



Fort Monroe Authority Board of Trustees  
August 20, 2015 – 1:00pm  
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees meeting was held on August 20, 2015 at 1:00pm at the Fort Monroe Post Theatre in Fort Monroe, Virginia.

**Call to Order**

**1. Opening Comments – Ralph Northam, Vice-Chairman**

Vice-Chairman Northam called the meeting to order at 1:00pm.

Vice-Chairman Northam welcomed Destry Jarvis to the FMA Board.

**2. Roll Call – Jessica Turner, Assistant Secretary**

**Present:** Vice-Chairman Ralph Northam, Colin Campbell, Larry Cumming, Dr. Bill Harvey, Delegate Gordon Helsel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Kim Maloney, Congressman Jim Moran, Secretary Molly Ward

**Absent:** Larry Wilder for Secretary Maurice Jones

Also in attendance is George Stewart from Secretary Jones' office.

**3. Approval of Minutes from June 18, 2015 – Ralph Northam, Vice-Chairman**

**MOTION:** I move the approval of the June 18, 2015 meeting minutes (APPENDIX I).

**So moved:** Mr. Cumming

**Seconded:** Delegate Helsel

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

**Reports and Briefings**

**4. Nominating Committee Report – Colin Campbell, Committee Chairman**

Mr. Campbell stated the Nominating Committee recommends the following slate of officers.

Chairman: Jim Moran

Vice-Chairman: Ralph Northam

Secretary/Treasurer: John Hutcheson

Assistant Secretary: Jessica Turner

**MOTION:** I move the approval of the nominated slate of officers as presented.

**So moved:** Mr. Campbell

**Seconded:** Dr. Harvey

**Discussion:** None.

**Public Comment:** None.

**Unanimously approved.**

**5. Executive Director's Report – Glenn Oder, Executive Director**

Executive Director Glenn Oder reviewed the Executive Director's Report included in the Board package (APPENDIX II). Director Oder reported that the FMA has now moved its headquarters into Building 83. The lease has been signed for the Oozlefinch Brewery. Director Oder reported that attendance is increasing at the Music by the Bay Summer Concert Series. Director Oder stated that Waterfront Park has now identified opportunities for connections to the Inner Fort and potential visitor centers and services.

Director Oder stated that the Foundation is finishing up its sponsorship receptions for the summer. At their reception, the Bodacious Bazaar announced it would make the Fort Monroe Foundation the sole beneficiary of its philanthropic donations.

Director Oder reported that Joe DosReis, Director of Real Estate, has taken a job with a company in North Carolina and will be leaving the Fort Monroe Authority in the coming weeks. Director Oder also stated that he will be submitting his annual evaluation to the Chairman in the coming months.

**6. Financial Report – John Hutcheson, Deputy Executive Director**

Deputy Executive Director John Hutcheson reviewed the Financial Report included in the Board package (APPENDIX III). As of June 30, 2015, the Authority government fund had \$3,666,837 in cash on deposit in public fund accounts at Old Point National Bank (OPNB). As of the same date, the Authority had \$5,754,998 in other current assets compared to \$3,259,753 in the prior year. The government fund net position as of June 30, 2015 was \$10,739,052 compared to \$7,586,235 as of June 30, 2014.

As of June 30, 2015 the Authority enterprise fund had \$233,629 in cash on deposit as well as \$265,990 in restricted security deposits in public fund accounts at OPNB and \$500 in petty cash. As of June 30, 2015, the Enterprise Fund had \$6,708,146 in current liabilities compared to \$4,040,831 on June 30, 2014.

The Department of Planning and Budget has called for initial requests for the biennial FY17/18 budget by August 31<sup>st</sup>. The Authority staff will be working to provide any requested changes to the Authority's existing base budget.

**7. Chairman's Report – Jim Moran, Chairman**

Chairman Moran reviewed the Committee Assignments included in the Board package (APPENDIX IV).

**MOTION:** I move the adoption of the Committee Assignments as presented.  
**So moved:** Mr. Cumming  
**Seconded:** Vice-Chairman Northam  
**Discussion:** None.  
**Public Comment:** None.  
**Unanimously approved.**

**8. Fort Monroe National Monument Report – Kirsten Talken-Spaulding, Superintendent**

Superintendent Talken-Spaulding reported that the NPS has provided over \$45,000 in support to the FMA through interstate signage and support to the Casemate Museum. Included in the FMA Board package is the NPS Foundation Document and Overview (APPENDIX V).

**9. City of Hampton Report – Bruce Sturk, Director of Federal Facilities**

Mr. Sturk reported that the City and FMA staffs are continuing to meet to discuss zoning at Fort Monroe and anticipates a late-2015 or early-2016 implementation timeline. Additionally, the Veterans Administration Hospital has renewed its agreement with the Hampton Community Center at Fort Monroe to use the pool for their patients.

**Old Business**

**10. Status of the Army Transfer to FMA – Glenn Oder, Executive Director**

Director Oder stated that negotiations between the Army and the Governor's Administration are ongoing. Director Oder also reported that the FMA has completed the draft of the EDC submission and will be submitting it to the Army in draft form.

Chairman Moran reported that he has had discussions with the Secretary of the Army regarding the property transfer.

**11. Transfer of Property from FMA to NPS – Glenn Oder, Executive Director**

Director Oder reported that the two Deeds for the transfer of Commonwealth property to the NPS are both substantially complete and the Easement language is very close to being complete. Director Oder also stated that the Cooperative Management Agreement (CMA) and the Task Agreements are moving along smoothly as well and should be completed very soon.

**12. Master Plan Implementation**

Chip Dicks with FutureLaw reported that he expects to complete the zoning process by the end of 2015 or early 2016.

Mr. Hutcheson reported that the FMA is working on a utility master plan and hopes to present the plan to the Board at the October meeting. Mr. Hutcheson also stated that Dominion made an offer to the Army to resolve the Dominion dispute and is awaiting a response from the officer.

**13. Unresolved Property Transfer Issues**

Director Oder stated that there is no update on any plans for expansion at the Chamberlin or transfer of the Chamberlin property to the FMA. Director Oder also reported that the FMA staff has received a copy of the Marina lease, thanks to some additional help from Secretary Ward, and has begun to evaluate the lease.

**14. Economic Impact Study – Glenn Oder, Executive Director**

Director Oder reported that CNU's Center for Public History has been collecting surveys from visitors to Fort Monroe throughout the summer.

**15. 2019 Commemoration Activities – Glenn Oder, Executive Director**

Director Oder stated that the FMA hosted a meeting for the Hampton 2019 Commission on site at Fort Monroe. In addition, Director Oder will be attending a meeting of the Jamestown-Yorktown Foundation's 2019 Commission later in August. This Commission has recently hired a new Executive Director.

**New Business**

**16. HOPE Crew Program – Destry Jarvis**

Mr. Jarvis reported that the National Trust for Historic Preservation has established the HOPE Crew program to conduct preservation projects while simultaneously training young people on preservation skills. Mr. Jarvis stated this program could be utilized at Fort Monroe by both the FMA and the NPS. Mr. Jarvis indicated he would work with Director Oder on moving this idea forward.

**General Public Comment**

- A. Sherri Bailey** – Fort Monroe could play a significant role in constructive discussion on race issues in the nation and in reconciliation, particularly through the use of the arts
- B. Mark Perreault, Citizens for a Fort Monroe National Park** – Fort Monroe has national appeal, particularly as evidenced by the interest of the newest Board members. Addition of the Wherry Quarter to the Fort Monroe National Monument would add to this national appeal
- C. Scott Butler, Citizens for a Fort Monroe National Park** – hopes the Commonwealth and FMA will realize the full potential of Fort Monroe

**Closed Session**

**17. Acquisition or Disposition of Real Property**

- **EDC Negotiations**
- **Transfer of Commonwealth Property to NPS**

**MOTION:** I move that these proceeding will continue in closed session to address the potential acquisition or disposition of real property pursuant to VA Code §2.2-3711(a)(3), more specifically the EDC negotiations with the Army and the transfer of Commonwealth property to the National Park Service.

**So moved:** Vice-Chairman Northam

**Seconded:** Mr. Cumming

**Discussion:** None

**Unanimously approved**

## Reconvene

**MOTION:** I move that we adjourn closed session and reconvene in open session.

**So moved:** Vice-Chairman Northam

**Seconded:** Delegate Hesel

**Discussion:** None.

**Unanimously approved**

**ROLL CALL:** Each member will now certify that only matters appropriate for closed session were discussed.

**Ayes:** Chairman Jim Moran, Vice-Chairman Ralph Northam, Colin Campbell, Larry Cumming, Dr. Bill Harvey, Delegate Gordon Hesel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Kim Maloney, Secretary Molly Ward

**Nays:** None.

**MOTION:** I move that the Board of Trustees ratify the Board's August 9, 2011 endorsement of the conveyance of certain portions of Fort Monroe to the National Park Service and I move that the Board of Trustees, subject to the approval of the Governor, authorize and approve of the conveyance, and the form of the Deed conveying the Historic Parade Ground, Building 1, Building 17, and Building 50 to the National Park Service and that the Board direct the Chairman, or in his absence, the Executive Director, to execute and deliver any and all documents, instruments, and agreements requiring execution by the FMA and necessary to effectuate the conveyance of these Inner Fort parcels.

**So moved:** Mr. Campbell

**Seconded:** Vice-Chairman Northam

**Discussion:** Secretary Ward stated that it is the Governor's office's belief, on the advice of the Office of the Attorney General, that the Governor has the authority to sign the deeds, pursuant to VA Code §2.2-2340, et al.

**Ayes:** Chairman Jim Moran, Vice-Chairman Ralph Northam, Colin Campbell, Dr. Bill Harvey, Delegate Gordon Hesel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Kim Maloney, Secretary Molly Ward

**Nays:** Larry Cumming

**Motion passes 10-1**

**MOTION:** I move that the Board of Trustees, subject to the approval of the Governor, authorize and approve of the conveyance, and the form of the Deed conveying approximately 112 acres of land referred to as the North Beach parcel to the National Park Service and that the Board direct the Chairman, or in his absence, the Executive Director, to execute and deliver any and all documents, instruments, and agreements requiring execution by the FMA and necessary to effectuate the conveyance of the North Beach parcel.

**So moved:** Mr. Campbell

**Seconded:** Delegate Hesel

**Discussion:** Secretary Ward stated that it is the Governor's office's belief, on the advice of the Office of the Attorney General, that the Governor has the authority to sign the deeds, pursuant to VA Code §2.2-2340, et al.

**Ayes:** Chairman Jim Moran, Vice-Chairman Ralph Northam, Colin Campbell, Dr. Bill Harvey, Delegate Gordon Hesel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Kim Maloney, Secretary Molly Ward

**Nays:** Larry Cumming

***Motion passes 10-1***

**MOTION:** I move that the Board of Trustees authorize and direct the Chairman, or in his absence, the Executive Director, to execute and deliver the Cooperative Management Agreement with the National Park Service and further authorize and direct the Executive Director, or the Deputy Executive Director, to execute and deliver any and all Task Agreements and any other documents or agreements requiring execution by the FMA and necessary to effectuate the purposes of the Cooperative Management Agreement to facilitate the seamless operation of the jointly owned properties.

***So moved:*** Mr. Campbell

***Seconded:*** Senator Locke

***Discussion:*** None

***Unanimously approved.***

**Adjournment**

**17. The next Board meeting is October 15, 2015 at 1:00pm.**

Chairman Moran adjourned the meeting at 2:53pm.

Respectfully submitted,

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Jesica Turner, Assistant Secretary

## APPENDIX

APPENDIX I – Minutes from June 18, 2015 Meeting

APPENDIX II – Executive Director's Report

APPENDIX III – Financial Report

APPENDIX IV – Chairman's Report Committee Assignments

APPENDIX V – Fort Monroe National Monument Report