Enterprise Fund cash balances decreased by only \$292,440.

Several notable transactions that impacted the statement of cash flows are:

- Excess cash balances above the established compensating balance minimum are swept into overnight investment funds. On February 28th, the bank posted debits to the two operating accounts for the surplus, but the offsetting

debits were not posted until March 1st. This resulted in deposit in transit posting when increased assets balances.

- The FMA monthly appropriation transfer for March of \$659,348.08 and a quarterly advance for ALM expenses of \$1,581,358 were posted in FMA bank accounts on February 28th and recorded as prepaid revenue. These funds will be posted as earned revenue in March.
- Transfers for ALM expenses are recorded as unearned or deferred revenue until the funds are expended resulting in a deferred revenue liability of \$730,603 as of February 28th.
- Funds expended for the ALM plaza and artwork are reported as construction in progress until project completion when the completed asset value will be transferred to the state's financial accounts. This results in revenue recognition in the current period with no offsetting expense until the asset value is transferred, which can occur in subsequent periods.

Fort Monroe Authority
Statement of Net Position - Consolidated (All Funds)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	6,314,936	6,085,096	229,840	3.8%
Restricted Cash Account	3,769,495	1,103,746	2,665,749	241.5%
Other Cash Equivalents	9,168	8,657	511	5.9%
Total Checking/Savings	<u>10,093,599</u>	<u>7,197,498</u>	<u>2,896,100</u>	<u>40.2%</u>
Accounts Receivable				
Accounts Receivable	784,008	592,591	191,417	32.3%
Other Receivables	2,562,730	468,749	2,093,981	446.7%
Total Accounts Receivable	<u>3,346,738</u>	<u>1,061,340</u>	<u>2,285,398</u>	<u>215.3%</u>
Other Current Assets				
Prepaid Expenses	258,212	117,923	140,289	119.0%
Other Current Assets	15,291,835	13,305,744	1,986,091	14.9%
Total Other Current Assets	<u>15,550,047</u>	<u>13,423,667</u>	<u>2,126,381</u>	<u>15.8%</u>
Total Current Assets	<u>28,990,384</u>	<u>21,682,505</u>	<u>7,307,879</u>	<u>33.7%</u>
Fixed Assets				
Electronic Equipment	107,942	107,942	-	0.0%
Office Furniture and Equipment	-	16,075	(16,075)	-100.0%
Motor Vehicles	96,882	123,491	(26,609)	-21.5%
Museum Artifacts	59,705	59,705	-	0.0%
Non-Capitalized Building Renovations	486,797	467,851	18,946	4.1%
Construction in Progress	2,251,771	619,187	1,632,584	263.7%
Accumulated Depreciation	(316,632)	(281,331)	(35,301)	-12.5%
Total Fixed Assets	<u>2,686,465</u>	<u>1,112,920</u>	<u>1,573,546</u>	<u>141.4%</u>
Other Assets				
Due From Intercompany	-	-	-	0.0%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	-	33	(33)	-100.0%
Total Other Assets	<u>-</u>	<u>33</u>	<u>(33)</u>	<u>-100.0%</u>
TOTAL ASSETS	<u><u>31,676,849</u></u>	<u><u>22,795,457</u></u>	<u><u>8,881,392</u></u>	<u><u>39.0%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	838,440	292,873	545,568	186.3%
Accrued Liabilities	3,178,232	754,436	2,423,795	321.3%
Accrued Leave Payable	159,065	135,026	24,039	17.8%
Other Current Liabilities	4,057,224	1,165,666	2,891,558	248.1%
Total Current Liabilities	<u>8,232,962</u>	<u>2,348,002</u>	<u>5,884,960</u>	<u>250.6%</u>
Other Liabilities				
Due To Intercompany	-	-	-	0.0%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	14,388,475	12,485,423	1,903,052	15.2%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	-	-	-	0.0%
Total Other Liabilities	<u>14,388,475</u>	<u>12,485,423</u>	<u>1,903,052</u>	<u>15.2%</u>
Total Liabilities	<u>22,621,436</u>	<u>14,833,425</u>	<u>7,788,012</u>	<u>52.5%</u>
Equity				
Retained Earnings	8,324,133	6,931,829	1,392,304	20.1%
Net Income	731,280	1,030,203	(298,924)	-29.0%
Total Equity	<u>9,055,413</u>	<u>7,962,033</u>	<u>1,093,380</u>	<u>13.7%</u>
TOTAL LIABILITIES & EQUITY	<u><u>31,676,849</u></u>	<u><u>22,795,457</u></u>	<u><u>8,881,392</u></u>	<u><u>39.0%</u></u>

NOTE: For presentation purposes, intercompany due to/from accounts have been eliminated

Fort Monroe Authority
Statement of Net Position - Government Fund (All Sub-Funds)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	3,849,969	4,238,017	(388,048)	-9.2%
Restricted Cash Account	3,490,474	821,995	2,668,480	324.6%
Other Cash Equivalents	<u>9,168</u>	<u>8,657</u>	<u>511</u>	<u>5.9%</u>
Total Checking/Savings	7,349,611	5,068,669	2,280,942	45.0%
Accounts Receivable				
Accounts Receivable	142	142	-	0.0%
Other Receivables	<u>2,561,408</u>	<u>468,478</u>	<u>2,092,930</u>	<u>446.8%</u>
Total Accounts Receivable	2,561,550	468,620	2,092,930	446.6%
Other Current Assets				
Prepaid Expenses	154,522	14,549	139,973	962.1%
Other Current Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Other Current Assets	<u>154,522</u>	<u>14,549</u>	<u>139,973</u>	<u>962.1%</u>
Total Current Assets	<u>10,065,683</u>	<u>5,551,838</u>	<u>4,513,845</u>	<u>81.3%</u>
Fixed Assets				
Electronic Equipment	107,942	107,942	-	0.0%
Office Furniture and Equipment	-	-	-	0.0%
Motor Vehicles	87,825	87,825	-	0.0%
Museum Artifacts	59,705	59,705	-	0.0%
Non-Capitalized Building Renovations	-	-	-	0.0%
Construction in Progress	2,173,198	507,040	1,666,158	328.6%
Accumulated Depreciation	<u>(43,190)</u>	<u>(14,282)</u>	<u>(28,908)</u>	<u>-202.4%</u>
Total Fixed Assets	2,385,480	748,230	1,637,250	218.8%
Other Assets				
Due From Intercompany	464,855	23,530,879	(23,066,024)	-98.0%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	<u>-</u>	<u>33</u>	<u>(33)</u>	<u>-100.0%</u>
Total Other Assets	<u>464,855</u>	<u>23,530,912</u>	<u>(23,066,057)</u>	<u>-98.0%</u>
TOTAL ASSETS	<u><u>12,916,018</u></u>	<u><u>29,830,980</u></u>	<u><u>(16,914,962)</u></u>	<u><u>-56.7%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	676,078	99,629	576,448	578.6%
Accrued Liabilities	2,664,629	312,478	2,352,151	752.7%
Accrued Leave Payable	142,377	118,439	23,939	20.2%
Other Current Liabilities	<u>3,503,560</u>	<u>624,024</u>	<u>2,879,536</u>	<u>461.4%</u>
Total Current Liabilities	6,986,645	1,154,570	5,832,075	505.1%
Other Liabilities				
Due To Intercompany	-	-	-	0.0%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	-	-	-	0.0%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Other Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Liabilities	6,986,645	1,154,570	5,832,075	505.1%
Equity				
Retained Earnings	4,467,384	26,936,993	(22,469,609)	-83.4%
Net Income	<u>1,461,988</u>	<u>1,739,417</u>	<u>(277,428)</u>	<u>-16.0%</u>
Total Equity	<u>5,929,373</u>	<u>28,676,410</u>	<u>(22,747,037)</u>	<u>-79.3%</u>
TOTAL LIABILITIES & EQUITY	<u><u>12,916,018</u></u>	<u><u>29,830,980</u></u>	<u><u>(16,914,962)</u></u>	<u><u>-56.7%</u></u>

Fort Monroe Authority
Statement of Net Position - Enterprise Fund (All Sub-Funds)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	2,464,966	1,847,078	617,888	33.5%
Restricted Cash Account	279,021	281,751	(2,730)	-1.0%
Other Cash Equivalents	-	-	-	0.0%
Total Checking/Savings	<u>2,743,987</u>	<u>2,128,830</u>	<u>615,158</u>	<u>28.9%</u>
Accounts Receivable				
Accounts Receivable	783,866	592,449	191,417	32.3%
Other Receivables	1,323	271	1,052	388.2%
Total Accounts Receivable	<u>785,188</u>	<u>592,720</u>	<u>192,469</u>	<u>32.5%</u>
Other Current Assets				
Prepaid Expenses	103,690	103,374	317	0.3%
Other Current Assets	15,291,835	13,305,744	1,986,091	14.9%
Total Other Current Assets	<u>15,395,525</u>	<u>13,409,117</u>	<u>1,986,408</u>	<u>14.8%</u>
Total Current Assets	<u>18,924,701</u>	<u>16,130,667</u>	<u>2,794,034</u>	<u>17.3%</u>
Fixed Assets				
Electronic Equipment	-	-	-	0.0%
Office Furniture and Equipment	-	16,075	(16,075)	-100.0%
Motor Vehicles	9,057	35,666	(26,609)	-74.6%
Museum Artifacts	-	-	-	0.0%
Non-Capitalized Building Renovations	486,797	467,851	18,946	4.1%
Construction in Progress	78,573	112,147	(33,574)	-29.9%
Accumulated Depreciation	(273,442)	(267,049)	(6,393)	-2.4%
Total Fixed Assets	<u>300,986</u>	<u>364,690</u>	<u>(63,704)</u>	<u>-17.5%</u>
Other Assets				
Due From Intercompany	1,409,670	15,014,614	(13,604,944)	-90.6%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	-	-	-	0.0%
Total Other Assets	<u>1,409,670</u>	<u>15,014,614</u>	<u>(13,604,944)</u>	<u>-90.6%</u>
TOTAL ASSETS	<u><u>20,635,357</u></u>	<u><u>31,509,971</u></u>	<u><u>(10,874,614)</u></u>	<u><u>-34.5%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	162,363	193,244	(30,881)	-16.0%
Accrued Liabilities	513,602	441,958	71,644	16.2%
Accrued Leave Payable	16,688	16,588	100	0.6%
Other Current Liabilities	553,664	541,643	12,022	2.2%
Total Current Liabilities	<u>1,246,317</u>	<u>1,193,432</u>	<u>52,885</u>	<u>4.4%</u>
Other Liabilities				
Due To Intercompany	1,874,525	38,545,493	(36,670,968)	-95.1%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	14,388,475	12,485,423	1,903,052	15.2%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	-	-	-	0.0%
Total Other Liabilities	<u>16,263,000</u>	<u>51,030,916</u>	<u>(34,767,916)</u>	<u>-68.1%</u>
Total Liabilities	<u>17,509,317</u>	<u>52,224,348</u>	<u>(34,715,031)</u>	<u>-66.5%</u>
Equity				
Retained Earnings	3,856,749	(20,005,163)	23,861,912	119.3%
Net Income	(730,709)	(709,214)	(21,495)	-3.0%
Total Equity	<u>3,126,040</u>	<u>(20,714,377)</u>	<u>23,840,417</u>	<u>115.1%</u>
TOTAL LIABILITIES & EQUITY	<u><u>20,635,357</u></u>	<u><u>31,509,971</u></u>	<u><u>(10,874,614)</u></u>	<u><u>-34.5%</u></u>

Fort Monroe Authority
Statement of Net Position - Enterprise Fund (Residential Leasing Sub-Fund)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	2,106,747	1,420,552	686,195	48.3%
Restricted Cash Account	279,021	281,751	(2,730)	-1.0%
Other Cash Equivalents	-	-	-	0.0%
Total Checking/Savings	<u>2,385,769</u>	<u>1,702,304</u>	<u>683,465</u>	<u>40.1%</u>
Accounts Receivable				
Accounts Receivable	(2,742)	3,320	(6,061)	-182.6%
Other Receivables	750	-	750	100.0%
Total Accounts Receivable	<u>(1,992)</u>	<u>3,320</u>	<u>(5,311)</u>	<u>-160.0%</u>
Other Current Assets				
Prepaid Expenses	43,383	42,963	419	1.0%
Other Current Assets	-	-	-	0.0%
Total Other Current Assets	<u>43,383</u>	<u>42,963</u>	<u>419</u>	<u>1.0%</u>
Total Current Assets	<u>2,427,160</u>	<u>1,748,587</u>	<u>678,573</u>	<u>38.8%</u>
Fixed Assets				
Electronic Equipment	-	-	-	0.0%
Office Furniture and Equipment	-	16,075	(16,075)	-100.0%
Motor Vehicles	9,057	35,666	(26,609)	-74.6%
Museum Artifacts	-	-	-	0.0%
Non-Capitalized Building Renovations	-	-	-	0.0%
Construction in Progress	-	-	-	0.0%
Accumulated Depreciation	(8,678)	(49,551)	40,873	82.5%
Total Fixed Assets	<u>379</u>	<u>2,190</u>	<u>(1,811)</u>	<u>-82.7%</u>
Other Assets				
Due From Intercompany	1,002,052	8,287,898	(7,285,846)	-87.9%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	-	-	-	0.0%
Total Other Assets	<u>1,002,052</u>	<u>8,287,898</u>	<u>(7,285,846)</u>	<u>-87.9%</u>
TOTAL ASSETS	<u><u>3,429,591</u></u>	<u><u>10,038,674</u></u>	<u><u>(6,609,083)</u></u>	<u><u>-65.8%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	32,236	98,500	(66,264)	-67.3%
Accrued Liabilities	191,576	62,764	128,811	205.2%
Accrued Leave Payable	4,512	5,634	(1,122)	-19.9%
Other Current Liabilities	444,412	410,324	34,088	8.3%
Total Current Liabilities	<u>672,735</u>	<u>577,222</u>	<u>95,513</u>	<u>16.5%</u>
Other Liabilities				
Due To Intercompany	8,005	1,010,739	(1,002,734)	-99.2%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	-	-	-	0.0%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	-	-	-	0.0%
Total Other Liabilities	<u>8,005</u>	<u>1,010,739</u>	<u>(1,002,734)</u>	<u>-99.2%</u>
Total Liabilities	<u>680,740</u>	<u>1,587,961</u>	<u>(907,220)</u>	<u>-57.1%</u>
Equity				
Retained Earnings	2,084,663	7,643,858	(5,559,195)	-72.7%
Net Income	664,188	806,856	(142,668)	-17.7%
Total Equity	<u>2,748,850</u>	<u>8,450,713</u>	<u>(5,701,863)</u>	<u>-67.5%</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,429,591</u></u>	<u><u>10,038,674</u></u>	<u><u>(6,609,083)</u></u>	<u><u>-65.8%</u></u>

Fort Monroe Authority
Statement of Net Position - Enterprise Fund (Commerical Leasing Sub-Fund)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	247,734	186,853	60,881	32.6%
Restricted Cash Account	-	-	-	0.0%
Other Cash Equivalents	-	-	-	0.0%
Total Checking/Savings	<u>247,734</u>	<u>186,853</u>	<u>60,881</u>	<u>32.6%</u>
Accounts Receivable				
Accounts Receivable	473,643	496,377	(22,734)	-4.6%
Other Receivables	573	271	302	111.4%
Total Accounts Receivable	<u>474,216</u>	<u>496,648</u>	<u>(22,432)</u>	<u>-4.5%</u>
Other Current Assets				
Prepaid Expenses	54,633	54,633	-	0.0%
Other Current Assets	15,291,835	13,155,178	2,136,657	16.2%
Total Other Current Assets	<u>15,346,468</u>	<u>13,209,811</u>	<u>2,136,657</u>	<u>16.2%</u>
Total Current Assets	<u>16,068,418</u>	<u>13,893,312</u>	<u>2,175,106</u>	<u>15.7%</u>
Fixed Assets				
Electronic Equipment	-	-	-	0.0%
Office Furniture and Equipment	-	-	-	0.0%
Motor Vehicles	-	-	-	0.0%
Museum Artifacts	-	-	-	0.0%
Non-Capitalized Building Renovations	486,797	467,851	18,946	4.1%
Construction in Progress	78,573	112,147	(33,574)	-29.9%
Accumulated Depreciation	(264,764)	(217,498)	(47,266)	-21.7%
Total Fixed Assets	<u>300,607</u>	<u>362,500</u>	<u>(61,893)</u>	<u>-17.1%</u>
Other Assets				
Due From Intercompany	-	-	-	0.0%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	-	-	-	0.0%
Total Other Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
TOTAL ASSETS	<u><u>16,369,024</u></u>	<u><u>14,255,812</u></u>	<u><u>2,113,213</u></u>	<u><u>14.8%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	31,288	65,794	(34,506)	-52.4%
Accrued Liabilities	221,524	158,803	62,720	39.5%
Accrued Leave Payable	12,176	10,954	1,222	11.2%
Other Current Liabilities	99,823	103,237	(3,415)	-3.3%
Total Current Liabilities	<u>364,810</u>	<u>338,788</u>	<u>26,022</u>	<u>7.7%</u>
Other Liabilities				
Due To Intercompany	863,053	23,971,981	(23,108,928)	-96.4%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	14,388,475	12,485,423	1,903,052	15.2%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	-	-	-	0.0%
Total Other Liabilities	<u>15,251,528</u>	<u>36,457,404</u>	<u>(21,205,876)</u>	<u>-58.2%</u>
Total Liabilities	<u>15,616,338</u>	<u>36,796,192</u>	<u>(21,179,853)</u>	<u>-57.6%</u>
Equity				
Retained Earnings	1,693,535	(21,428,962)	23,122,497	107.9%
Net Income	(940,849)	(1,111,418)	170,569	15.3%
Total Equity	<u>752,686</u>	<u>(22,540,380)</u>	<u>23,293,066</u>	<u>103.3%</u>
TOTAL LIABILITIES & EQUITY	<u><u>16,369,024</u></u>	<u><u>14,255,812</u></u>	<u><u>2,113,213</u></u>	<u><u>14.8%</u></u>

Fort Monroe Authority
Statement of Net Position - Enterprise Fund (Venue Rentals and Events Sub-Fund)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	18,486	49,574	(31,088)	-62.7%
Restricted Cash Account	-	-	-	0.0%
Other Cash Equivalents	-	-	-	0.0%
Total Checking/Savings	<u>18,486</u>	<u>49,574</u>	<u>(31,088)</u>	<u>-62.7%</u>
Accounts Receivable				
Accounts Receivable	-	-	-	0.0%
Other Receivables	-	-	-	0.0%
Total Accounts Receivable	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Other Current Assets				
Prepaid Expenses	4,487	4,589	(103)	-2.2%
Other Current Assets	-	-	-	0.0%
Total Other Current Assets	<u>4,487</u>	<u>4,589</u>	<u>(103)</u>	<u>-2.2%</u>
Total Current Assets	<u>22,973</u>	<u>54,164</u>	<u>(31,191)</u>	<u>-57.6%</u>
Fixed Assets				
Electronic Equipment	-	-	-	0.0%
Office Furniture and Equipment	-	-	-	0.0%
Motor Vehicles	-	-	-	0.0%
Museum Artifacts	-	-	-	0.0%
Non-Capitalized Building Renovations	-	-	-	0.0%
Construction in Progress	-	-	-	0.0%
Accumulated Depreciation	-	-	-	0.0%
Total Fixed Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Other Assets				
Due From Intercompany	-	-	-	0.0%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	-	-	-	0.0%
Total Other Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
TOTAL ASSETS	<u><u>22,973</u></u>	<u><u>54,164</u></u>	<u><u>(31,191)</u></u>	<u><u>-57.6%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	2,126	2,567	(441)	-17.2%
Accrued Liabilities	-	30	(30)	-100.0%
Accrued Leave Payable	-	-	-	0.0%
Other Current Liabilities	9,430	28,082	(18,652)	-66.4%
Total Current Liabilities	<u>11,556</u>	<u>30,679</u>	<u>(19,123)</u>	<u>-62.3%</u>
Other Liabilities				
Due To Intercompany	1,462	1,332	129	9.7%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	-	-	-	0.0%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	-	-	-	0.0%
Total Other Liabilities	<u>1,462</u>	<u>1,332</u>	<u>129</u>	<u>9.7%</u>
Total Liabilities	<u>13,018</u>	<u>32,012</u>	<u>(18,994)</u>	<u>-59.3%</u>
Equity				
Retained Earnings	25,522	48,055	(22,533)	-46.9%
Net Income	(15,567)	(25,903)	10,336	39.9%
Total Equity	<u>9,955</u>	<u>22,152</u>	<u>(12,197)</u>	<u>-55.1%</u>
TOTAL LIABILITIES & EQUITY	<u><u>22,973</u></u>	<u><u>54,164</u></u>	<u><u>(31,191)</u></u>	<u><u>-57.6%</u></u>

Fort Monroe Authority
Statement of Net Position - Enterprise Fund (Utility Sub-Fund)

Accrual Basis - Internal Unaudited

	<u>Feb 28, 2025</u>	<u>Feb 28, 2024</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
Operating Account & Petty Cash	91,999	190,099	(98,100)	-51.6%
Restricted Cash Account	-	-	-	0.0%
Other Cash Equivalents	-	-	-	0.0%
Total Checking/Savings	<u>91,999</u>	<u>190,099</u>	<u>(98,100)</u>	<u>-51.6%</u>
Accounts Receivable				
Accounts Receivable	312,964	92,752	220,212	237.4%
Other Receivables	-	-	-	0.0%
Total Accounts Receivable	<u>312,964</u>	<u>92,752</u>	<u>220,212</u>	<u>237.4%</u>
Other Current Assets				
Prepaid Expenses	1,188	1,188	-	0.0%
Other Current Assets	-	150,566	(150,566)	-100.0%
Total Other Current Assets	<u>1,188</u>	<u>151,754</u>	<u>(150,566)</u>	<u>-99.2%</u>
Total Current Assets	<u>406,151</u>	<u>434,605</u>	<u>(28,454)</u>	<u>-6.5%</u>
Fixed Assets				
Electronic Equipment	-	-	-	0.0%
Office Furniture and Equipment	-	-	-	0.0%
Motor Vehicles	-	-	-	0.0%
Museum Artifacts	-	-	-	0.0%
Non-Capitalized Building Renovations	-	-	-	0.0%
Construction in Progress	-	-	-	0.0%
Accumulated Depreciation	-	-	-	0.0%
Total Fixed Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Other Assets				
Due From Intercompany	407,619	6,726,717	(6,319,098)	-93.9%
Deferred Outflow of Resources	-	-	-	0.0%
Other Assets	-	-	-	0.0%
Total Other Assets	<u>407,619</u>	<u>6,726,717</u>	<u>(6,319,098)</u>	<u>-93.9%</u>
TOTAL ASSETS	<u><u>813,769</u></u>	<u><u>7,161,321</u></u>	<u><u>(6,347,552)</u></u>	<u><u>-88.6%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable	96,712	26,382	70,330	266.6%
Accrued Liabilities	100,503	220,360	(119,857)	-54.4%
Accrued Leave Payable	-	-	-	0.0%
Other Current Liabilities	-	-	-	0.0%
Total Current Liabilities	<u>197,215</u>	<u>246,743</u>	<u>(49,528)</u>	<u>-20.1%</u>
Other Liabilities				
Due To Intercompany	1,002,005	13,561,441	(12,559,436)	-92.6%
Loans Payable	-	-	-	0.0%
Deferred Inflow of Resources	-	-	-	0.0%
Net Pension Liability	-	-	-	0.0%
Net OPEB Liability	-	-	-	0.0%
Total Other Liabilities	<u>1,002,005</u>	<u>13,561,441</u>	<u>(12,559,436)</u>	<u>-92.6%</u>
Total Liabilities	<u>1,199,220</u>	<u>13,808,184</u>	<u>(12,608,964)</u>	<u>-91.3%</u>
Equity				
Retained Earnings	53,029	(6,268,115)	6,321,143	100.8%
Net Income	(438,480)	(378,748)	(59,732)	-15.8%
Total Equity	<u>(385,451)</u>	<u>(6,646,863)</u>	<u>6,261,411</u>	<u>94.2%</u>
TOTAL LIABILITIES & EQUITY	<u><u>813,769</u></u>	<u><u>7,161,321</u></u>	<u><u>(6,347,552)</u></u>	<u><u>-88.6%</u></u>

Fort Monroe Authority
Statement of Activities - Consolidated (All Funds)

Accrual Basis - Internal Unaudited

	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	5,234,704	4,800,586	434,118	5,248,359	(13,656)
Other Grant Reimbursements	7,395	7,377	18	296,684	(289,289)
VDOT Maintenance Funds from Hampton	248,631	241,989	6,641	273,600	(24,969)
MEI Income & Fees	1,800	4,014	(2,214)	4,667	(2,867)
Residential Rental Income & Fees	2,371,885	2,333,772	38,113	2,392,086	(20,201)
Commercial Rental Income & Fees	1,436,455	1,290,396	146,059	1,352,844	83,611
VEMP Income & Fees	45,413	55,570	(10,158)	100,000	(54,588)
Utility Fund Revenue & Fees	1,221,313	1,230,524	(9,211)	1,231,419	(10,106)
Miscellaneous Revenue	74,189	5,164	69,024	20,185	54,004
Total Revenue	10,641,784	9,969,393	672,391	10,919,843	(278,060)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	1,399,985	1,270,207	129,778	1,796,470	(396,485)
Fringe Benefits	641,548	484,688	156,859	710,558	(69,010)
Total Payroll & Fringe Benefit Expenses	2,041,533	1,754,895	286,637	2,507,028	(465,495)
Administrative Expenses	25,338	21,471	3,867	92,269	(66,931)
Advertising, Marketing & Public Relations	86,733	100,559	(13,826)	191,633	(104,900)
Architectural & Engineering	138,121	62,839	75,283	118,500	19,621
Contracted Services	1,000,588	741,267	259,321	1,051,282	(50,694)
Data & Telecommunications	134,262	115,900	18,362	111,225	23,038
Depreciation & Amortization	30,463	31,961	(1,497)	-	30,463
Event Expenses	23,524	39,775	(16,251)	22,333	1,191
Furniture, Fixtures & Equipment	67,606	107,042	(39,435)	149,686	(82,080)
Insurance	158,374	163,511	(5,137)	175,567	(17,193)
Legal & Accounting	60,072	34,801	25,271	85,733	(25,662)
Management Fees & Related Expenses	219,802	231,050	(11,248)	227,615	(7,813)
Memberships & Publications	8,223	9,007	(784)	19,466	(11,243)
Office and Other Supplies	21,388	18,593	2,795	23,589	(2,201)
Pension and Post-Employment Benefits	26,127	26,166	(39)	-	26,127
PILOT Fee & Other Taxes	786,561	756,740	29,821	638,004	148,557
Printing Services	10,211	10,462	(251)	11,400	(1,189)
Repair & Maintenance - Contracts	1,093,306	769,437	323,870	662,880	430,426
Repair & Maintenance - Supplies	54,878	132,795	(77,917)	61,031	(6,152)
Security Patrolling	127,362	100,478	26,883	145,778	(18,416)
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	(89,454)	(30)	(89,424)	64,533	(153,987)
Training, Conferences & Seminars	9,144	4,998	4,146	47,565	(38,421)
Transfer Expense	5,676	-	5,676	-	5,676
Utility & Public Works Expenses	3,595,686	3,537,640	58,046	4,235,261	(639,574)
Vehicles & Small Tools	24,129	11,158	12,971	3,867	20,262
VDOT Maintenance Expenses	250,851	156,676	94,175	273,600	(22,749)
Total Expense	9,910,504	8,939,190	971,314	10,919,844	(1,009,340)
Surplus/(Shortfall)	731,280	1,030,203	(298,924)	(1)	731,280

Fort Monroe Authority
Statement of Activities - Government Fund (All Sub-Funds)

Accrual Basis - Internal Unaudited	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	5,234,704	4,800,586	434,118	5,248,359	(13,656)
Other Grant Reimbursements	7,395	7,377	18	296,684	(289,289)
VDOT Maintenance Funds from Hampton	248,631	241,989	6,641	273,600	(24,969)
MEI Income & Fees	1,800	4,014	(2,214)	4,667	(2,867)
Residential Rental Income & Fees	-	-	-	-	-
Commercial Rental Income & Fees	-	-	-	-	-
VEMP Income & Fees	-	-	-	-	-
Utility Fund Revenue & Fees	-	-	-	-	-
Miscellaneous Revenue	74,918	7,355	67,563	-	74,918
Total Revenue	5,567,448	5,061,321	506,126	5,823,310	(255,862)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	1,211,833	1,070,900	140,933	1,567,908	(356,075)
Fringe Benefits	569,403	414,416	154,987	620,351	(50,948)
Total Payroll & Fringe Benefit Expenses	1,781,236	1,485,317	295,919	2,188,259	(407,023)
Administrative Expenses	18,711	15,954	2,757	88,200	(69,489)
Advertising, Marketing & Public Relations	85,397	100,031	(14,634)	186,233	(100,837)
Architectural & Engineering	138,121	62,839	75,283	118,500	19,621
Contracted Services	215,547	90,365	125,182	180,453	35,094
Data & Telecommunications	100,412	95,285	5,127	92,054	8,358
Depreciation & Amortization	-	-	-	-	-
Event Expenses	680	11,591	(10,911)	2,333	(1,654)
Furniture, Fixtures & Equipment	47,788	40,828	6,960	97,733	(49,945)
Insurance	11,385	17,293	(5,908)	18,033	(6,649)
Legal & Accounting	52,322	34,520	17,802	83,333	(31,012)
Management Fees & Related Expenses	-	-	-	-	-
Memberships & Publications	8,223	9,007	(784)	19,466	(11,243)
Office and Other Supplies	17,712	16,568	1,144	19,355	(1,643)
Pension and Post-Employment Benefits	26,127	26,166	(39)	-	26,127
PILOT Fee & Other Taxes	21,954	21,954	-	18,882	3,072
Printing Services	9,026	9,675	(649)	11,400	(2,374)
Repair & Maintenance - Contracts	221,383	64,594	156,789	84,200	137,183
Repair & Maintenance - Supplies	-	-	-	-	-
Security Patrolling	127,362	100,478	26,883	145,778	(18,416)
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	-	-	-	-	-
Training, Conferences & Seminars	8,603	3,930	4,673	45,671	(37,068)
Transfer Expenses	(9,002)	-	(9,002)	-	-
Utility & Public Works Expenses	951,636	953,113	(1,477)	1,216,445	(264,809)
Vehicles & Small Tools	19,986	5,722	14,264	-	19,986
VDOT Maintenance Expenses	250,851	156,676	94,175	273,600	(22,749)
Total Expense	4,105,459	3,321,905	783,554	4,889,931	(784,472)
Surplus/(Shortfall)	1,461,988	1,739,417	(277,428)	933,379	528,610

Fort Monroe Authority
Statement of Activities - Government Fund (MEI Sub-Fund)

Accrual Basis - Internal Unaudited	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	-	-	-	-	-
Other Grant Reimbursements	-	-	-	-	-
VDOT Maintenance Funds from Hampton	-	-	-	-	-
MEI Income & Fees	1,800	4,018	(2,218)	4,667	(2,867)
Residential Rental Income & Fees	-	-	-	-	-
Commercial Rental Income & Fees	-	-	-	-	-
VEMP Income & Fees	-	-	-	-	-
Utility Fund Revenue & Fees	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Total Revenue	1,800	4,018	(2,218)	4,667	(2,867)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	303,473	239,458	64,015	372,875	(69,402)
Fringe Benefits	142,206	82,901	59,305	145,394	(3,188)
Total Payroll & Fringe Benefit Expenses	445,679	322,358	123,320	518,269	(72,591)
Administrative Expenses	2,902	3,632	(729)	7,867	(4,964)
Advertising, Marketing & Public Relations	6,358	23,148	(16,790)	18,400	(12,042)
Architectural & Engineering	-	-	-	-	-
Contracted Services	90,248	66,917	23,331	122,133	(31,886)
Data & Telecommunications	11,339	6,603	4,737	7,995	3,345
Depreciation & Amortization	-	-	-	-	-
Event Expenses	51	1,930	(1,879)	2,333	(2,283)
Furniture, Fixtures & Equipment	18,178	6,604	11,574	69,533	(51,355)
Insurance	2,971	3,565	(594)	4,733	(1,763)
Legal & Accounting	-	-	-	-	-
Management Fees & Related Expenses	-	425	(425)	-	-
Memberships & Publications	2,623	1,955	668	4,000	(1,377)
Office and Other Supplies	5,301	2,513	2,788	6,667	(1,366)
Pension and Post-Employment Benefits	-	-	-	-	-
PILOT Fee & Other Taxes	3,679	-	3,679	3,165	515
Printing Services	4,784	4,042	742	5,667	(882)
Repair & Maintenance - Contracts	42,962	30,524	12,437	55,600	(12,638)
Repair & Maintenance - Supplies	67,400	18,746	48,655	-	67,400
Security Patrolling	8,027	3,239	4,787	-	8,027
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	-	-	-	-	-
Training, Conferences & Seminars	621	932	(311)	5,667	(5,046)
Transfer Expenses	-	-	-	-	-
Utility & Public Works Expenses	37,199	55,102	(17,903)	56,805	(19,606)
Vehicles & Small Tools	739	1,443	(704)	-	739
VDOT Maintenance Expenses	-	-	-	-	-
Total Expense	751,061	553,677	197,384	888,834	(137,773)
Surplus/(Shortfall)	(749,261)	(549,659)	(199,602)	(884,167)	134,906

Fort Monroe Authority
Statement of Activities - Enterprise Fund (All Sub-Funds)

Accrual Basis - Internal Unaudited	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	-	-	-	-	-
Other Grant Reimbursements	-	-	-	-	-
VDOT Maintenance Funds from Hampton	-	-	-	-	-
MEI Income & Fees	-	-	-	-	-
Residential Rental Income & Fees	2,371,885	2,333,772	38,113	2,392,086	(20,201)
Commercial Rental Income & Fees	1,436,455	1,290,396	146,059	1,352,844	83,611
VEMP Income & Fees	45,413	55,570	(10,158)	100,000	(54,588)
Utility Fund Revenue & Fees	1,221,313	1,230,524	(9,211)	1,231,419	(10,106)
Miscellaneous Revenue	(730)	(2,191)	1,461	20,185	(20,914)
Total Revenue	5,074,336	4,908,072	166,265	5,096,533	(22,197)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	188,152	199,307	(11,155)	228,562	(40,410)
Fringe Benefits	72,145	70,272	1,873	90,207	(18,062)
Total Payroll & Fringe Benefit Expenses	260,297	269,579	(9,282)	318,769	(58,472)
Administrative Expenses	6,627	5,517	1,110	4,069	2,558
Advertising, Marketing & Public Relations	1,336	528	808	5,400	(4,064)
Architectural & Engineering	-	-	-	-	-
Contracted Services	785,041	650,902	134,139	870,829	(85,788)
Data & Telecommunications	33,850	20,615	13,235	19,171	14,680
Depreciation & Amortization	30,463	31,961	(1,497)	-	30,463
Event Expenses	22,844	28,184	(5,340)	20,000	2,844
Furniture, Fixtures & Equipment	19,819	66,214	(46,396)	51,953	(32,134)
Insurance	146,989	146,218	771	157,533	(10,544)
Legal & Accounting	7,750	281	7,469	2,400	5,350
Management Fees & Related Expenses	219,802	231,050	(11,248)	227,615	(7,813)
Memberships & Publications	-	-	-	-	-
Office and Other Supplies	3,676	2,026	1,650	4,233	(557)
Pension and Post-Employment Benefits	-	-	-	-	-
PILOT Fee & Other Taxes	764,607	734,786	29,821	619,122	145,485
Printing Services	1,185	787	398	-	1,185
Repair & Maintenance - Contracts	871,923	704,843	167,081	578,680	293,243
Repair & Maintenance - Supplies	54,878	132,795	(77,917)	61,031	(6,152)
Security Patrolling	-	-	-	-	-
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	(89,454)	(30)	(89,424)	64,533	(153,987)
Training, Conferences & Seminars	540	1,068	(527)	1,893	(1,353)
Transfer Expense	14,678	-	14,678	-	14,678
Utility & Public Works Expenses	2,644,050	2,584,527	59,523	3,018,815	(374,766)
Vehicles & Small Tools	4,143	5,436	(1,293)	3,867	276
VDOT Maintenance Expenses	-	-	-	-	-
Total Expense	5,805,045	5,617,285	187,760	6,029,913	(224,868)
Surplus/(Shortfall)	(730,709)	(709,214)	(21,495)	(933,380)	202,671

Fort Monroe Authority
Statement of Activities - Enterprise Fund (Residential Real Estate Sub-Fund)

Accrual Basis - Internal Unaudited	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	-	-	-	-	-
OEA Grant Reimbursements	-	-	-	-	-
Other Grant Reimbursements	-	-	-	-	-
VDOT Maintenance Funds from Hampton	-	-	-	-	-
MEI Income & Fees	-	-	-	-	-
Residential Rental Income & Fees	2,371,885	2,333,772	38,113	2,392,086	(20,201)
Commercial Rental Income & Fees	-	-	-	-	-
VEMP Income & Fees	-	-	-	-	-
Utility Fund Revenue & Fees	-	-	-	-	-
Miscellaneous Revenue	(5,716)	(5,405)	(311)	20,185	(25,901)
Total Revenue	2,366,169	2,328,367	37,802	2,412,271	(46,101)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	184,354	193,379	(9,024)	217,636	(33,282)
Fringe Benefits	71,799	69,762	2,037	89,216	(17,417)
Total Payroll & Fringe Benefit Expenses	256,153	263,140	(6,987)	306,852	(50,699)
Administrative Expenses	3,681	2,099	1,581	1,200	2,481
Advertising, Marketing & Public Relations	830	-	830	67	763
Architectural & Engineering	-	-	-	-	-
Contracted Services	249,899	147,902	101,997	251,727	(1,827)
Data & Telecommunications	26,538	14,313	12,225	4,424	22,114
Depreciation & Amortization	-	-	-	-	-
Event Expenses	-	-	-	-	-
Furniture, Fixtures & Equipment	19,631	43,512	(23,881)	42,353	(22,721)
Insurance	33,650	33,650	0	44,867	(11,217)
Legal & Accounting	7,750	281	7,469	2,400	5,350
Management Fees & Related Expenses	-	-	-	-	-
Memberships & Publications	-	-	-	-	-
Office and Other Supplies	606	365	241	2,933	(2,327)
Pension and Post-Employment Benefits	-	-	-	-	-
PILOT Fee & Other Taxes	250,170	240,097	10,073	214,911	35,259
Printing Services	1,185	649	536	-	1,185
Repair & Maintenance - Contracts	328,120	301,525	26,595	286,333	41,787
Repair & Maintenance - Supplies	33,088	55,821	(22,733)	55,897	(22,809)
Security Patrolling	-	-	-	-	-
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	-	-	-	33,333	(33,333)
Training, Conferences & Seminars	406	933	(527)	1,333	(927)
Transfer Expenses	6,405	-	6,405	-	-
Utility & Public Works Expenses	481,091	414,248	66,843	444,468	36,623
Vehicles & Small Tools	2,778	2,975	(197)	2,467	311
VDOT Maintenance Expenses	-	-	-	-	-
Total Expense	1,701,982	1,521,511	180,470	1,695,565	6,417
Surplus/(Shortfall)	664,188	806,856	(142,668)	716,706	(52,518)

Fort Monroe Authority
Statement of Activities - Enterprise Fund (Commercial Real Estate Sub-Fund)

Accrual Basis - Internal Unaudited	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	-	-	-	-	-
Other Grant Reimbursements	-	-	-	-	-
VDOT Maintenance Funds from Hampton	-	-	-	-	-
MEI Income & Fees	-	-	-	-	-
Residential Rental Income & Fees	-	-	-	-	-
Commercial Rental Income & Fees	1,436,455	1,290,396	146,059	1,352,844	83,611
VEMP Income & Fees	-	-	-	-	-
Utility Fund Revenue & Fees	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Total Revenue	1,436,455	1,290,396	146,059	1,352,844	83,611
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	-	-	-	-	-
Fringe Benefits	-	-	-	-	-
Total Payroll & Fringe Benefit Expenses	-	-	-	-	-
Administrative Expenses	1,048	1,122	(74)	136	912
Advertising, Marketing & Public Relations	-	-	-	-	-
Architectural & Engineering	-	-	-	-	-
Contracted Services	528,049	492,165	35,884	607,102	(79,053)
Data & Telecommunications	5,386	5,042	344	13,480	(8,094)
Depreciation & Amortization	30,463	31,961	(1,497)	-	30,463
Event Expenses	-	-	-	-	-
Furniture, Fixtures & Equipment	187	11,768	(11,581)	1,200	(1,013)
Insurance	110,588	109,266	1,321	109,280	1,308
Legal & Accounting	-	-	-	-	-
Management Fees & Related Expenses	219,802	231,050	(11,248)	227,615	(7,813)
Memberships & Publications	-	-	-	-	-
Office and Other Supplies	3,070	1,085	1,985	800	2,270
Pension and Post-Employment Benefits	-	-	-	-	-
PILOT Fee & Other Taxes	499,442	480,179	19,263	392,400	107,042
Printing Services	-	-	-	-	-
Repair & Maintenance - Contracts	543,803	403,691	140,112	290,680	253,123
Repair & Maintenance - Supplies	21,429	76,593	(55,164)	4,800	16,629
Security Patrolling	-	-	-	-	-
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	(89,454)	(30)	(89,424)	31,200	(120,654)
Training, Conferences & Seminars	-	-	-	560	(560)
Transfer Expenses	(62,071)	-	(62,071)	-	-
Utility & Public Works Expenses	564,296	555,461	8,834	564,487	(191)
Vehicles & Small Tools	1,267	2,460	(1,194)	1,400	(133)
VDOT Maintenance Expenses	-	-	-	-	-
Total Expense	2,377,305	2,401,814	(24,510)	2,245,139	132,165
Surplus/(Shortfall)	(940,849)	(1,111,418)	170,569	(892,295)	(48,554)

Fort Monroe Authority
Statement of Activities - Enterprise Fund (Venue Rentals and Events Sub-Fund)

Accrual Basis - Internal Unaudited

	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	-	-	-	-	-
Other Grant Reimbursements	-	-	-	-	-
VDOT Maintenance Funds from Hampton	-	-	-	-	-
MEI Income & Fees	-	-	-	-	-
Residential Rental Income & Fees	-	-	-	-	-
Commercial Rental Income & Fees	-	-	-	-	-
VEMP Income & Fees	45,413	55,570	(10,158)	100,000	(54,588)
Utility Fund Revenue & Fees	-	-	-	-	-
Miscellaneous Revenue	4,986	3,214	1,772	-	4,986
Total Revenue	50,399	58,784	(8,385)	100,000	(49,601)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	3,798	5,928	(2,130)	10,926	(7,128)
Fringe Benefits	346	510	(165)	991	(645)
Total Payroll & Fringe Benefit Expenses	4,144	6,438	(2,295)	11,917	(7,773)
Administrative Expenses	1,898	2,296	(397)	2,733	(835)
Advertising, Marketing & Public Relations	506	528	(22)	5,333	(4,827)
Architectural & Engineering	-	-	-	-	-
Contracted Services	7,093	10,835	(3,742)	12,000	(4,907)
Data & Telecommunications	1,926	1,260	666	1,267	660
Depreciation & Amortization	-	-	-	-	-
Event Expenses	22,844	28,184	(5,340)	20,000	2,844
Furniture, Fixtures & Equipment	-	10,934	(10,934)	8,400	(8,400)
Insurance	1,762	2,114	(352)	1,800	(38)
Legal & Accounting	-	-	-	-	-
Management Fees & Related Expenses	-	-	-	-	-
Memberships & Publications	-	-	-	-	-
Office and Other Supplies	-	576	(576)	333	(333)
Pension and Post-Employment Benefits	-	-	-	-	-
PILOT Fee & Other Taxes	14,994	14,509	485	11,811	3,183
Printing Services	-	138	(138)	-	-
Repair & Maintenance - Contracts	-	(374)	374	1,667	(1,667)
Repair & Maintenance - Supplies	361	381	(19)	333	28
Security Patrolling	-	-	-	-	-
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	-	-	-	-	-
Training, Conferences & Seminars	135	135	-	-	135
Transfer Expenses	2,408	-	2,408	-	-
Utility & Public Works Expenses	7,796	6,733	1,063	7,333	463
Vehicles & Small Tools	98	-	98	-	98
VDOT Maintenance Expenses	-	-	-	-	-
Total Expense	65,966	84,687	(18,722)	84,928	(18,962)
Surplus/(Shortfall)	(15,567)	(25,903)	10,336	15,072	(30,639)

Fort Monroe Authority
Statement of Activities - Enterprise Fund (Utility Operation Sub-Fund)

Accrual Basis - Internal Unaudited	Feb 1, 2025 - Feb 28, 2025	Feb 1, 2024 - Feb 28, 2024	\$ Change	Prorated Budget	\$ Change
Revenue					
General Fund Appropriations	-	-	-	-	-
Other Grant Reimbursements	-	-	-	-	-
VDOT Maintenance Funds from Hampton	-	-	-	-	-
MEI Income & Fees	-	-	-	-	-
Residential Rental Income & Fees	-	-	-	-	-
Commercial Rental Income & Fees	-	-	-	-	-
VEMP Income & Fees	-	-	-	-	-
Utility Fund Revenue & Fees	1,221,313	1,230,524	(9,211)	1,231,419	(10,106)
Miscellaneous Revenue	-	-	-	-	-
Total Revenue	1,221,313	1,230,524	(9,211)	1,231,419	(10,106)
Expenses					
Payroll & Fringe Benefit Expenses					
Salaries and Wages	-	-	-	-	-
Fringe Benefits	-	-	-	-	-
Total Payroll & Fringe Benefit Expenses	-	-	-	-	-
Administrative Expenses					
Advertising, Marketing & Public Relations	-	-	-	-	-
Architectural & Engineering	-	-	-	-	-
Contracted Services	-	-	-	-	-
Data & Telecommunications	-	-	-	-	-
Depreciation & Amortization	-	-	-	-	-
Event Expenses	-	-	-	-	-
Furniture, Fixtures & Equipment	-	-	-	-	-
Insurance	990	1,188	(198)	1,587	(597)
Legal & Accounting	-	-	-	-	-
Management Fees & Related Expenses	-	-	-	-	-
Memberships & Publications	-	-	-	-	-
Office and Other Supplies	-	-	-	167	(167)
Pension and Post-Employment Benefits	-	-	-	-	-
PILOT Fee & Other Taxes	-	-	-	-	-
Printing Services	-	-	-	-	-
Repair & Maintenance - Contracts	-	-	-	-	-
Repair & Maintenance - Supplies	-	-	-	-	-
Security Patrolling	-	-	-	-	-
Storm-Related Damages	-	-	-	-	-
Tenant Improvements & Leasing Commissions	-	-	-	-	-
Training, Conferences & Seminars	-	-	-	-	-
Transfer Expenses	67,936	-	67,936	-	-
Utility & Public Works Expenses	1,590,867	1,608,085	(17,218)	2,002,527	(411,660)
Vehicles & Small Tools	-	-	-	-	-
VDOT Maintenance Expenses	-	-	-	-	-
Total Expense	1,659,793	1,609,272	50,521	2,004,281	(344,488)
Surplus/(Shortfall)	(438,480)	(378,748)	(59,732)	(772,862)	334,382

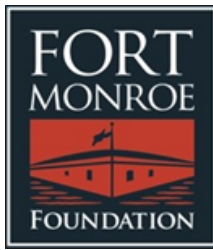
Fort Monroe Authority
Statement of Cash Flows
July 1, 2024 - February 28, 2025

Accrual Basis - Internal Unaudited

	<u>Government Fund Consolidated</u>	<u>Enterprise Fund Consolidated</u>	<u>FMA Consolidated</u>	Notes
OPERATING ACTIVITIES				
Net Income	1,461,988	(730,709)	731,280	
Adjustments to reconcile Net Income to net cash provided by operations:				
Change in Asset Balances				
Accounts Receivables - Trade	-	69,588	69,588	
Accounts Receivables - NPS	48,703	-	48,703	
Accounts Receivables - Deposits in Transit	2,245,644	(5,920)	2,239,723	(1)
Accounts Receivables - Other	(70,856)	60,819	(10,038)	
Prepaid Expenses	119,447	(76,411)	43,036	
Due From Intercompany	464,855	1,409,670	1,874,525	(2)
Net Change in Asset Balances	2,807,793	1,457,746	4,265,539	
Change in Liability Balances				
Accounts Payable - Vendors	400,458	(247,638)	152,820	
Deferred Inflows of Resources (Pension and OPEB)	(357,330)	(57,314)	(414,644)	(3)
Employer Payroll Tax and Benefits Liabilities	25,396	75,002	100,398	
Due To Intercompany	-	1,874,525	1,874,525	(2)
Accrued Liabilities	(11,386)	124,406	113,020	
Net Pension Liabilities	(1,497,771)	(240,236)	(1,738,007)	(3)
Security Deposit Liabilities	-	(5,274)	(5,274)	
Prepaid Revenue	2,240,706	133,756	2,374,463	(4)
Net OPEB Liabilities	(298,563)	(47,888)	(346,451)	(3)
Deferred Revenue	730,603	(5,945)	724,658	(5)
Employee Flexible Spending Liabilities	91	-	91	
Net Change in Liability Balances	1,232,205	1,603,395	2,835,600	
Net cash provided by Operating Activities	(113,599)	(585,060)	(698,660)	
INVESTING ACTIVITIES				
Construction in Progress - African Landing Memorial	(1,541,691)	-	(1,541,691)	(6)
Tenant Improvements / Capitalized Leasing Commissions	-	(83,281)	(83,281)	
Accumulated Depreciation/Amortization	-	30,463	30,463	
Deferred Outflows of Resources (Pension and OPEB)	619,121	99,602	718,723	(3)
Net cash provided by Investing Activities	(922,570)	46,784	(875,786)	
FINANCING ACTIVITIES				
Retained Earnings	1,534,543	245,836	1,780,379	(3)
Net cash provided by Financing Activities	1,534,543	245,836	1,780,379	
Net cash increase/(decrease) for the period	498,373	(292,440)	205,933	
CASH AT BEGINNING OF PERIOD	6,851,238	3,036,428	9,887,665	
CASH AT END OF PERIOD	7,349,611	2,743,987	10,093,599	

Notes:

- (1) Overnight sweep investment deposits totaling \$2,245,643.78 were in transit as of 2/28/25 month-end close.
- (2) Intercompany transfers are tracked as receivables/payables during the fiscal year and converted to transfers at fiscal year-end. The net impact to cashflow is \$0.
- (3) GASB 68 and GASB 75 net pension and net OPEB liabilities, deferred inflows of resources, and deferred outflows of resources are eliminated for internal reporting after the audit is accepted. The net impact to cashflow is \$0.
- (4) March appropriations (\$659,348.08) and quarterly SLFRF advance (\$1,581,358.00) were received on 2/28/25 and recorded as prepaids.
- (5) The transfer of ARPA funds for the African Landing Memorial (ALM) are treated as deferred revenue until the funds are expended.
- (6) Funds expended for the ALM plaza and artwork are reported as construction in progress until project completion when the completed asset value will be transferred to the state's financial accounts.



**Fort Monroe Foundation Report
to the Fort Monroe Authority Board of Trustees
April 16, 2025 Board Meeting**

Due to the snowstorm in February, the Fort Monroe Foundation's (FMF) first meeting of 2025 was held in March. Scott Martin was welcomed to his first Foundation meeting as an ex officio member of the Board of Directors. We are excited to have his expertise and vision as we start this new year.

The Foundation is currently reviewing and revising, where necessary, its governing and financial documents. Our treasurer, Caryl Johnson, has been working with other members of the Board to ensure these documents provide concise guidance for the operations of the FMF. A major update to the Bylaws will include the provision that the Foundation's board shall include at least two voting members from the Board of Trustees appointed by the FMA, and that the FMA's chief executive officer and chief financial officer shall be non-voting, ex-officio members of Foundations board.

With a little over two months left in the fiscal year, the FMF is focused on raising funds for the Annual Fund, which supports our operating budget, including support for specific programs or activities. On Tuesday, May 6, we will participate in the Peninsula Community Foundation's annual Give Local 757 24-hour day of giving. This event will be featured on Fort Monroe's social media pages. We will also reach out via eblast to our followers to remind them to give. Donations to Fort Monroe may be made by going to givelocal757.org and entering Fort Monroe in the "Search" option. In June, the Foundation will send out the End of Fiscal Year appeal. Once again, we will be contacting our donors and followers through social media and email as well as personalized letters.

Our vision is to be the driving force behind charitable giving, capital campaigns, and educational initiatives that honor the historical significance of Fort Monroe and Point Comfort. We thank the Fort Monroe Authority Board of Trustees for its support as we continue the Fort Monroe's mission to promote and sustain Fort Monroe through fundraising and stewardship of financial resources.

Sincerely,
Vincent A. Tucker
President



United States Department of the Interior

NATIONAL PARK SERVICE
Fort Monroe National Monument
41 Bernard Road
Building #17
Fort Monroe, VA 23651-1001



IN REPLY REFER TO:

10. Management and Accountability (FOMR)

April 16th, 2025

To: Fort Monroe Authority Board of Trustees
From: Superintendent Jaci Wells
Subject: NPS – April 2025 Meeting Report

CMA Updates:

- No Updates

Staffing:

- Seasonal hires underway, three confirmed one pending.

Building Leases

- RFP for the RV Park and Campground was issued April 2nd, 2025. It is posted on the NPS Fort Monroe website and Sam.gov

Visitor Statistics and Collaboration:

- No updates

Interpretation and Upcoming Events:

- Walking tour – The Gibraltar of the Chesapeake and the Building of a Nation (Starting outside the VEC)
- Walking Tour- Fort Monroe Black Heritage Tour (Starting outside the VEC)
 - Spring Schedule: Friday and Saturday at 1 pm
- April 26th: Kite Day

Upcoming Projects:

- Working with the Fort Monroe Authority, City of Hampton, and State of Virginia on planning for the 4th of July event
- Collaborating with FMA on training for new seasonal NPS and FMA employees. Training day scheduled for 6/6/2025.

Facility and Resource Management:

- DeRussy Field Concession Box exterior work complete



United States Department of the Interior

NATIONAL PARK SERVICE
Fort Monroe National Monument
41 Bernard Rd. (Lee's Quarters – Bldg 17)
Fort Monroe, VA 23651



- Roof repair for building 185 is complete
- Shelters 1 and 5 completed roof repairs
- Fireplace at shelter 5 has been removed

Upcoming Facilities Projects:

- Have a project planned and funded for FY 25 for qtrs. 1 porches stabilization and repair. Work will be completed by HACE
- Contract work on building 50 in summer/fall 25 for porch repairs
- Back deck replacement for building 32 in FY25
- Planning projects for Quarters 1 for exterior work including: roof replacement, shutters repair, doors repair, windows repair, exterior painting removal, re-pointing and re-painting. Submitted the project through NPS' project management information system (PMIS) and received approval for funding for exterior stabilization projected for FY29

MOVING PROPERTIES TO THE MARKETPLACE

Property Actions to Support Future Development

- Parcel Line Vacation – The City property tax records show Commonwealth-owned property at Fort Monroe divided into 15 tax parcels. The FMA has been working on a deed of consolidation to eliminate the extraneous parcel lines created by the multiple Army deed transfers and multiple environmental carve-out parcels. This effort was intended to allow the recordation of the Declaration of Covenants, Conditions, and Restrictions and Grant of Easements against only one master parcel and to make future ground lease surveys easier to carve out of the master parcel.

The FMA's property surveyor completed the draft of the Plat of Vacation of Lot Line and Consolidation of Multiple Parcels of Property in August 2023. After discussions with City of Hampton Community Development staff, in October 2023, the FMA submitted the draft survey for consideration through the City's Property Line Vacation process. The FMA and Hampton communicated for several months until, in February 2024, the Community Development staff encouraged FMA staff to record the survey. The FMA withheld recording the survey while the OAG worked to prepare the associated Deed of Consolidation as part of the property line vacation process. In anticipation of the closing of the Echelon ground lease, the FMA recorded the property line vacation survey on March 18, 2025. The Deed of Consolidation was signed by the Chair of the FMA Board on March 21, 2025 and recorded on March 24, 2025.

- Title Examination – The FMA has been working with the OAG on a title commitment for all Commonwealth-owned land at Fort Monroe. During the title research, the title examiner discovered that the Chamberlin parcel was titled differently than the other Commonwealth-owned parcels at Fort Monroe. The OAG prepared a Deed of Confirmation to correct the parcel owner's name, and the Deed of Confirmation was recorded on March 17, 2025 after being signed by the Governor and the Chair of the FMA Board of Trustees.
- Declaration of Covenants, Conditions, and Restrictions and Grant of Easements – The Declaration of CC&Rs was completed in 2022 as part of the marina development negotiations to provide a way for the FMA to record land use covenants and restrictions for future property use. The recordation of the Declaration was delayed while the FMA worked through the property line vacation and deed of consolidation process. With those documents complete and recorded, the Declaration was signed by the Chief Executive Officer and recorded on March 24, 2025.

Ingalls Road Sites 1 and 2

The developer continues their work to satisfy the last three contingency items prior to commencement of the ground lease – closing of construction financing, closing with the

tax credit partner, and evidence of equity contributions. The ground lease also requires that the Construction Completion Guarantors sign the Guaranty documents and submit them to the FMA prior to the commencement of construction activities.

Before the developer can close their construction loan and tax credit financing, the FMA had to complete several steps to support the developer's construction financing and tax credit investment. The FMA is working to respond to comments on the ground lease from the developer's historic tax credit (HTC) investor and construction lender. The FMA re-engaged Williams Mercer (WM) to assist with preparing the draft First Amendment to the ground lease. The FMA has responded to comments with a revised draft of the First Amendment that addresses the HTC investor comments. The FMA/OAG/WM are working to clarify and address lender comments. The First Amendment is expected to be signed at closing.

With the title examination complete, Echelon's title company has required that the FMA record the parcel surveys prior to issuing the title policy to Echelon required by the construction lender and HTC investor. The FMA's surveyor is working to update the surveys to address the exceptions from the title examination. The updated surveys are expected to be completed and recorded prior to the Board meeting.

The FMA is working with the OAG to develop the Memorandum of Lease that summarizes the general terms of the ground lease for recordation in the state land records. This will be recorded in lieu of the entire ground lease document. The document is expected to be signed at closing.

The FMA and OAG have developed the Certificate of Lease Commencement that will be signed at closing after Echelon has completed the closing of their construction loan and the closing of the HTC investor financing and equity deposit.

The FMA and OAG have also developed the Deed of Improvements that transfers ownership of the buildings to the developer during the ground lease period to provide the lender with a security interest in the improvements. The ground lease retains the reversionary right of ownership to the Commonwealth/FMA at the end of the lease term. The Deed of Improvements is expected to be signed at closing after the developer requirements have been completed.

Marina Parcel

Pack Brothers Hospitality (PBH) continues to operate the Old Point Comfort Marina under the lease agreement signed in June. The lease agreement requires PBH to pay monthly rent and additional rent equal to half of the net operating income. The additional rent is escrowed monthly and will be remitted at the end of the fiscal year after the financial statements are reviewed. PBH submits financial statements monthly as required by the lease agreement.

UTILITY MASTER PLAN UPDATE

Mercury Boulevard Water Line Replacement

The notice to proceed was issued to Suffolk Utility Construction on September 8, 2022. The horizontal directional drilling subcontractor completed installation of the water line under Mill Creek in February 2023. The system upgrades in Phoebus and the connection of the new water line to the Newport News Waterworks (NNWW) distribution system in Phoebus and the Fort Monroe distribution system near the main entrance was completed in January. The contractor and engineer are working to prepare the record drawings. The project will close once the as-built drawings are submitted to the FMA. The FMA is working with NNWW to transfer ownership of the new Mill Creek water line.

Front Entrance Redesign

The FMA originally allocated \$9M of the \$40.3M in VPBA capital funding towards the project to redesign and reconstruct the Fort Monroe front entrance. The FMA has received \$550,000 from the Federal Lands Access Program grant funding the front entrance design project. The FMA has requested that VDOT manage the project. VDOT is evaluating the project before agreeing to manage the project for the FMA. VDOT has contracted with Kimley Horn to develop 35% schematic drawings and updated cost estimates. The updated cost estimates for the project inflated to the mid-point of construction is \$18.4M. The significant increase in costs results from the cost of utility upgrades and relocations within the project boundary. With the \$550K in FLAP funds, the FMA needs \$8.9M of additional capital funding to complete the entire front entrance project.

VDOT management previously requested that the FMA bundle the front entrance construction project with the Stilwell Drive trail project for economy of scale and scope. Since the FMA did not get any additional capital funding for FY26, VDOT has requested that the FMA reallocate the \$9M in VPBA funding to the Stillwell Drive Relocation / Trail 757 project.

Utility Master Plan – Ingalls Road Improvements

With the \$50M in capital funding allocated in the FY25 budget, the FMA submitted the CO-2 form to DPB to allocate the estimated \$32.9M design and construction and has received approval of the allocation. The FMA has executed a contract with WRA for the engineering design of the Ingalls Road area utility improvements that will support the Ingalls Road Sites 3 and 4 developments, as well as enhanced service to the marina parcels. WRA is proceeding with the preliminary engineering report (PER) which includes location and condition verification of existing utilities through CCTV field work and site surveys. The FMA draft project schedule calls for the PER to be finalized by August 2026, with construction drawings to follow. Construction should begin in early calendar 2027 and be completed in calendar year 2028.

Stilwell Drive Relocation – Trail 757 Project

In cooperation with the FMA, the City of Hampton submitted a grant application and received \$12.9M in VDOT Smart Scale funding for a project to install a multimodal pathway from Mercury Boulevard to the Hampton Community Center as part of the project to connect Fort Monroe and Hampton to the Capital Trail in Jamestown. The project scope requires the relocation of Stilwell Road and will include some utility work related to the North Gate Utility Master Plan. VDOT has requested that this project be completed and bid together with the front entrance project for economies of scale. Based on the 35% schematic drawings, the project cost estimate inflated to the mid-point of construction is \$20.2M. The FMA's share of the project after the \$12.9M grant funding is \$7.3M. The FMA does not currently have the capital funding to commit to the \$7.3M cost share unless it reallocated funding from other projects.

VDOT management previously requested that the FMA bundle the front entrance construction project with the Stilwell Drive trail project for economy of scale and scope. Since the FMA did not get any additional capital funding for FY26, VDOT has requested that the FMA reallocate the \$9M in VPBA funding to the Stilwell Drive Relocation / Trail 757 project.

Utility Master Plan – North Gate Improvements

The Stilwell Drive Relocation project will create utility corridors for the extension of utility services through the North Gate management zone. Based on the current CIP, once the Stilwell Drive project design is completed, the FMA will pursue engineering services to design the utility corridors for the balance of the North Gate utilities with the goal of delivering expanded service through North Gate to the Inner Fortress area. The upgraded utility service to the inner fort are required before any redevelopment of the 230k SF of vacant historic buildings in the inner fort can proceed. The rough order of magnitude estimate for the North Gate Improvements is \$10M. The project was expected to be funded by the additional \$50M capital outlay request. Since the FMA did not receive the \$50M it requested in FY26, the FMA will submit its request for additional funding for the FY27-28 biennial budget.

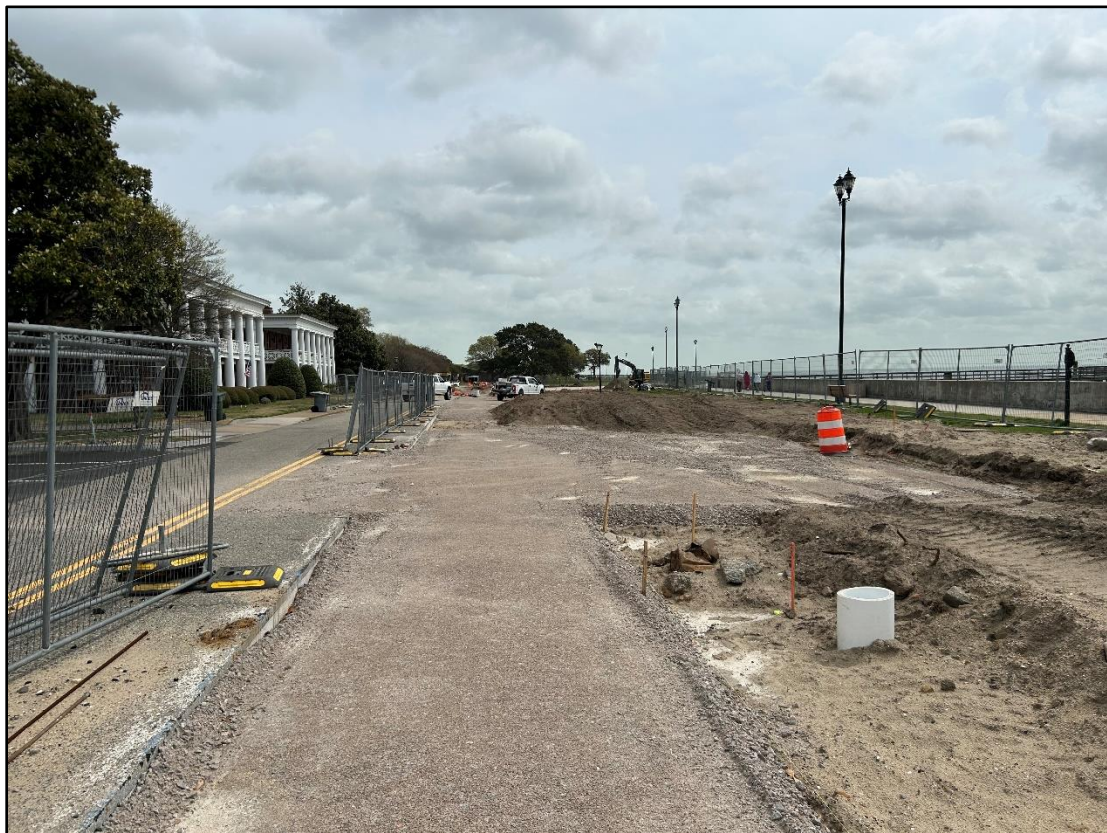
Utility Master Plan – Inner Fort Improvements

Once upgraded utility services are installed in utility corridors in North Gate, preliminary engineering and design can proceed for upgrades to the utility system in the inner fort area. The most significant element of this project would be replacing the water service loop around the entire inner fort area. Sanitary sewer upgrades on the northern side of the inner fort would also be necessary to support the redevelopment of the 230k SF of vacant historic buildings. The rough order of magnitude estimate for this project is \$12M. Additional capital outlay funds will be necessary to commence work on this phase of the UMP.

AFRICAN LANDING MEMORIAL

Site Improvements

As of April 3, 2025, the contractor has finalized the installation of the new storm drainage system and new 8-inch waterline through Zone A. Partial sub-grade has been placed and compacted within the roadbed, ADA parking and drop-off areas of Zone A. However, the FMA has asked for an amendment to the originally designed parking area located within the SW portion of Zone A. It has been proposed to eliminate twelve (12) parking spaces with this area and install turf in their place. The A/E team at the time of this report are currently in the process of revising the design documents to reflect this amendment, which will address one (1) additional ADA parking space as well as the potential to increase the size of the drop-off area within Zone A to accommodate additional multi-passenger vehicle type.



Showing Zone A looking east

At the location of the Memorial Plaza, the contractor has set sub-base and has defined the approximate perimeter of the memorial plaza to include the line to Angola. Soon, foundations for the Figures, Arch and Relief will be installed and pre-cast the pre-cast paver installation will commence once all pavers have been received. Currently, about 1/10th of the pre-cast pavers have been received. Sub-grade has also been placed at the new location of the “First Africans in Virginia”

marker. This marker is being revised, and its replacement is being coordinated by the Department of Historic Resources (DHR).



Showing Zone A looking SE across plaza and Line to Angola

There was no work at the time of this report in the area of Zone B.

Work at Zone C includes the removal of the Fenwick Road roadbed at the location of the future “traffic table” that is associated with the memorial plaza. The condition of the existing sidewalk, which is intended to be saw cut to receive new truncated dome pavers, which act as a detectable warning for automobiles is in poor condition. The sidewalk in question varies in height along the length of the traffic table and a few segments are broken. It has been proposed to replace this section with a new concrete sidewalk. The AE team is currently evaluating this condition and will provide a revised plan showing the recommended extent of replacement. The FMA will then evaluate whether any replacement work is desired once a recommendation by the A/E team is provided.

Sitework within Zone D is nearing completion. Recently, the light pole foundations and irrigation rough-ins have occurred leaving final installation of the light poles, amending one section of sidewalk/curb, installing turf and commissioning of the irrigation system.

Zone E is all but complete. Recently, new fencing was installed adjacent to newly established parking. The remaining work includes the completion of new guardrails along the moat side of Engineer Lane and well as placement of turf adjacent to the new parking areas and affected lawn areas.



Showing Zone E looking west

Progress at Zone F has been slightly delayed due to an elevation conflict that has for the most part been resolved. The A/E Team is currently working to resolve the invert elevation of a storm structure to that of the outfall location EX100. In the meantime, storm drain structures have been installed with the area of the future parking lot as well as street light foundations.



Showing Zone F looking NE across location of new parking area

There remain challenges in encountering below-grade utilities that are in conflict with the proposed design. Predominantly, these have been abandoned in place underground utilities and existing concrete duct banks, however, very few intact cultural features have been encountered. Fortunately, most deep excavations have been completed, so future encounters of extant buried features should be minimal moving forward.

The latest construction timeline reflects construction to be substantially complete by the end of July/early August 2025. The FMA project staff continue to work daily with the contractor to address issues as they arise. All involved will continue to move the project towards substantial completion in anticipation of the proposed August 2025 dedication of the plaza at the annual African Landing Day commemoration.

AFRICAN LANDING MEMORIAL

Artwork Update

With The Figures now complete, and final details worked out, Brian Owens is focusing on producing various scenes on The Relief. Dr. Bonnell and Brian meet several times a month to work out what additional information Brian needs for varying parts of the panels. This past month focus is on the White Lion so that Brian can then employ an artist who has expertise in sculpting a 16th Century English privateer. Dr. Bonnell has corresponded with numerous experts across the globe, to include archivists and researchers in Portugal (where the ship was built), Britain (where the ship was refitted for Drake's expedition) and The Netherlands (where the ship was again refitted and sold to Captain Jope who used it to prey on Spanish ships!) This level of research is required to ensure that the sculpting is accurate. Brian is now working on refining some parts of the backside of The Relief.

FMA continues to engage numerous historians, interpreters and members of the descendant community to give them an opportunity to see the new Figures. Dr. Bonnell and her team use both sets of figures to discuss the process of interpretation used in public art history projects.

Brian has commenced sculpting the full-scale figures and Dr. Bonnell will continue to monitor this work.