



Fort Monroe Authority Board of Trustees
Board Retreat Day One:
April 17, 2024

Fort Monroe Visitors Education Center
30 Ingalls Rd
Fort Monroe, VA 23651

Wednesday Itinerary

3:00 – 3:15 PM

1. Arrive and Prepare for the meeting
2. Walk to Gazebo
3. Call meeting to order The Honorable James P. Moran, Chairman

Overview of Retreat

3:30 PM

4. *“Looking Through a Different Lens”* Glenn Oder, Executive Director
 - Strategic Action Plan
 - Priorities
 - Education Omission
 - Fort Monroe Foundation
 - Strategic Restructuring
 - African Landing Memorial
 - A Community’s Perspective
 - Board of Trustees CEO Search Strategy

Education Program

3:40 PM

5. Point Comfort on The Eve of America’s Revolution: An Introduction Dr. Françoise Bonnell,
MEI Director
6. Walk to Stop 1: Battery Irwin **3:55 PM**
7. Stop 1: Observations Over the Water **4:10 PM**
 - Pathways, Shipwrecks and Battles

8. Stop 2: Holding the Ever-Changing Landscape **4:30 PM**

- Land Patents, Forts, and Their Remnants

9. Pursuing Elusive Freedoms **4:50 PM**

- Give Me Liberty!

10. Wrap up & Discussion **5:10 PM**

Education Program Concludes 5:20 PM

11. Education/Public meeting is concluded Glenn Oder, Executive Director

- BOT and invited Guests Reception Dinner
- No FMA business to be discussed
- FMA Public Meeting Thursday morning at Building 75
- Chairman Adjourns the meeting

12. Reception Dinner at FMA Residence **5:30 PM**

- Dinner provided by FMA
- Drinks provided by FM Foundation (Glenn & Mary Sponsor)

13. Dinner Concludes **7:00 PM**

- Guests return to their homes/hotels



Fort Monroe Authority Board of Trustees
Board Retreat Day Two:
April 18, 2024

Continental Breakfast
8:00 AM – 8:30 AM

Meeting
8:30 AM – 1:00 PM

Building 75
110 Pratt Street
Fort Monroe, VA 23651

Call to Order

8:30 AM*

- | | | |
|----|------------------------|---|
| 1. | Opening Comments | The Honorable James P. Moran, Chairman |
| 2. | Roll Call | Carmen Borja, Asst. Secretary |
| 3. | General Public Comment | |

Action Items:

- | | | |
|----|--|---|
| 4. | Minutes from February 15, 2024 Meeting | The Honorable James P. Moran, Chairman |
|----|--|---|
- ACTION ITEM: Approve February 15, 2024 Board Minutes

Reports and Briefings (All reports provided as read-ahead documents)

9:00 AM*

- | | | |
|-----|--|--|
| 5. | Chairman's Report | The Honorable James P. Moran, Chairman |
| 6. | Executive Director's Report | Glenn Oder, Executive Director |
| 7. | Finance Report | John Hutcheson, Deputy Executive Director |
| 8. | National Park Service Report | Jaci Wells, Superintendent |
| 9. | Fort Monroe Foundation Report | Jimmy Gray, FMF President |
| 10. | African Landing Memorial Progress Report | Glenn Oder, Executive Director |

Strategic Action Priority 2: Establish or Update Necessary Agreements to Further Effective Partnerships

11. FMF: Highest Priority Project, Identify Sustainable Revenue President Gray
- Foundation Evaluation Summit
 - Overview of Meeting
 - Recommendations Considered
 - FMF BoD Recommendations

Strategic Action Priority 7: Locally & Nationally Broaden the Recognition of Fort Monroe as a National Monument

12. African Landing Memorial: View Through a Different Lens Dr. Bonnell
- Significance to The Descendent Community Dr. Wanda Tucker
 - Impact on Students Ed Allison, GHS
 - Interpretive Planning Update Joy Baily, Pres. LCR
13. African Landing Memorial Glenn Oder
- Presentation of The Maquettes John Hutcheson
 - Plaza Construction Timeline Aaron Whittington
 - Groundbreaking Ceremony Outline Aaron Whittington
 - Simulation Reveal Glenn Oder
 - Phase III Proposal Discussion

Morning Break

10:30 AM*

Search For and Hire New CEO

10:45 AM*

14. FMA BoT Legislative Responsibility Jim Moran, Chairman
- To hire and develop a professional staff including a Chief Executive Officer and such other staff as is necessary to discharge the responsibilities of the Authority
 - To establish personnel policies and benefits for staff
15. CEO Search Committee Update John Reynolds
- Job Description Discussion
 - Introduce Options for FMA Search Process

Closed Session (Working Lunch)

11:45 AM*

16. In accordance with VA Code 2.2-3711
- Personnel Matters - §2.2-3711(A)(1)

Reconvene

1:00 PM*

17. Discuss Next Steps from Closed Session

Jim Moran, Chairman

Open Discussion

1:05 PM*

Adjournment

1:15 PM*

Next Meeting is June 20, 2024.

*All times are provided as estimates.



Fort Monroe Authority Board of Trustees
April 18, 2024
Meeting Minutes
DRAFT

The Fort Monroe Authority (FMA) Board of Trustees meeting was held on February 15, 2024, at the Patrick Henry Building, East Reading room, 1111 E. Broad Street, Richmond, VA.

Call to Order

1. Opening Comments –

The Honorable Jim Moran, Chairman

Chairman Jim Moran called the meeting to order at 1:00 PM. Chairman Moran welcomed everyone to the meeting and gave a special introduction to the new National Park Service Superintendent, Jaci Wells and Acting Supervisor Josh Moral.

Staff Present:

The Honorable G. Glenn Oder, Executive Director
Mr. John Hutcheson, Secretary/Treasurer
Ms. Carmen Borja, Assistant Secretary
Dr. Françoise Bonnell
Ms. Arlena Cahoon
Mrs. Phyllis Terrell
Mr. Liam Thurkettle
Mr. Aaron Whittington

Others in Attendance:

Ms. Chelsea Jenkins, Deputy Secretary of Commerce and Trade
Mr. Michael Sievers, Office of the Attorney General
Ms. Katheryn Surface Burks, Office of the Attorney General
Ms. Jaci Wells, Acting Superintendent NPS
Mr. Josh Morano, Supervisor NPS

2. Roll Call –

Ms. Carmen Borja, Assistant Secretary

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

Members Present:

The Honorable Jim Moran, Chairman
Dr. Charletta Barringer-Brown
Ms. Mary Bunting, City Manager of Hampton
The Honorable A. C. Cordoza
Mr. Brian Jackson
Mr. Jay Joseph
Ms. Season Roberts

Mr. John Reynolds
Ms. Caren Merrick, Secretary of Commerce and Trade
Mr. Travis Voyles, Secretary of Natural and History Resources

Members Absent:

Dr. Rex Ellis, Vice Chairman
The Honorable Keith Anderson, Chief, Nansemond Indian Nation
The Honorable Mamie Locke
Ms. Benita Thompson-Byas

3. Public Comment The Honorable Jim Moran, Chairman

The owner of CrossFit Fort Monroe, Chelsea Greenwood, expressed her excitement of having their new business at Fort Monroe. CrossFit Fort Monroe adapts to all fitness levels and works with a diverse range of people. They look forward to partnering with other small businesses on the fort as well as bringing in more business.

Action Items

4. Approval of Minutes from November 16, 2023, Meeting. (Appendix I)

Motion: I move to approve the minutes from the November 16, 2023, meeting.

So Moved: Mr. Jay Joseph

Seconded: Mr. Brian Jackson

Unanimously Approved

Reports and Briefings

5. Chairman's Report The Honorable Jim Moran, Chairman

Chairman Jim Moran expressed his appreciation of having the Board meeting in Richmond and thanked the FMA staff for making the arrangements.

Chairman Moran reported that he and Director Oder both attended a Black History Month reception at the Governor's mansion. Governor Glenn Youngkin recognized Fort Monroe and the Board of Trustees and has included Fort Monroe in the requested budget. While it is a generous amount, the FMA continues to require additional funding for projects at Fort Monroe. Chairman Moran thanked the Governor and his administration for their efforts.

Chairman Moran added that educational programs at Fort Monroe have received a lot of positive recognition. The FMA wishes to move forward with more projects, programs, and to continue to increase the number of visitors every year.

6. Executive Director's Report Glenn Oder, Executive Director

Chairman Moran thanked Ranger Morano for his introduction and is looking forward to working with them and will help NPS get the resources needed to be successful at Fort Monroe.

Superintendent Wells reported additional staffing announcements. A new facilities manager will be starting in March, and the NPS will be looking to hire an Administrative Officer to assist with a range of clerical duties. Furthermore, building 185 (the former officers' club), is at a positive point in the lease negotiations. For Quarters 1, they've had to do asbestos and lead abatement repairs due to the flood that happened last winter. Lastly, NPS had 19 tours between the months of December and February. They have also started their Black Heritage Tour, which will be held all year long.

9. Fort Monroe Foundation report Glenn Oder, Executive Director

Director Oder stated that the FMF Report was provided as read ahead in the board packet. (Appendix V)

Director Oder discussed the programs that the FMF has recently supported with funding. The FMF supported a new event, Youth Black History Cultural Festival, that the VEMP department put together for Black History Month. Secondly, FMF will be providing pizza to the students at the future speaking engagement at Hampton University. The FMF is reaching into the Huntington Ingalls Grant to employ 12 new interns for the museum department.

Director Oder further added that discussion regarding the FMF will be encouraged at the April Board Retreat.

Trustee John Reynolds encouraged the Board members to donate to the Foundation and that any contribution will be appreciated.

Old Business

10. African Landing Memorial Progress Report Glenn Oder Executive Director
Dr. Françoise Bonnell, Director of MEI

The African Landing Memorial Progress Report was provided as read ahead in the board packet. (Appendix (VI))

Director Oder presented an example of the model for the relief portion of the African Landing Memorial. The artist Brian Owens has been searching for foundries to produce and deliver the sculpture. Due to the size of the relief wall, it will require a specialized foundry. There have been 2 recommended foundries, one in Texas and one in Pennsylvania.

The second slide presented is the site plan from Baskervill. It has been approved by the Architectural Review Board. The working drawings from Baskervill are projected to be finished in Spring for approval from the Department of Engineering and Building. On African Landing Day weekend, there will be a groundbreaking ceremony for the African

Landing Memorial Plaza. The FMA has been working with the Tucker family and they have formed a unique relationship with the ambassador of Angola. The ambassador has committed to come to the ceremony in August.

Chairman Moran commented on the progress of the Memorial and the Executive Director noted that the FMA would provide more details on project timing and costs at the April Board Retreat.

Trustee Season Roberts inquired about documenting and marketing of the African Landing Memorial. Dr. Bonnell replied that the FMA has an extensive collection of materials including first person accounts from Brian Owens and members of the descendant community. Furthermore, the FMA has created a 1619 website that can be used as a marketing aspect for the memorial.

Deputy Secretary Chelsea Jenkins inquired about whether the FMA has a contract with the artist Brian Owens for the ALM. Director Oder replied that they currently have a contract for the conceptual design and development phase that will end in March. The next phase will be the completion and delivery phase which will be developed this spring.

11. National Trust of Historic Preservation Update Dr. Francoise Bonnell, Director of MEI

The National Trust of Historic Preservation Update was provided as read ahead in the board packet (Appendix VII)

Dr. Bonnell provided a brief update on the interpretive plan of the ALM. An infinity group was created that consists of members from the community. They meet on a regular basis to discuss ideas for the interpretive plan. They have accomplished 2 workshops that included a roundtable discussion with scholars. There are 2 workshops left, one to decide on the themes for the ALM and the other to engage educators from different institutions in the community.

12. Legislative Update Glenn Oder, Executive Director

The Legislative Update was provided as read ahead in the board packet. (Appendix VIII)

13. Moving Properties to the Marketplace Jay Joseph, Finance Committee Chairman

Moving Properties to the Marketplace report was provided as read ahead in the board packet. (Appendix IX)

At this time in the meeting, Chairman Moran welcomed Governor Glenn Youngkin and suspended the agenda.

Governor Youngkin thanked the board members for their service to such a national treasure and working together to preserve it and turn it into what it should be. Governor Youngkin further

recognized Director Oder for his efforts and thoroughly presenting the opportunities and challenges of Fort Monroe.

Chairman Moran thanked the governor and his cabinet for their continued support in Fort Monroe.

14. Utility Master Plan

John Hutcheson, Secretary/Treasurer
Deputy Exec. Director

The Utility Master Plan was provided as read ahead in the board packet. (Appendix X)

Mr. Hutcheson provided a brief overview of the Utility Master Plan. The FMA is now focused on utility improvements on Ingalls Road. Echelon Resources continues to make progress on site 1 and 2 of Building 87 and 100. Furthermore, the Waterline Project is moving towards completion and should be finished by June.

New Business

15. FMA Programs Report

Aaron Whittington, Director of VEMP

Mr. Whittington presented a new series that the VEMP department has been working on, "Discover Fort Monroe." The series comes out every Friday on social media and covers a broad range of topics about Fort Monroe. Additionally, the FMA VEMP department hosted their new event called Youth Black History Cultural Festival. The event turned out to be a major success with a lot of people in attendance.

16. April Board Retreat Discussion

Glenn Oder, Executive Director

Director Oder encouraged the board to make suggestions of topics that should be talked about at the April Board Retreat.

Closed Session

17. In accordance with VA Code 2.2-3711

Motion: Mr. Chair, I move that the Fort Monroe Authority Board of Trustees convene in closed session to discuss matters pursuant to §2.2-3711(A)(3) of the Code of Virginia, which authorizes closed meetings for the purposes of "discussion or consideration" of the "disposition of publicly held real property, where discussion in open meeting would adversely affect the bargaining position or negotiation strategy of the public body"

Unanimously Approved.

Reconvene

Motion: Mr. Chair, I move that the Board of Trustees of the Fort Monroe Authority end the closed session to discuss matters pursuant to §2.2-3711(A)(3) of the Code of Virginia, reconvene an open meeting, and ask the members to certify only those matters lawfully exempted from open meeting requirements under §2.2-3711 of the Code of

Virginia, and only such public business matters as were identified in the motion by which the closed meeting was concerned, were heard, discussed or considered by the Executive Committee of the Fort Monroe Authority in closed session.

Unanimously Approved.

Adjournment – 3:05 PM

Respectfully submitted,

Carmen Borja

DRAFT



Executive Director's Report
 Fort Monroe Authority Board of Trustees Meeting
 April 18, 2024

REAL ESTATE ACTIVITY REPORT

Marina Redevelopment / Pack Brothers Hospitality – Pack Brothers Hospitality (PBH) continues to operate the marina under the terms of the ground lease and the December 26th letter agreement while the parties negotiate a new operating lease agreement. Once the new operating lease is executed, the ground lease will be terminated concurrently.

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.

FM Lofts submitted 80% preliminary plans for both buildings on December 22nd for FMA review to respond to the first ground lease contingency. The plans for both projects were forwarded to the Division of Engineering and Buildings (DEB) for code compliance reviews on December 27th. DEB returned **Real Estate Redevelopment Projects**

review comments for both plan sets on January 29th. FM Lofts and their design team prepared responses to DEB comments that were submitted to DEB on March 18th.

Commercial Properties

| Category | Sq Feet | # of Bldgs | % of Total | SF Leased | SF Licensed | SF Occupied | % Occupied |
|--------------|------------------|------------|------------|----------------|---------------|----------------|--------------|
| 1 | 419,275 | 32 | 28.2% | 361,295 | 12,594 | 9,550 | 91.5% |
| 2 | 42,747 | 2 | 2.9% | 26,411 | 1,000 | - | 64.1% |
| 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 | | 520,830 | 46,790 | 159,185 | 48.9% |
| | | | | 35.0% | 3.1% | 10.7% | |

| Sq Feet | % of Total | SF Leased | SF Licensed | SF Occupied | % Occupied |
|---------|------------|-----------|-------------|-------------|------------|
|---------|------------|-----------|-------------|-------------|------------|

| | | | | | | |
|-------------------------|-----------|-------|---------|--------|---------|-------|
| Contributing | 1,169,577 | 78.6% | 322,006 | 32,658 | 121,495 | 40.7% |
| Non-Contributing | 317,582 | 21.4% | 198,824 | 14,132 | 37,690 | 78.9% |

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 and the City of Hampton executed a lease amendment to the 30-year lease for Building 210 effective February 27, 2024 due to the delay in the commencement of construction work. The parties executed the Certificate of Lease Commencement effective as of March 1, 2024.

The OAG and FMA continue to work on the new triple-net lease for Oozlefinch.

The FMA and the City of Hampton Parks, Recreation and Leisure Services Division have agreed to the terms of an updated the park area lease for the Commonwealth-owned beaches and boardwalk at Fort Monroe. The FMA is preparing the lease and exhibits for execution.

The FMA continues to work on the plans to relocate its commercial and residential leasing and maintenance teams from Building 27 and 27A to Building 28, where the Preservation workshop has been established. Once the HVAC project listed below is completed, the FMA will complete the interior alterations that are expected to be finished by summer. Due to the high volume of work requests in the summer, the FMA does not expect to relocate the leasing and maintenance functions to the building until the fall of this year.

Commercial Capital Project Management – Maintenance Reserve Projects

HVAC Replacements – While the DGS Job Order Contract (JOC) referenced below works in cases where longer lead times can be tolerated, it does not provide quick resolutions of HVAC failures for occupied residential and commercial buildings. After a public procurement process, the FMA has executed a new contract with a SWAM HVAC company in June who can respond quickly to like-kind replacements of residential and small (3-5 ton) commercial HVAC units.

Building 77 HVAC Replacement – Vansant & Gussler (V&G) was issued a project order to design a new HVAC system to replace the obsolete boiler/chiller central plant and fan coil units. The bid documents were approved by the Division of Engineering and Buildings (DEB). The Invitation for Bids (IFB) was issued on September 29th. The pre-bid meeting was held on October 19th. One qualified bid was received on November 28th. The bid was well over the engineer's Opinion of Probably Construction Cost (OPCC). Based on information provided by the bidder, V&G has revised the bid documents to remove the requirement to maintain tenant occupancy and operation of the HVAC system during the replacement. The Invitation for Bids (IFB) will be issued in April. Once a reasonably priced contract is received, the FMA will need to temporarily relocate the two tenants in the building during the 4-month project construction schedule.

Building 138 HVAC Upgrades – PACE Engineering has 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 drawing approvals have been received from DEB. The FMA issued the IFB on February 8th. Three bids were received on March 29th. The FMA has evaluated the bids and issued the Notice of Intent to Award on April 4th. Construction is expected to begin in May.

Building 5/6 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. Due to the failed equipment, the FMA rented a temporary boiler that was installed and started on December 6th and disconnected on March 29th.

Casemate 21 HVAC Replacements – The FMA has executed a project order with V&G for the replacement of the HVAC system in Casemate 21 which houses the Museum Education Center and the Chapel Center. Final drawings were approved by DEB in March. The FMA expects to issue the IFB by the end of April.

Building 28 HVAC Replacements – The FMA used the JOC process to replace the two failed boilers that provide heating for the entire building with a single boiler in January. The AC portion of the contract involved installing 3 mini-splits for the new residential and commercial leasing offices. Before the 3 mini splits could be installed, the state Job Order Contracts expired. Work on the A/C portion of the project was halted until the state procurement for new job order contractors could be completed. DGS issued a notice of intent to award the new job order contracts (JOCs) on March 29th so work should commence on this and other JOC projects in April.

Building 139 HVAC Replacements – The FMA is using the JOC process the failing boiler and chiller in Building 139 with like-kind equipment. This project is on hold pending the reissue of the JOCs.

Chapel of the Centurion (Building 166) Fire Notification System – The wooden church does not currently have a fire monitoring/notification system. The FMA is using the JOC process to install a fire monitoring system with wireless sensors to provide notification to the fire department. This project is on hold pending the reissue of the JOCs.

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. The FMA has engaged Guernsey Tingle (GT) to assess the window and building envelope conditions. The FMA received the assessment report and issued a project order to GT to design the window replacement project. GT has finished the drawings revisions. GT and FMA met with the VMRC to review the project scope. DEB has determined that the drawings do not require DEB review. The FMA issued the IFB on April 1st.

Sewer and Water Service for Building 106 – The new lease for Building 106 requires the FMA to install water and sewer service to the building, since no restrooms facilities currently exist. Veolia has commenced extending the water and sewer service lines to the building. The work is expected to be completed by mid-April.

Residential Properties

The residential inventory consists of 170 leasable units, excluding the eight units that will be rehabilitated as described below. Residential occupancy continues to be above average for the marketplace, as summarized below:

| | |
|--------------------------------------|-------|
| Residential Inventory (as of 4/5/24) | 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 | 5 |
| Near-term vacancies pre-leased | 1 |
| Controlled availability | 0 |
| Occupancy % of leasable units | 98.2% |

Residential Capital Project Management – Maintenance Reserve Projects

The 2023 Special Session I amended FY23-24 budget includes \$7.04 million “for rehabilitation of historical residential buildings at Fort Monroe.” The FMA will prioritize the 5 building renovation projects to get construction started as soon as possible.

Rehabilitation of Building 14 – Hanbury has completed the construction drawings and opinion of probable construction cost for the rehabilitation of this 1880s single-family residence. The Division of Engineering and Buildings (DEB) has reviewed the construction drawings and specifications. The project is ready for bid. The FMA received a Saving America's Treasures grant to fund 50% of the probable construction cost for project. The FMA expects to issue the IFB for Building 14 first to meet the schedule requirements of the SAT grant. 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 will require Hanbury to make changes to the drawings. The revised drawings were submitted to DEB and final approval was received on February 5th. The FMA is awaiting NPS concurrence prior to issuing the Request for Qualifications required by the SAT grant.

Rehabilitation of Building 15 – Q-Design Architects has completed construction documents for the scope of repairs on this 1870s residential duplex. This project is on hold pending completion of Buildings 14, 62, and 63.

Rehabilitation of Building 19 – Q-Design Architects has completed construction documents for the scope of repairs for this 1870s residential single-family dwelling. This project is on hold pending additional completion of other 4 rehabilitation projects.

Rehabilitation of Building 62 – Commonwealth Architects completed the construction drawings and specifications for this 1880s residential duplex. The construction drawings were approved by DEB and issued for bids. The FMA did not accept the bids due to the cost. With the additional capital funding approved in the amended FY23 budget, the FMA is moving forward with readying the project for bid. Given the passage of time since the original plan approval, Commonwealth Architects will need to update the drawings, and the drawings will require DEB approval. Once DEB approval is received, these plans will be issued for bids with Building 63 after Building 14 is under construction.

Rehabilitation of Building 63 – Commonwealth Architects has completed the construction drawings and specifications for this 1880s residential duplex. The construction drawings were approved by DEB and issued for bids. The FMA did not accept the bids due to the cost. With the additional capital funding approved in the amended FY23 budget, the FMA is moving forward with readying the project for bid. Given the passage of time since the original plan approval, Commonwealth Architects will need to revise the drawings, and the drawings will require DEB approval. Once DEB approval is received, these plans will be issued for bids with Building 62 after Building 14 is under construction.

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 35% drawings from Hanbury on February 20th. The FMA returned the drawings with comments to Hanbury and is waiting for design drawings from Hanbury before issuing the project for bids. The project is not expected to require DEB review.

Asphalt Roof Replacements – The FMA has determined that Buildings 3, 16, 18, 61 and 129 will be the focus of the next round of asphalt roof replacements. Based on the work completed on the first two rounds of roof replacements, this round of roof replacements will be designed by Guernsey Tingle (GT) and will be issued as a sealed invitation for bid. The condition assessment has been completed by Roof Consulting Services and GT is incorporating the condition assessment report into the bid documents. The FMA met with GT to review the project drawings on January 17th. GT is making final revisions to the drawings before the FMA submits the drawings to DEB for review.

Exterior Improvement Projects / Building 118 – The FMA has restarted the Exterior Improvement Project (EIP). The FMA issued the IFB for Building 118 on May 11, 2023. Only one bid was received. The contract for Building 118 repairs was awarded in July 2024. The work on Building 118 was substantially completed in February. Once the work on Building 118 is complete, the lessons learned from the Building 118 project will be incorporated into the Building 120 documents before they are issued for bids later in 2024. Building 102 will be the next building followed by Buildings 136 and 137.

Exterior Improvement Projects / Building 120 – Drawing on the lessons learned from the Building 118 project, Q-Design is preparing the drawings for the EIP project for Building 120, an identical building to Building 118. The documents have been received, and the IFB will be issued after the updated drawings have been reviewed by FMA. Building 102 will be the next EIP project, followed by Buildings 136 and 137.

Portico Roof and Sunroom Window Replacement on 9 Quadplexes - The wooden casement windows on the enclosed sleeping porches on the nine Reeder buildings (36 units in total) installed in the early 1990s have reached their functional obsolescence. In addition, the design of the copper roofing system on the portico entrance roofs on the Reeder buildings has led to recurring water intrusion that has damaged the portico roof structures. Guernsey Tingle has completed the construction documents and the drawings have been reviewed by DEB. The project is temporarily on hold pending other project workloads.

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 is temporarily on hold pending other project workloads.

Site-wide Capital Project Management

Capital Project Management – Maintenance Reserve Projects

Multi-Building Roof/Railing Project – Guernsey Tingle (GT) produced a project manual and separate drawings for two identical four-unit apartment buildings (Building 143 and 144). The FMA issued the IFB for Buildings 143 and 144 on July 7th. A single bid was received by the deadline on August 31st. The FMA issued a contract to the single bidder. A notice to proceed was issued on January 4th. Work commenced on Building 144 on January 29th. The project is expected to be completed in October. The FMA is evaluating which of the four remaining buildings will be issued for bids next.

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 on the work to redirect the sump pump discharge to stormwater for these 13 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. The project is on hold until additional funding is appropriated.

Engineer Wharf Structure Assessment – McPherson Design Group (MDG) has submitted preliminary drawings for repairs to the Engineer Wharf pier and the drawings have been reviewed by DEB. DEB has provided comments and MDG has responded to the comments. The FMA is awaiting DEB response on the MDG responses. A portion of the railing for the Wharf has failed and the T-head portion of the pier has been closed until repairs are made.

West Bastion Gun Exhibit and Postern Gate Glass – The Fort Monroe Historic Preservation Officer and Procurement Manager were awarded a Saving America's Treasure grant application for 50% of the probably cost of the project. 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 received the revised construction drawings from Hanbury. The Request for Qualifications was issued on December 15th. RFQ responses were due on January 29th. One submittal was received

by the deadline. After evaluating the single response, the FMA has elected not to issue a contract for the work. The FMA is evaluating options for the project.

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 engaged Kimley-Horn to develop the scope of work and project manual for the tank removal. Kimley-Horn delivered bid documents in March and the FMA has completed review of the project manual. The DHR consultation was completed. The FMA received approval for the water tank demolition from the Art and Architectural Review Board (AARB) and the demolition permit from DEB. The IFB was issued on August 23rd and multiple bids were received on October 18th. The FMA has issued the contract for the removal. The water tank structure was removed on February 21st. Some underground work remains to be completed.

Removal of Temporary Buildings T-99 and T-104 – The FMA has engaged McPherson Design Group to develop the scope of work and project manual for the building removals. Veolia has provided information on the utility service lines in the area. The bid documents are nearing completion. DEB, AARB and DHR consultation must be completed before the project can be submitted for bids. This project is expected to be completed in 2024 pending project workloads.

Capital Project Management – VPBA Projects

Mercury Boulevard Water Line Replacement – The notice to proceed was issued to Suffolk Utility Construction on September 8, 2022. The horizontal directional drilling subcontractor has completed the installation of the water line under Mill Creek. The contractor has received the materials and is actively working to make the connections to the Newport News Waterworks (NNWW) distribution system in Phoebus. The project was expected to be complete March 1, 2024, but the timeline has been extended to November 1, 2024, due to the delay in material delivery.

Outer Moat Wall (Counterscarp) Repairs – Hanbury and Wiss, Janney, Elstner Associates (WJE) has submitted the Preliminary Engineering Report (PER). The FMA and Kimley Horn reviewed the PER and requested Hanbury and WJE to develop the 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. The FMA is evaluating next steps on the project. This project has been placed on hold for staff to focus on other pressing projects.

African Landing Memorial Site Design – A contract has been awarded to Baskervill & Son, P.C. (dba Baskervill) for the Schematic Design Phase. Baskervill has delivered the conceptual site plan and cost estimate. The FMA Board has approved the

conceptual site plan. A revised contract has been issued to Baskervill to begin construction drawings. Preliminary design drawings have been submitted to DEB. The site improvement project was approved by AARB at its February meeting. Revised drawings were received from Baskervill in March. The FMA has provided comments on the revised drawings. The FMA is awaiting updated drawings before submitting them to DEB. Drawings are expected to be completed by May 2024.

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.

Front Entrance Redesign – The FMA has received the notice of allocation of the \$550,000 from the Federal Lands Access Program grant funding the front entrance design project. The FMA has executed the Project Administration Agreement with VDOT. After evaluating the current workload, the FMA has requested that VDOT manage the project. VDOT has agreed to manage the project for the FMA and 35% drawings are under development.

Utility Master Plan – McNair Road Improvements – Whitman, Requardt & Associates (WRA) was engaged for the PER for McNair Road Improvements. The FMA has received the PER and has reviewed the report. The FMA Board endorsed the conceptual plans. Based on the delay in the marina's development, this project is on hold.

Utility Master Plan – Ingalls Road Improvements – The FMA has received a proposal from WRA for the preliminary engineering project proposal for the Ingalls Road area utility improvements. With the McNair Road project on hold, this project will become the priority since it provides upgraded water service to the two redevelopment sites currently under option agreements with FM Lofts. The FMA has requested DPB approve the unused \$2.4M allocated VPBA funds towards the Ingalls Road PER project. DPB has indicated that it will not approve the project until the \$50M capital funding becomes available once the FY25-26 budget is signed.

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 3 sections – metering, lighting, and distribution.

- Metering – Dominion and FMA are working on commercial buildings 206, 218, 221 and 243 as the next phase of the metering project. The parties are working to install.

residential meters on the 11 duplexes along Patch Road and Moat Walk. The next round of residential metering upgrades is currently being developed as part of the overall electrical system upgrade project.

- Lighting –Dominion is still working to install 12 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 has replaced 46 streetlights along Fenwick and Patch Roads, from the NPS-FMA boundary south to Griffith Street. The FMA is working on the next phase of light pole replacements.

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 approval of the EIR is required prior to work commencing. The FMA has requested approval for \$4.1M project funding from the previously allocated \$40.3M VPBA funds. 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. DPB has indicated that it will not approve any additional funding for the Dominion project until the \$50M capital funding becomes available once the FY25-26 budget is signed.

Infrastructure Project Management – VDOT-funded Projects

The FMA worked with Veolia to complete the FY23 VDOT Urban Maintenance funded projects with the funds transferred from the City of Hampton. A supply delay on the poles delayed the installation of the No Parking on Grass regulatory signage at key locations across the Commonwealth property where the FMA has experienced cars parking on the grass in areas where adequate surface parking is available. All No Parking on Grass signs on both NPS and Commonwealth property have been completed. Work on the balance of the inner fortress traffic calming measures and pedestrian safety upgrades commenced in March and is expected to be completed in April. The last remaining portion of the project, which involves the installation of new resident parking spaces and the removal of numerous outdated Army signs, will be completed once the roadway improvements are complete.

VENUES, EVENTS, AND MEDIA PRODUCTION REPORT (VEMP)

Special Events

This year, mid-February through mid-April has been slower compared to previous years in terms of events at Fort Monroe. We aided with small administrative and other department events but were primarily focused on fully standing up our Media Productions division and planning for events coming up through spring and summer and beyond. We have been hosting regular meetings planning several events including Contraband Commemoration in May, Clean the Bay Day in June, Music by the Bay Summer Concert Series, African Landing Day in August, and we have even been meeting with different sub-groups of the VA 250 Commission planning.



Youth Black History Fest in February was a great success!! Planning is underway for a robust spring and summer series of events here at Fort Monroe.

Venue Rental Update



Venue rentals remain steady. We currently have 38 events booked for 2024, which is comparable to last year at this same time. Trends over the past few years have shown that we have been averaging 62.6 private events per year. The average compared to the current number of events would indicate that most of our bookings are scheduled in the first two quarters of each year. This leads us to believe we should increase our marketing efforts through the summer and fall, pushing and promoting more bookings for November and December.

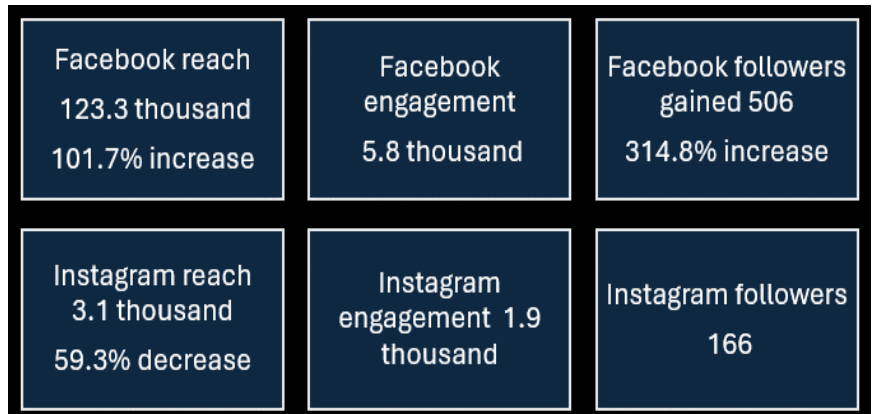
Comparing the total revenue from 2023 to our current revenue in 2024 indicates that we are on track and even ahead in some ways.

| 2024 Revenue (y.t.d. totals) | 2024 Events (y.t.d. totals) | 2023 Revenue (calendar year totals) | 2023 Events (calendar year totals) |
|---------------------------------|--------------------------------|-------------------------------------|------------------------------------|
| Total Revenue: \$45,340 | Total Events: 38 | Total Revenue: \$63,144 | Total Events: 73 |
| Public Event: \$200 | Public Event: 6 | Public Event: \$700 | Public Event: N/A |
| Bandstand Only: \$4,060 | Bandstand Only: 10 | Bandstand Only: \$9,559 | BS only: 30 |
| Chapel Only: \$550 | Chapel Only: 2 | Chapel Only: \$3,650 | Chapel only: 5 |
| CGR&G: \$37,805 | CGR&G: 14 | CGR&G: \$43,887 | CGR&G: 18 |
| Building 75: \$350 | Building 75: 1 | Building 75: \$325 | Building 75: 4 |
| Other: \$2,375 | Other: 8 | Other: \$5,025 | Other: 13 |

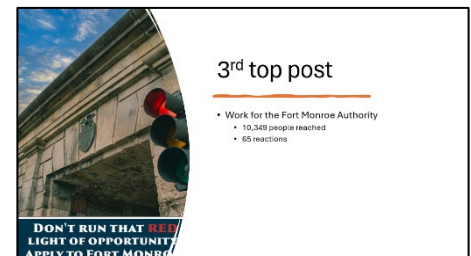
Media Production Update

As noted above we have spent the last several months standing up and formalizing our Media Productions division of VEMP. In the past we have produced content and hosted online live events, but with the addition of a full-time Media Production staff member, we are able to take this side of our public engagement to entirely new levels. In previous reports I have mentioned the “Discover Fort Monroe” series which airs every Friday on social media, but this is just one aspect of Media production. The goal of this position and division is to promote and educate the public about Fort Monroe, specifically the Fort Monroe Authority, and all the aspects of what it takes to keep things running. We do this by providing content that is specific and engaging. Because we have a staff member in place who can capture, edit, and provide content daily we have seen

significant increases in social media engagement, particularly in our Facebook traffic over the past few months. Surprisingly, we have seen a decrease on Instagram. From January 1st to March 31st, we have been able to track and record the data in the chart to the right and compare this data to the same time from last year (2023).



Also, we have started keeping track of what posts are the most engaging for the public, and what content is receiving the most response. Below are our top three posts of 2024. (January 1 – March 31).



MUSEUM, EDUCATION, AND INTERPRETATION REPORT

The Museums, Education and Interpretation Department spent the first few months of the new year discussing various history topics pertinent to Fort Monroe. We identified key areas that needed greater exploration and set about figuring out a way to expand our knowledge. We reached out to two key partners: the Hampton History Museum and the Training & Doctrine Command History Program Office (TRADOC HHO) at JBLE-Fort Eustis. Staff at the Hampton History Museum have done extensive research on Point Comfort in the 17th and 18th Centuries and came to Fort Monroe twice to share their knowledge and resources with the MEI team. From these meetings new ideas for programs and tours specifically in support of the VA 250th commemoration of the American Revolutions. The History Office at TRADOC offered to provide the MEI staff with two professional development opportunities to learn more about Fort Monroe's role in the Civil War, particularly in support of the 1862 Peninsula Campaign. TRADOC conducted their "history staff ride" for the MEI team, during which we were able to experience how soldiers today learn history in the Army and to get a better understanding of how geography played a role in Fort Monroe's Civil War experience. The staff were given reading assignments to prepare for the program which was followed by map reconnaissance on the numerous battlefields from Hampton to Yorktown. Plans are being made for the winter months of 2024-2025 to continue learning more about the area's history and the relationship to Point Comfort, Old Point Comfort and Fort Monroe.



EDUCATIONAL PROGRAMS

Education programs have continued to draw in students from the Hampton Roads area from public and private schools in Norfolk, Newport News, and Virginia Beach, as well as Mathews High School from Mathews County, and Richard Wright Public Charter School from Washington, D.C. There are 16 programs between January and March, with half being homeschool co-ops. A total of 393 students came for either K-12 programs or our high school program called *What is Freedom*. In January, the Education Programs Manager delivered another class with Warrant Officers from Joint Base Langley-Eustis. They conducted two professional developments with staff from the St. Luke's Church and Museum, and teachers with the Nobis Project.

Over the last three months, we have seen an uptick with outreach requests. The Education Programs Manager created an outreach box of activities and reproductions to take to such events. They attended the Black History Living Museum night for 4th grade students at Kiln Creek Elementary School (Newport News Public Schools), a Civil War Day at Red Mill Elementary School (Virginia Beach Public Schools) and a STEAM Night at Glenwood Elementary School (Virginia Beach Public Schools). The STEAM Night was a very unique opportunity as we were one of only two historical organizations invited to have a table. The Education Programs Manager took our arch building blocks to demonstrate the engineering techniques to building Fort Monroe. Outside of these normal, and newly normal programs, the Education Programs Manager also presented with the FMA Executive Director, Director of MEI, and Dr. Wanda Tucker to students at Hampton University to discuss internship opportunities. Fort Monroe MEI currently has two CNU students as interns working in archival collections management and exhibit design. The Education Programs Manager is the internship coordinator.

VISITOR ENGAGEMENT

There are many new initiatives in the area of Visitor Services. Projects are underway to create an audio tour of the Casemate Museum and design an interactive game for youth in the Visitor & Education Center to name a few. Work also continues establishing protocols for safety, security, and general operations that all new MEI staff can be trained on as part of their onboarding. The MEI volunteer handbook is now updated, with current information and a system to acknowledge and reward volunteers for their time and talents. Many strides have been taken over the past six months to train professional staff that can work in more than one area of the museum or visitor center operations. This includes cross-training on tours and programs, which in turn provides support for all the MEI team. With the expansion of tour offerings and impromptu interpretive sessions for visitors, we expect that numbers and interest will continue to increase over the next year.



Visitor Services staff conducted two months of special tour programs, one for Black History Month titled *Black Legacies: Be inspired by the individuals who shaped the history of Fort Monroe. Walk in their footsteps and experience the historical sites within the fort where their legacies began*; the other for Women's History Month titled, *Impactful Women: Celebrate the contributions to history, culture and society by the women of Fort Monroe. Explore what it takes to make a lasting change and how these women are an inspiration for future generations.*

Working with materials from the archives and focusing on stories the public was not familiar with provided an excellent opportunity for MEI staff professional development and to create programs specific to their own interests.



Two Visitor Services staff were presented a certificate from the *100 Black Men Virginia Peninsula Chapter*, an organization that mentors young people. On Friday, March 22, the organization's Vice President, Mr. Kenneth Rich, came to the VEC to say thank you for the staff's support of their programs, specifically the *Pursuit of Freedom Tour* that was given to the group, which received many accolades from participants.

Visitor engagement activities focus on creating meaningful experiences for everyone. The total number of participants for the first three months of the year increased by 55% over last year. Several ideas for new tours were developed and even more are coming! Here are the current offerings:

History Tour of Fort Monroe

Start your journey through history with the stories and experiences of the Kikotan tribe, and of the first Africans brought to Virginia. Continue into the largest stone fort in North America to learn about the unique structure of the fort, the changes of the use of the fort over time, and the people who created lasting legacies at Fort Monroe.

Pursuit of Freedom

Discover what freedom means to you through the lens of the African American experience at Fort Monroe. Take a moment to reflect on the triumphs and setbacks of enslaved individuals in the pursuit of freedom. Grow deeper in understanding how the institution of slavery, emancipation, and civil rights have impacted the various ways people define freedom.

Mission: Fort Monroe

Be on the front lines as you discover 200 years of military history while walking the seawall. Traverse the fort from a unique vantage point and explore the impact of Fort Monroe on military training, logistics and beyond.

Uncovering the Secrets of Fort Monroe

Unlock special behind-the-scenes areas within Fort Monroe on this tour. Explore various important buildings and structures and learn about their historical significance in the story of Fort Monroe.

Public Programs

Popular FMA programs are returning in 2024, including the quarterly Fort Talkers lecture series, and the monthly children's book club, Rampart Readers.

We are also adding new youth programs, Legacy Leaders, and Fort Friends. Legacy Leader's Youth Program encourages children to interact with the exhibits in the Visitor and Education Center, Casemate Museum and beyond through digital interactives and special events. Geared towards youth ages 6-11, participants engage with digital games to earn pins. Fort Friends is a monthly, caregiver and me style program where adults and children ages 3-5 will get to interact and engage with various themed activities, connected to Fort Monroe's unique history and environment, that will promote sensory exploration and problem-solving.

We are also developing partnership and outreach programs, such as the Mosaic Festival with the Hampton History Museum on April 20, 2024. We are also keeping an eye towards diversity by planning on attending local powwows to engage with Indigenous groups. We are supporting our partnership with NPS by planning to have a table display about Civil War games and pastimes at their popular Garrison Life event in April.

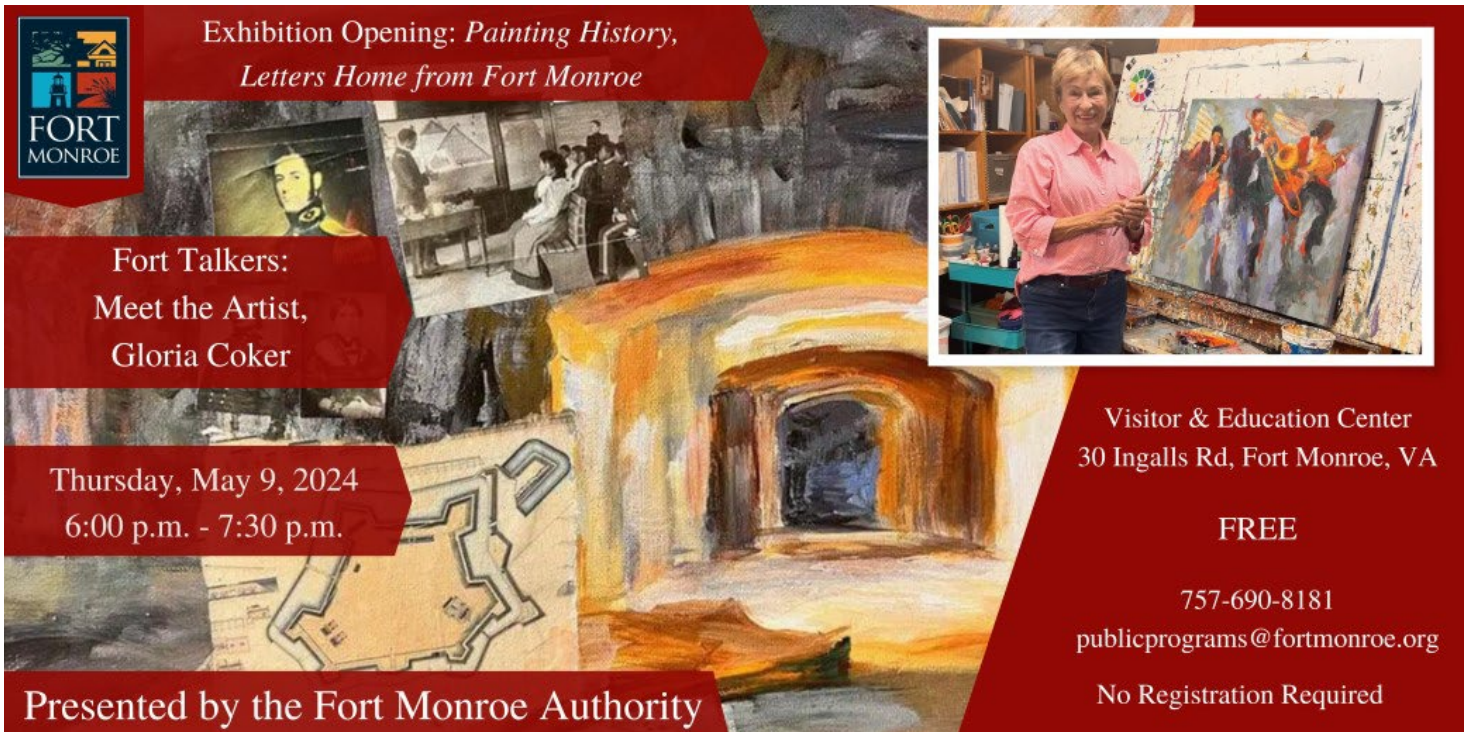
FMA Hosts Living History Program to Commemorate the Battle of Hampton Roads

To commemorate the anniversary of the Battle of Hampton Roads, on March 9, 2024, Fort Monroe was proud to host a living history program. From 10:00am to 4:00pm visitors to the Casemate Museum had an opportunity to engage with members of the NY 99th Volunteer Infantry, Company D, who interpreted the experiences of Union soldiers at Fort Monroe during the Civil War and the historic Battle of the Ironclads.



The NY 99th regiment was originally organized as a naval brigade in May of 1861 and then reorganized as an infantry regiment in August. They served at and around Fort Monroe from 1861 to 1864, with Company D serving on the U. S. frigate *Congress*, which took part in the naval engagement in Hampton Roads, on March 8 and 9 of 1862. During that historic battle, the *Congress* was attacked by the *CSS Virginia*, also known as the former *US Merrimac*, and after an hour of unequal combat, the badly damaged *Congress* was forced to surrender.

Interpreters with the NY 99th were stationed inside the Casemate Museum and engaged with approximately 130 visitors about the historic battle. Their displays and interpretation included specific impressions of sailors on the *Congress*, as well as soldiers stationed inside the fort, providing a well-rounded look at service at Fort Monroe during the Civil War.



Exhibition Opening: *Painting History, Letters Home from Fort Monroe*

**Fort Talkers:
Meet the Artist,
Gloria Coker**

**Thursday, May 9, 2024
6:00 p.m. - 7:30 p.m.**

Presented by the Fort Monroe Authority

Visitor & Education Center
30 Ingalls Rd, Fort Monroe, VA

FREE

757-690-8181
publicprograms@fortmonroe.org

No Registration Required

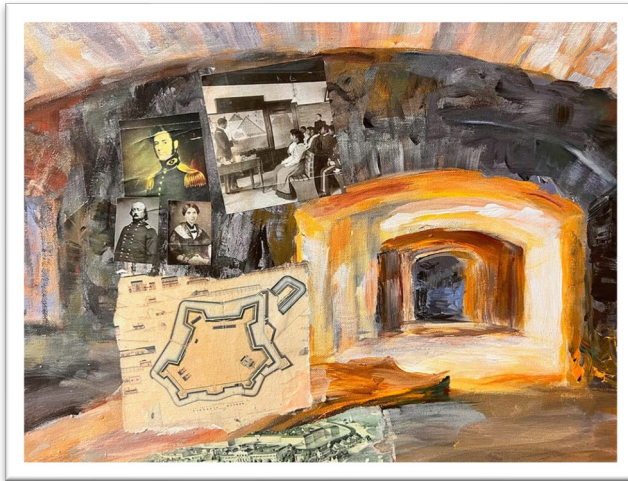
New Exhibit Opening May 2024

On May 9, 2024, we will host our first Fort Talkers program of the season, which will feature an artist talk with Gloria Coker, highlighting our new temporary exhibit of her artwork, *Painting History: Letters Home from Fort Monroe*. Part lecture and part gallery opening, the reception will include refreshments, and an opportunity to visit the

Casemate Museum and speak to the exhibition curators, FMA Interns Carmela Wark and Molly Simmons (both part of the Internship Program).

We are excited to display Gloria's works, which feature mixed media reproductions of Fort Monroe collections items including historic prints, photographs, and letters. The letters featured are ones written home from soldiers stationed at Fort Monroe during the Civil War period. Gloria expertly mixes these letters into scenes of contemporary visitors to the museum, some even writing letters themselves, bringing the past to the present in a meaningful way for viewers.

The exhibit will be placed in the Parade side of the Living Quarters Casemate, which was chosen for its natural connection to home. While the Casemates themselves did serve as housing during various periods, it wasn't necessarily the home that soldiers were longing for in their letters. The exhibit will also feature other collections items that reflect daily life at Fort Monroe, a home away from home for soldiers. The exhibit will run from May until mid-October 2024.



MEI 2024 Programs

In February an MEI meeting was held to talk about programming ideas, and to review what worked and didn't work in 2023. All agreed that in-person programming is preferred and it is important to have something that would be interesting to a wide range of potential participants. Below is a synopsis of planned programs.

Rampart Readers

Join the Fort Monroe Authority's monthly children's book club, *Rampart Readers!* Beginning July 6, we will meet on the first Saturday of the month to read, and create, exploring a theme connected to Fort Monroe through a book and a corresponding craft activity. Sessions are at 10:00 am and 1:00 pm which are best suited for children ages 5-8.

- Monthly Start first Saturday in July
- Two sessions, 10-11 and 1-2
- Theme parallels with Fort Friends
- Dates
 - July 6, 2024
 - August 3, 2024
 - September 7, 2024

- October 5, 2024
- November 2, 2024
- December 7, 2024

Fort Friends (NEW)

Let's investigate! In this "caregiver and me" style program, adults and children will get to interact and engage with various themed activities that will promote sensory exploration and problem-solving all while having fun. Program best suited for children ages 3-5.

- Monthly
- First Wednesday
- 9:30-10:00
- Dates:
 - July 3, 2024
 - July 31, 2024
 - September 4, 2024
 - October 2, 2024
 - October 30, 2024
 - December 4, 2024

Legacy Leaders (NEW)

It's time to engage! Legacy Leader's Youth Program encourages children to interact with the exhibits in the Visitor and Education Center, Casemate Museum and beyond through digital interactives and special events. Start your journey today by picking up your Legacy Leader lanyard at the Visitor and Education Center. Program best suited for ages 6-11.

- Ongoing Programming guests can engage with at VEC.
- Based on Tavian's virtual games.
- Soft Launch Feb 10, Full Launch Memorial Day Weekend.

Living History with the 99th NY

- March 9 Battle of Hampton Roads
 - Join the NY 99th Volunteer Infantry, Company D for a living history program on the anniversary of the Battle of Hampton Roads. Learn from historic interpreters about the experiences of Union soldiers at Fort Monroe during the Civil War and the historic Battle of the Ironclads!
- June 8 Battle of Big Bethel
- Veteran's Day
- Date in August TBD

Fort Talkers Series

The Fort Monroe Authority will host a quarterly program in which we will host conversations about diverse topics related to Fort Monroe, including history topics, artist and literature talks, environmental and ecological sessions, and more! Program best suited for adult audiences.

- Quarterly
- Topics Expand beyond history.
- Time becomes flexible to allow evening programs.
 - Daytime Slot 1:00pm-3:00pm
 - Evening Slot 6:00pm -7:00pm
- Hybrid Program, In person and Livestreamed
- Dates
 - May 9, 2024
 - September 12, 2024
 - December 12, 2024
 - March 13, 2025

Living History with the 99th NY

- March 9 Battle of Hampton Roads
 - Join the NY 99th Volunteer Infantry, Company D for a living history program on the anniversary of the Battle of Hampton Roads. Learn from historic interpreters about the experiences of Union soldiers at Fort Monroe during the Civil War and the historic Battle of the Ironclads!
- June 8 Battle of Big Bethel (pending confirmation)
- Veteran's Day- (pending confirmation)
- A fourth date in August as Suits 9(pending confirmation)

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 5, 2024, to April 8, 2024, the Department of Cultural and Natural Resources reviewed 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 two (2) of the submitted projects to date with one (1) VDHR consultation currently under review at the time of this report.

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 list of some of those projects is provided further in this report.

Since 2017, the FMHPO and staff have reviewed well over **547** projects for compliance to the governing documents and to date **302** 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-eight (68)** projects that are all at differing levels of complexity and orders of magnitude.

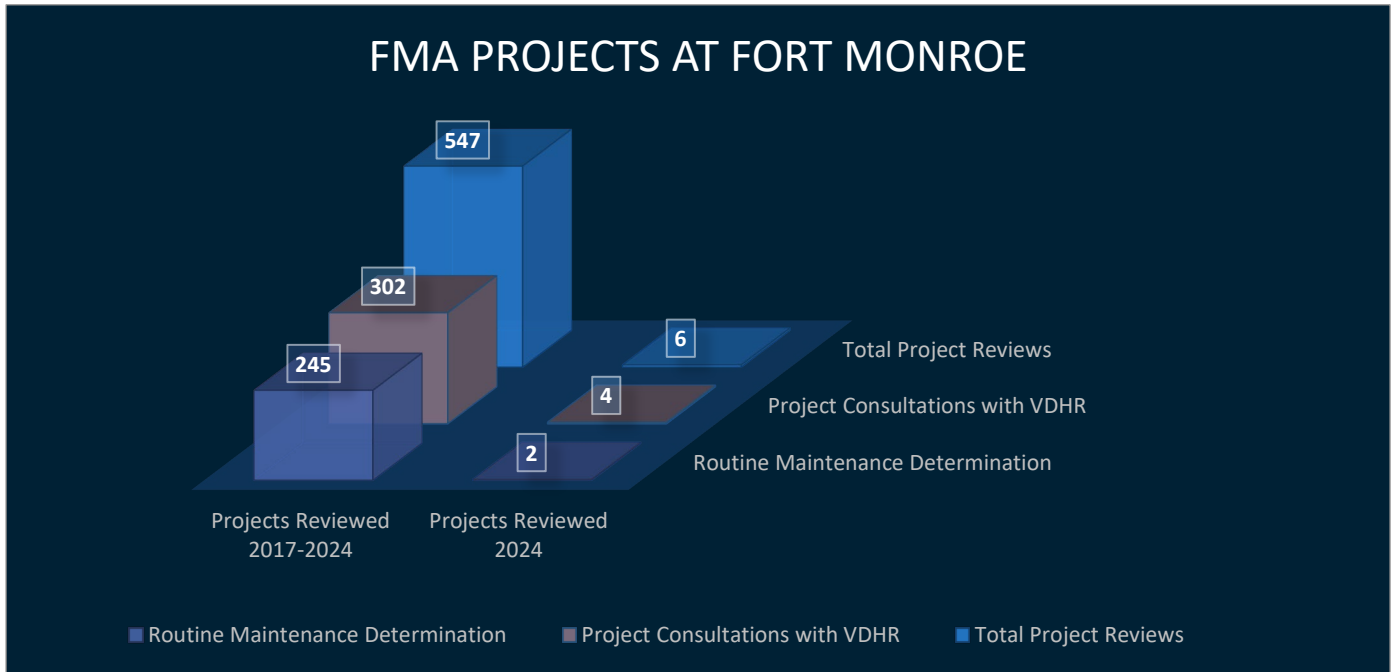


Table illustrates project reviews carried out by the FMHPO and Staff since 2017

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 FMHPO resubmitted the amended rehabilitation design and supporting documentation on March 6, 2024. The resubmitted rehabilitation design and NEPA worksheet are currently under review by the NPS technical review staff. The DHR has reviewed the amended rehabilitation design and has provided their concurrence with the project to the FMA.
 - **Buildings 15 & 19 – (No Update)** The project remains in the development stage 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 – (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 summer of 2024.

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:
 - Individual building updates
 - Buildings 143 & 144
 - Contractor has mobilized and work has begun at B.144. All columns have been removed in preparation for repair and or replacement. Two (2) new columns are in the process of being manufactured to match the originals. Railing stanchions are in the process of being installed in order to connect new roof top balustrade systems that have been designed to match that of the original intent. Roofing work is also underway at B.144. The work at Building 143 will get underway soon once most of the required known conditions are understood at Building 144.
 - Building 119 (Design complete. Not rebid to date)
 - Buildings 141 & 142 (Design complete. Not rebid to date)
 - Building 171 (Design complete. Not rebid to date)

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

Buildings 33, 34, 35, 43, 44, 45, 51, 52 & 54 – (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 in the final stages of development of 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 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 buildings listed have previously been through the continuing review process but will do so again as an amendment if the scope of work changes in the development of the new roofing replacement design.

The development of the roofing replacement design is underway, and the finished design will be provided to the DHR for consultation and once concurrence is received by the DHR the project will proceed with the bid process to engage a qualified contractor.

Building 5 Mansard Roof and Cupola Repair Project – (No Update)

- The scope of work includes the returning the mansard roof and cupola to the original intent to include reintroduction of the oculus windows of the mansard as well the restoration of the windows of the cupola.

The project is the lowest design priority now due to the structure being in a stable and waterproof condition. The selected A/E has yet to perform fieldwork to review existing conditions and collect necessary field data to proceed with the repair design.

Building 166, Chapel of the Centurion Lead Based Paint Encapsulation Project – (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 FMHPO removed samples of original first period wooden materials for wood identification purposes. The samples were analyzed, and the results were as suspected. *fig. 1*

| | | |
|----------------------------|-------------------|---------------------------|
| 1 – 001 – B.166 Board | Yellow Pine Group | <i>Pinus sp.</i> |
| 2 – 002 – B.166 Batten | Bald Cypress | <i>Taxodium distichum</i> |
| 3 – 003 – B.188 Window Jam | Bald Cypress | <i>Taxodium distichum</i> |

Fig. 1: Results of Wood Identification at Chapel of the Centurion

The selected A/E has provided the FMA with the preliminary drawings for review and comments have been sent back to the A/E for incorporation into the final Working Drawings. The design is currently at approx. 90%.

Building 80 Porch and Railing Repair – **(Update)**

- The intended scope of work is for the repair of the deteriorated portions of the steel porch and railings of Building 80. The buildings structural steel beams and railings associated with the porch have areas of deterioration that must be addressed prior to becoming a structural concern. A repair design will seek to first perform a conditions assessment and based on that assessment provide a design that will seek to make the necessary repairs to stabilize the porch structure.

The selected A/E has provided the FMA with the preliminary drawings for review and comments have been sent back to the A/E for incorporation into the final Working Drawings. The design is currently at approx. 90%.

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 – **(No Update)**

On February 2, 2024, the adaptive reuse project was reviewed by the Art and Architecture Review Board (AARB) on the consent agenda. The AARB reviewed the project and approved the final design to proceed.

The Division of Engineering and Buildings (DEB) has reviewed the project for permit and returned comments for responses on January 26, 2024. At the time of this report, the Architect of Record is currently engaged with their client in responding to the DEB comments.

Building 100 – **(No Update)**

On February 2, 2024, the adaptive reuse project was reviewed by the Art and Architecture Review Board (AARB) on the consent agenda. The AARB reviewed the project and approved the final design to proceed.

The Division of Engineering and Buildings (DEB) has reviewed the project for permit and returned comments for responses on January 26, 2024. At the time of this report, the Architect of Record is currently engaged with their client in responding to the DEB comments.

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

The FMA has been advised that the Phase I stabilization and remediation portion of the project has begun. This phase also includes the temporary repair of the existing roofing system to mitigate water infiltration in the leadup to the adaptive reuse project.

Phase II, which encompasses the adaptive reuse design and implementation is still in design and once complete will need to seek compliance to Section 106 as well as the requirements of the Fort Monroe Governing Documents. Currently this design is Preliminary design level and will soon be submitted to the Division of Engineering and Buildings (DEB) for review.

Fort Monroe Preservation Department Update – (No Update)

To date the FMA has not identified a prospect for the position of *Manager of Preservation Trades*.

Archaeology - (Update)

Fort George Archeology: Semiquincentennial (SEMI) Grant Award

As previously reported, the FMA received a Semiquincentennial grant award to assist in the Fort George Resource Protection project. The project performance period is September 1, 2023, to October 31, 2026.

On February 9, 2024, the FMHPO submitted to the NPS Grants Management Specialist and Technical Reviewer(s) via Section 106, all required documentation that is to be reviewed for approval per the stipulations of the grant. These documents included James River Institute of Archaeology's (JRIA) qualifications and project research design, FMA staff qualifications, past archeological testing reports as well as the NEPA worksheet. These documents were sent to the NPS for review and approval prior to the project proceeding. It is anticipated that the review and approval will be forthcoming from the NPS prior to the beginning of June 2024.

During the period from February 5, 2024, to April 8, 2024, the FMA Archaeologist and Cultural Resources Specialist processed several new projects for review, including the following:

- FMA/MEI Living History Camp Program
- McNair Drive Soil Borings
- Bldg. 247 Naval Training Antennae Installation
- Bldg 102 Unit B Kitchen & Laundry Room Refresh
- Oozlefinch Temporary Tent Installation

The FMA Archaeologist also submitted consultation letters for the following projects:

- Bldg. 106 Utility Installation (2024-3169)

Monitoring & Collecting Artifacts from the following projects:

- Utility Master Plan Soil Borings/McNair Drive (2023-5124)
- Emergency Ground Disturbance/Wastewater Repair at Theater (2024-3330)
- Phase II Sump Pump Removal/Tidball Road (2022-4054)
- Bldg. 106 Utility Installation (2024-3169)

Attending the following Meetings:

- Fort Monroe 2023 Annual Status Meeting.
- NPS Semiquincentennial Grant Program Submission Zoom Meeting
- ALM WD Comments Meeting.
- ALM WD Comments Review Zoom Meeting.
- Meeting with USCG Remediation Program Manager for Lighthouse remediation project.

Other activities during the period include:

- Reviewed & commented on NPS Semiquincentennial Grant research design.
- Delivered Final Draft of 2023 Fort Monroe Annual Archaeological Report (2022-0190) to Army, NPS, and DHR.
- Wrote Draft Annual Report (2022-0190) and delivered to DHR.
- Reviewed and commented on Fort Monroe NHL Update for Army.
- Reviewed 2023 Annual Status Meeting PowerPoint presentation.
- Documented Water Tank Demolition.
- Participated in FM personnel video and Fort George video.
- Participated in NCSHPO Survey on Secretary of the Interior Standards evaluation.
- Attended 2023 FM Annual Status Report meeting.
- Provided Sea Wall research to Special Events personnel.
- Provided Fort George and early fortification research to Casemate Museum personnel.
- Provided 1933 Hurricane and CCC/WPA research to Casemate Museum intern.
- Provided research for Battery Parrot navigational beacon.
- Attended meeting for Flagstaff Bastion Vegetation Clean-Up (2024-3635).
- Provide ongoing supervision of 3 volunteers working in the Archaeological lab.

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 – (Update)

The FMHPO/Environmental Manager has prepared and submitted the FY23 Annual Air Quality Report for submittal to the Virginia Department of Environmental Quality (VDEQ). The report was due to DEQ by March 1, 2024. The FMA report was transmitted to VDEQ on February 23, 2024.

MS4 Permit – (Update)

The FMHPO/Environmental Manager at the time of this report is working with consultants to update the MS4 Program Plan to be consistent with the newly issued VDEQ requirements for the next permit cycle. The effective date of the new General Permit is November 1, 2023. All existing permittees are required to update their MS4 Program Plan (Part I.C.3) by May 1, 2024.

UST / AST– (No Update)

No change. The FMHPO/Environmental Manager continues to monitor all state-owned UST/ASTs located on FMA property.

Floodplain Administration – (Ongoing)

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

Annual Meeting – (Update)

This year's Annual Meeting was held on Wednesday, February 28, 2024 at 1:00pm.

The location of the Annual Meeting was Building 75 located at 110 Pratt Street, Fort Monroe, Virginia 23651.

No request to amend the BRAC PA or the State-level MOU was made by a *Signatory Party* to those agreements at the 2023 Annual Status Update Meeting.

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 March 25, 2024, 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 FMA projects to date.

COMMUNICATIONS REPORT

News Coverage

During the first quarter of 2024 Fort Monroe had tremendous national and international media coverage. Total mentions during this quarter of 1630 exceed the mentions from the previous quarter of 1190 mentions. Potential news reach this quarter was exceptional as well with national coverage with NBC News, USA Today, and the press release via ACCESSWIRE that was picked up by 164 news outlets. The international news coverage included a feature story with BBC Travel that reached 132,000,000 potential readers. Total reach for the quarter was a potential 2.14 billion viewers/readers. Links to these significant stories are below:

Black students took a field trip to the birthplace of American slavery and walked away feeling empowered.

Story by Curtis Bunn February 1, 2024

<https://www.msn.com/en-us/news/us/black-students-took-a-field-trip-to-the-birthplace-of-american-slavery-and-walked-away-feeling-empowered/ar-BB1hBeLG>

Immerse yourself in history at the 10 best open-air museums in the US

Experience the past in the present.

Best Open Air Museum (2024) USA Today 10 Best Reader's Choice

FEBRUARY 23, 2024 <https://10best.usatoday.com/awards/travel/best-open-air-museum-2024/>

Fort Monroe Authority Celebrates Legacy of Leadership as Executive Director Glenn Oder Announces Retirement

Distributed via Accesswire: Fri, Mar 29, 2024

<https://finance.yahoo.com/news/fort-monroe-authority-celebrates-legacy-160000075.html>

Point Comfort: The little-known birthplace of African American culture

13 February 2024

By Patrice Worthy, Features correspondent

<https://www.bbc.com/travel/article/20240212-point-comfort-the-little-known-birthplace-of-african-american-culture>

Social Media

During the first quarter of 2024, we had a potential reach of over 123,300 viewers via Facebook and Instagram with an increase of 4.8% from the previous quarter. Our content interactions on these 2 platforms increased 78.2% (over 5800 likes, comments, reactions, shares, and saves). One of the key drivers of this interaction is our weekly videos that have been extremely popular. Our highest reach on Facebook and Instagram was the video about the removal of the Water Tower on February 21, 2024. This video had a reach of 15,477 people, 632 reactions, and 121 comments. Here's the link to this popular post:

<https://www.facebook.com/FortMonroeatOldPointComfort/videos/846669140502736>

Website Traffic

Driving traffic to our website is also important. During this quarter, users totaled 21,093 (up 41% from previous quarter) with 20,677 of those users were new visitors to the site (up 42% from previous quarter). Visitors to the site usually only visit 2 pages and spend about 1 minute on the site. Some of the top visited pages include:

Place to Visit—Casemate Museum

Rent a Home at Fort Monroe

Plan a visit—Fort Monroe National Monument

Work or Volunteer at Fort Monroe

Paradise Ocean Club

Fort Monroe Walking Tour Guide

Things to do

Finance Report
Fort Monroe Authority Finance Committee Meeting
Fort Monroe Visitor and Education Center
April 11, 2024, 12:00 pm

Cash on Deposit

As of the close of business on April 3, 2024, the Fort Monroe Authority had on deposit at Old Point National Bank, the following account balances:

| | |
|--|--------------|
| Government Fund Operating Account | \$ 4,918,744 |
| Enterprise Fund Residential Operating Account | 1,527,704 |
| Enterprise Fund Residential Security Deposit Account | 285,954 |
| Enterprise Fund Special Events Account | 52,158 |
| Enterprise Fund Utility Operating Account | 126,829 |
| <u>Restricted Accounts</u> | |
| NPS for Jamestowne Island Exhibit | 201,737 |
| SLFRF transfers for African Landing Memorial | 253,199 |
| Greater Virginia Peninsula Homelessness Consortium | 428,000 |

The accounting department 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.

FY24 Requests for additional funding for 2024 General Assembly session

The FMA prepared decision packages that were approved by Secretary Merrick and submitted to the Department of Planning and Budget (DPB) for possible inclusion in the FY24 caboose budget.

| | |
|---|--------------|
| One-time funding for the African Landing Memorial project | \$ 2,500,000 |
| Note: \$2,500,000 included in the second year of the Governor's amended FY23-24 budget and the budget approved by the General Assembly. | |
| Ongoing funding to cover utility usage cost increases | 358,053 |
| Note: No additional funding in the Governor's FY23-24 amended budget, or the budget approved by the General Assembly. | |
| Ongoing funding to offset public works contract cost increases | 279,076 |
| Note: No additional funding in the Governor's FY23-24 amended budget, or the budget approved by the General Assembly. | |
| Ongoing funding to fill vacant positions and reduce turnover | 200,000 |
| Note: No additional funding in the Governor's FY23-24 amended budget, or the budget approved by the General Assembly. | |

One-time funding to address critical tree maintenance issues 93,654
 Note: \$93,654 included in the first year of the Governor’s proposed FY25-26 budget and the budget approved by the General Assembly.

FY25-26 General Fund initial budget Decision Package requests

The FMA prepared decision packages that were approved by Secretary Merrick and submitted to DPB for possible inclusion in the initial FY25-26 budget.

| | <u>FY25</u> | <u>FY26</u> |
|--|-------------|-------------|
| Ongoing funding to cover utility cost increases | \$ 358,053 | 358,053 |
| Note: No additional funding in the Governor’s proposed FY25-26 budget. Update: \$358,053 included in both years of the Senate approved budget and the conference budget approved by the General Assembly. | | |
| Ongoing funding to offset public works contract cost | 318,961 | 359,982 |
| Note: \$318,981 in the first year and \$359,982 in the second year included in the Governor’s proposed FY25-26 budget and the budget approved by the General Assembly. | | |
| Ongoing funding to for employee compensation | 200,000 | 200,000 |
| Note: No additional funding in the Governor’s proposed FY25-26 budget, or the budget approved by the General Assembly. | | |
| Ongoing funding to increase security patrols | 351,482 | 361,996 |
| Note: No additional funding in the Governor’s proposed FY25-26 budget, or the budget approved by the General Assembly. | | |
| Ongoing funding for expanded marketing campaign | 217,330 | 223,850 |
| Note: No additional funding in the Governor’s proposed FY25-26 budget, or the budget approved by the General Assembly. | | |
| Two-year funding for Director of Development | 150,000 | 150,000 |
| Note: No additional funding in the Governor’s proposed FY25-26 budget, or the budget approved by the General Assembly. | | |

FY25-26 Capital Budget requests

The FMA prepared capital funding requests that were approved by Secretary Merrick and submitted to DPB for possible inclusion in the initial FY25-26 budget.

| | |
|--|---------------|
| McNair Road Utility, Roadway, and Seawall Improvements | \$ 30,514,479 |
| Ingalls Road Utility and Roadway Improvements | 32,115,308 |
| Surface and Structured Parking for Marina/TRADOC area | 11,100,000 |
| Renovate and rehabilitate Fort Monroe Post Theatre | 10,409,054 |
| Note: \$50,000,000 included in first year of the Governor’s proposed FY25-26 budget and the budget approved by the General Assembly. | |

FY24 Financial Statements

The financial statements accompanying this report reflect the Authority's Statement of Net Position as of February 29, 2024, and Statement of Activities for the eight-month period ended February 29, 2024.

The year-end accrual entries for pension and OPEB liabilities and deferred inflows and outflows of resources have been eliminated for internal reporting purposes.

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 29, 2024

Assets

As of February 29, 2024, the Authority had \$6,085,096 in operating and petty cash funds compared to \$5,260,573 in the prior year.

As of the same date, the Authority had \$1,103,746 in restricted cash which consists of \$281,751 in resident, tenant, and event security deposits, \$428,000 in trust fund accounts for GVPHC homeless support services, \$201,737 in restricted funds for the cost sharing of the future African Landing exhibit at Historic Jamestowne, and \$192,258 in unexpended SLFRF transfers for the African Landing Memorial project.

As of February 29, 2024, Total Current Assets were \$21,682,505 compared to \$22,246,394 in the prior year. A significant portion of Other Current Assets reflects 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 \$13,155,178 as of February 29, 2024, and \$14,513,521 as of February 28, 2023. For comparison purposes, eliminating the impact of the GASB 87 current asset, Total Current Assets as of February 29, 2024 would be \$8,527,327 compared to \$7,732,873 for the prior year.

Total Fixed Assets (net of depreciation) as of February 29, 2024 totaled \$1,112,920 compared to \$587,913 in the prior fiscal year. The increase in Fixed Assets largely results from the Construction in Progress design costs for the African Landing Memorial site improvements which are funded by the \$6M ARPA SLFRF allocation.

Total Assets as of February 29, 2024 were \$22,795,457 compared to \$22,834,600 as of February 28, 2023. Eliminating the future lease receivables for comparison purposes, Total Assets would be \$9,640,280 as of February 29, 2024 and \$8,321,079 as of February 28, 2023.

Liabilities

Total Current Liabilities as of February 29, 2024 totaled \$2,348,134 compared to \$2,330,733 in the prior year.

Other Liabilities include Deferred Inflow of Resources related to the GASB 87 lease accounting. As of February 29, 2024 the GASB 87 Deferred Inflows totaled \$12,485,423 compared to \$14,111,452 in the previous fiscal year.

Total Liabilities were \$14,833,557 as of February 29, 2024 compared to \$16,442,185 as of February 28, 2023. Eliminating the GASB 87 balances for comparison purposes, as of February 29, 2024 Total Liabilities would be \$2,348,134 compared to \$2,330,733 as of February 28, 2023.

The FMA has no outstanding loans payable as of February 29, 2024.

Net Position

As of February 29, 2024, Total Net Position was \$7,961,901 compared to \$6,392,415 for the prior year.

Statement of Activities for the Eight-Month Period - July 1, 2023 to February 29, 2024

Revenue

Consolidated revenue for the first eight months of the fiscal year totaled \$9,969,393 compared to \$10,010,494 (-0.4%) for the prior year and \$10,390,548 (-4.1%) in budgeted revenue.

- Year-to-date Government Fund appropriations were \$4,800,586, which is \$43,948 (-0.9%) below prior year due to the additional FY23 funding for startup expenses for the Preservation Department, but \$155,581 (+3.3%) ahead of budgeted revenue.
- Residential rental revenue and fees for the first eight months of the fiscal year was \$2,328,367, which is 1.2% above of the same period last year but 0.4% below of the pro-rated budget.
- Commercial rental revenue and fees for the eight-month period totaled \$1,290,396, which trailed the prior year by 1.8% due to the loss of commercial tenants in September 2022 and October 2022, but was 15.9% better than budgeted revenue.

- Venue Rentals and Event revenue is 22.8% above the same period last year but below above budgeted revenue by 7.2%.
- Utility Fund billings are below prior year by 4.1% and below budget by 10.4%.

The overall below-budget revenue trend is expected to continue for the balance of the fiscal year due to the FY24 budget reflecting \$428,054 in Miscellaneous Revenue from prior year retained earnings to balance the budget.

Expenses

Consolidated operating expenses for the first eight months were \$8,939,322 compared to \$10,291,879 in the prior year (13.1% lower) and \$10,390,548 in prorated budgeted expenses (14.0% lower).

- Government Fund operating expenses for the first eight months of the fiscal year were \$3,322,037, below prior year expenditures of \$3,737,792 by 11.1%, and below pro-rated budgeted expenses of \$4,445,986 by 25.3%. Much of the variance against budget results from the continuing personnel vacancies that have been challenging to fill due to the tight labor market for high demand positions (Project Manager, Accountant) or low supply positions (Manager of Preservation Trades, 2 Preservation Technicians).
- Consolidated Enterprise Fund operating expenses for the first eight months totaled \$5,617,285, a 14.3% decrease compared to \$6,554,0876 for the same period in the prior year, and 5.5% below prorated budgeted expenses of \$5,944,562. Much of the reduction results from lower utility costs in the current fiscal year resulting from a credit issued by Dominion Energy for a cumulative billing error that occurred in prior fiscal years.

Net Operating Surplus/Deficit

On a consolidated basis, revenue exceeded expenses for the first eight months of the fiscal year by \$1,030,071 compared to an operating deficit of \$281,385 for the first half of the last fiscal year. Based on the continued challenges in recruiting, the FMA now believes that the current fiscal year will be break-even or result in an operating surplus depending on how long the staffing vacancies continue.

- Government Fund revenue exceeded expenses for the first eight months of the fiscal year, resulting in an operating surplus of \$1,739,285 for the current year compared to an operating surplus of \$1,326,500 in the prior year and \$682,921 in budgeted operating surplus.

- Enterprise Fund expenses exceeded revenue by \$709,214 for the first eight months of the fiscal year compared to an operating deficit of \$1,607,885 for the same period last year and \$1,056,364 in budgeted operating deficit.

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

Accrual Basis - Internal Unaudited

| | <u>Feb 29, 2024</u> | <u>Feb 28, 2023</u> | <u>\$ Change</u> | <u>% Change</u> |
|---------------------------------------|---------------------|---------------------|--------------------|-----------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 6,085,096 | 5,260,573 | 824,522 | 15.7% |
| Restricted Cash Account | 1,103,746 | 900,011 | 203,735 | 22.6% |
| Other Cash Equivalents | <u>8,657</u> | <u>6,452</u> | <u>2,205</u> | <u>34.2%</u> |
| Total Checking/Savings | 7,197,498 | 6,167,036 | 1,030,462 | 16.7% |
| Accounts Receivable | | | | |
| Accounts Receivable | 592,591 | 643,028 | (50,437) | -7.8% |
| Other Receivables | <u>468,749</u> | <u>349,411</u> | <u>119,338</u> | <u>34.2%</u> |
| Total Accounts Receivable | 1,061,340 | 992,439 | 68,900 | 6.9% |
| Other Current Assets | | | | |
| Prepaid Expenses | 117,923 | 251,194 | (133,271) | -53.1% |
| Other Current Assets | <u>13,305,744</u> | <u>14,835,725</u> | <u>(1,529,981)</u> | <u>-10.3%</u> |
| Total Other Current Assets | <u>13,423,667</u> | <u>15,086,919</u> | <u>(1,663,252)</u> | <u>-11.0%</u> |
| Total Current Assets | 21,682,505 | 22,246,394 | (563,890) | -2.5% |
| Fixed Assets | | | | |
| Electronic Equipment | 107,942 | 111,340 | (3,398) | -3.1% |
| Office Furniture and Equipment | 16,075 | 74,444 | (58,369) | -78.4% |
| Motor Vehicles | 123,491 | 143,701 | (20,210) | -14.1% |
| Museum Artifacts | 59,705 | 59,705 | - | 0.0% |
| Non-Capitalized Building Renovations | 467,851 | 434,226 | 33,625 | 7.7% |
| Construction in Progress | 619,187 | 164,526 | 454,661 | 276.3% |
| Accumulated Depreciation | <u>(281,331)</u> | <u>(400,029)</u> | <u>118,698</u> | <u>29.7%</u> |
| Total Fixed Assets | 1,112,920 | 587,913 | 525,007 | 89.3% |
| Other Assets | | | | |
| Due From Intercompany | - | 230 | (230) | -100.0% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | <u>33</u> | <u>62</u> | <u>(30)</u> | <u>-47.5%</u> |
| Total Other Assets | <u>33</u> | <u>293</u> | <u>(260)</u> | <u>-88.8%</u> |
| TOTAL ASSETS | <u>22,795,457</u> | <u>22,834,600</u> | <u>(39,143)</u> | <u>-0.2%</u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 293,005 | 580,252 | (287,247) | -49.5% |
| Accrued Liabilities | 754,436 | 1,073,437 | (319,001) | -29.7% |
| Accrued Leave Payable | 135,026 | 114,577 | 20,450 | 17.8% |
| Other Current Liabilities | <u>1,165,666</u> | <u>562,467</u> | <u>603,199</u> | <u>107.2%</u> |
| Total Current Liabilities | 2,348,134 | 2,330,733 | 17,401 | 0.7% |
| Other Liabilities | | | | |
| Due To Intercompany | - | - | - | 0.0% |
| Loans Payable | - | - | - | 0.0% |
| Deferred Inflow of Resources | 12,485,423 | 14,111,452 | (1,626,029) | -11.5% |
| Net Pension Liability | - | - | - | 0.0% |
| Net OPEB Liability | <u>-</u> | <u>-</u> | <u>-</u> | <u>0.0%</u> |
| Total Other Liabilities | <u>12,485,423</u> | <u>14,111,452</u> | <u>(1,626,029)</u> | <u>-11.5%</u> |
| Total Liabilities | 14,833,557 | 16,442,185 | (1,608,628) | -9.8% |
| Equity | | | | |
| Retained Earnings | 6,931,829 | 6,673,799 | 258,030 | 3.9% |
| Net Income | <u>1,030,071</u> | <u>(281,385)</u> | <u>1,311,456</u> | <u>466.1%</u> |
| Total Equity | <u>7,961,901</u> | <u>6,392,415</u> | <u>1,569,486</u> | <u>24.6%</u> |
| TOTAL LIABILITIES & EQUITY | <u>22,795,457</u> | <u>22,834,600</u> | <u>(39,143)</u> | <u>-0.2%</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

| | Feb 29, 2024 | Feb 28, 2023 | \$ Change | % Change |
|---------------------------------------|-------------------|-------------------|------------------|--------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 4,238,017 | 3,639,128 | 598,890 | 16.5% |
| Restricted Cash Account | 821,995 | 623,738 | 198,257 | 31.8% |
| Other Cash Equivalents | 8,657 | 6,452 | 2,205 | 34.2% |
| Total Checking/Savings | 5,068,669 | 4,269,317 | 799,351 | 18.7% |
| Accounts Receivable | | | | |
| Accounts Receivable | 142 | 142 | - | 0.0% |
| Other Receivables | 468,478 | 344,367 | 124,111 | 36.0% |
| Total Accounts Receivable | 468,620 | 344,509 | 124,111 | 36.0% |
| Other Current Assets | | | | |
| Prepaid Expenses | 14,549 | 140,517 | (125,967) | -89.6% |
| Other Current Assets | - | - | - | 0.0% |
| Total Other Current Assets | 14,549 | 140,517 | (125,967) | -89.6% |
| Total Current Assets | 5,551,838 | 4,754,343 | 797,495 | 16.8% |
| Fixed Assets | | | | |
| Electronic Equipment | 107,942 | 111,340 | (3,398) | -3.1% |
| Office Furniture and Equipment | - | 58,369 | (58,369) | -100.0% |
| Motor Vehicles | 87,825 | 108,035 | (20,210) | -18.7% |
| Museum Artifacts | 59,705 | 59,705 | - | 0.0% |
| Non-Capitalized Building Renovations | - | - | - | 0.0% |
| Construction in Progress | 507,040 | 69,635 | 437,405 | 628.1% |
| Accumulated Depreciation | (14,282) | (184,346) | 170,064 | 92.3% |
| Total Fixed Assets | 748,230 | 222,739 | 525,492 | 235.9% |
| Other Assets | | | | |
| Due From Intercompany | 23,530,879 | 21,823,965 | 1,706,914 | 7.8% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | 33 | 62 | (30) | -47.5% |
| Total Other Assets | 23,530,912 | 21,824,027 | 1,706,884 | 7.8% |
| TOTAL ASSETS | <u>29,830,980</u> | <u>26,801,108</u> | <u>3,029,871</u> | <u>11.3%</u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 99,761 | 226,633 | (126,872) | -56.0% |
| Accrued Liabilities | 312,478 | 258,886 | 53,592 | 20.7% |
| Accrued Leave Payable | 118,439 | 100,344 | 18,094 | 18.0% |
| Other Current Liabilities | 624,024 | 64,557 | 559,466 | 866.6% |
| Total Current Liabilities | 1,154,702 | 650,421 | 504,281 | 77.5% |
| 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 | - | - | - | 0.0% |
| Total Other Liabilities | - | - | - | 0.0% |
| Total Liabilities | 1,154,702 | 650,421 | 504,281 | 77.5% |
| Equity | | | | |
| Retained Earnings | 26,936,993 | 24,824,187 | 2,112,806 | 8.5% |
| Net Income | 1,739,285 | 1,326,500 | 412,784 | 31.1% |
| Total Equity | 28,676,278 | 26,150,688 | 2,525,590 | 9.7% |
| TOTAL LIABILITIES & EQUITY | <u>29,830,980</u> | <u>26,801,108</u> | <u>3,029,871</u> | <u>11.3%</u> |

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

Accrual Basis - Internal Unaudited

| | Feb 29, 2024 | Feb 28, 2023 | \$ Change | % Change |
|---------------------------------------|---------------------|---------------------|--------------------|---------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 1,847,078 | 1,621,446 | 225,633 | 13.9% |
| Restricted Cash Account | 281,751 | 276,273 | 5,478 | 2.0% |
| Other Cash Equivalents | - | - | - | 0.0% |
| Total Checking/Savings | 2,128,830 | 1,897,719 | 231,111 | 12.2% |
| Accounts Receivable | | | | |
| Accounts Receivable | 592,449 | 642,886 | (50,437) | -7.8% |
| Other Receivables | 271 | 5,045 | (4,774) | -94.6% |
| Total Accounts Receivable | 592,720 | 647,931 | (55,211) | -8.5% |
| Other Current Assets | | | | |
| Prepaid Expenses | 103,374 | 110,677 | (7,304) | -6.6% |
| Other Current Assets | 13,305,744 | 14,835,725 | (1,529,981) | -10.3% |
| Total Other Current Assets | 13,409,117 | 14,946,402 | (1,537,285) | -10.3% |
| Total Current Assets | 16,130,667 | 17,492,052 | (1,361,385) | -7.8% |
| Fixed Assets | | | | |
| Electronic Equipment | - | - | - | 0.0% |
| Office Furniture and Equipment | 16,075 | 16,075 | - | 0.0% |
| Motor Vehicles | 35,666 | 35,666 | - | 0.0% |
| Museum Artifacts | - | - | - | 0.0% |
| Non-Capitalized Building Renovations | 467,851 | 434,226 | 33,625 | 7.7% |
| Construction in Progress | 112,147 | 94,891 | 17,256 | 18.2% |
| Accumulated Depreciation | (267,049) | (215,683) | (51,366) | -23.8% |
| Total Fixed Assets | 364,690 | 365,174 | (485) | -0.1% |
| Other Assets | | | | |
| Due From Intercompany | 15,014,614 | 12,302,159 | 2,712,455 | 22.0% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | - | - | - | 0.0% |
| Total Other Assets | 15,014,614 | 12,302,159 | 2,712,455 | 22.0% |
| TOTAL ASSETS | 31,509,971 | 30,159,385 | 1,350,586 | 4.5% |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 193,244 | 353,619 | (160,375) | -45.4% |
| Accrued Liabilities | 441,958 | 814,551 | (372,593) | -45.7% |
| Accrued Leave Payable | 16,588 | 14,232 | 2,355 | 16.6% |
| Other Current Liabilities | 541,643 | 497,910 | 43,733 | 8.8% |
| Total Current Liabilities | 1,193,432 | 1,680,312 | (486,880) | -29.0% |
| Other Liabilities | | | | |
| Due To Intercompany | 38,545,493 | 34,125,894 | 4,419,599 | 13.0% |
| Loans Payable | - | - | - | 0.0% |
| Deferred Inflow of Resources | 12,485,423 | 14,111,452 | (1,626,029) | -11.5% |
| Net Pension Liability | - | - | - | 0.0% |
| Net OPEB Liability | - | - | - | 0.0% |
| Total Other Liabilities | 51,030,916 | 48,237,346 | 2,793,570 | 5.8% |
| Total Liabilities | 52,224,348 | 49,917,658 | 2,306,690 | 4.6% |
| Equity | | | | |
| Retained Earnings | (20,005,163) | (18,150,388) | (1,854,776) | -10.2% |
| Net Income | (709,214) | (1,607,885) | 898,671 | 55.9% |
| Total Equity | (20,714,377) | (19,758,273) | (956,104) | -4.8% |
| TOTAL LIABILITIES & EQUITY | 31,509,971 | 30,159,385 | 1,350,586 | 4.5% |

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

Accrual Basis - Internal Unaudited

| | Feb 29, 2024 | Feb 28, 2023 | \$ Change | % Change |
|---------------------------------------|-------------------|------------------|------------------|-----------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 1,420,552 | 1,283,493 | 137,059 | 10.7% |
| Restricted Cash Account | 281,751 | 276,273 | 5,478 | 2.0% |
| Other Cash Equivalents | - | - | - | 0.0% |
| Total Checking/Savings | <u>1,702,304</u> | <u>1,559,766</u> | <u>142,537</u> | <u>9.1%</u> |
| Accounts Receivable | | | | |
| Accounts Receivable | 3,320 | 5,001 | (1,681) | -33.6% |
| Other Receivables | - | - | - | 0.0% |
| Total Accounts Receivable | <u>3,320</u> | <u>5,001</u> | <u>(1,681)</u> | <u>-33.6%</u> |
| Other Current Assets | | | | |
| Prepaid Expenses | 42,963 | 49,964 | (7,000) | -14.0% |
| Other Current Assets | - | - | - | 0.0% |
| Total Other Current Assets | <u>42,963</u> | <u>49,964</u> | <u>(7,000)</u> | <u>-14.0%</u> |
| Total Current Assets | <u>1,748,587</u> | <u>1,614,731</u> | <u>133,856</u> | <u>8.3%</u> |
| Fixed Assets | | | | |
| Electronic Equipment | - | - | - | 0.0% |
| Office Furniture and Equipment | 16,075 | 16,075 | - | 0.0% |
| Motor Vehicles | 35,666 | 35,666 | - | 0.0% |
| Museum Artifacts | - | - | - | 0.0% |
| Non-Capitalized Building Renovations | - | - | - | 0.0% |
| Construction in Progress | - | - | - | 0.0% |
| Accumulated Depreciation | (49,551) | (47,740) | (1,811) | -3.8% |
| Total Fixed Assets | <u>2,190</u> | <u>4,001</u> | <u>(1,811)</u> | <u>-45.3%</u> |
| Other Assets | | | | |
| Due From Intercompany | 8,287,898 | 6,465,031 | 1,822,867 | 28.2% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | - | - | - | 0.0% |
| Total Other Assets | <u>8,287,898</u> | <u>6,465,031</u> | <u>1,822,867</u> | <u>28.2%</u> |
| TOTAL ASSETS | <u>10,038,674</u> | <u>8,083,763</u> | <u>1,954,911</u> | <u>24.2%</u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 98,500 | 147,669 | (49,169) | -33.3% |
| Accrued Liabilities | 62,764 | 163,037 | (100,272) | -61.5% |
| Accrued Leave Payable | 5,634 | 3,719 | 1,915 | 51.5% |
| Other Current Liabilities | 410,324 | 404,937 | 5,387 | 1.3% |
| Total Current Liabilities | <u>577,222</u> | <u>719,361</u> | <u>(142,139)</u> | <u>-19.8%</u> |
| Other Liabilities | | | | |
| Due To Intercompany | 1,010,739 | 27,697 | 983,042 | 3,549.3% |
| Loans Payable | - | - | - | 0.0% |
| Deferred Inflow of Resources | - | - | - | 0.0% |
| Net Pension Liability | - | - | - | 0.0% |
| Net OPEB Liability | - | - | - | 0.0% |
| Total Other Liabilities | <u>1,010,739</u> | <u>27,697</u> | <u>983,042</u> | <u>3,549.3%</u> |
| Total Liabilities | <u>1,587,961</u> | <u>747,058</u> | <u>840,903</u> | <u>112.6%</u> |
| Equity | | | | |
| Retained Earnings | 7,643,858 | 6,772,278 | 871,580 | 12.9% |
| Net Income | 806,856 | 564,427 | 242,429 | 43.0% |
| Total Equity | <u>8,450,713</u> | <u>7,336,705</u> | <u>1,114,009</u> | <u>15.2%</u> |
| TOTAL LIABILITIES & EQUITY | <u>10,038,674</u> | <u>8,083,763</u> | <u>1,954,911</u> | <u>24.2%</u> |

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

Accrual Basis - Internal Unaudited

| | Feb 29, 2024 | Feb 28, 2023 | \$ Change | % Change |
|---------------------------------------|--------------|--------------|-------------|----------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 186,853 | 350,356 | (163,503) | -46.7% |
| Restricted Cash Account | - | - | - | 0.0% |
| Other Cash Equivalents | - | - | - | 0.0% |
| Total Checking/Savings | 186,853 | 350,356 | (163,503) | -46.7% |
| Accounts Receivable | | | | |
| Accounts Receivable | 496,377 | 447,794 | 48,583 | 10.8% |
| Other Receivables | 271 | 5,045 | (4,774) | -94.6% |
| Total Accounts Receivable | 496,648 | 452,839 | 43,809 | 9.7% |
| Other Current Assets | | | | |
| Prepaid Expenses | 54,633 | 55,183 | (550) | -1.0% |
| Other Current Assets | 13,155,178 | 14,513,521 | (1,358,343) | -9.4% |
| Total Other Current Assets | 13,209,811 | 14,568,704 | (1,358,893) | -9.3% |
| Total Current Assets | 13,893,312 | 15,371,900 | (1,478,588) | -9.6% |
| Fixed Assets | | | | |
| Electronic Equipment | - | - | - | 0.0% |
| Office Furniture and Equipment | - | - | - | 0.0% |
| Motor Vehicles | - | - | - | 0.0% |
| Museum Artifacts | - | - | - | 0.0% |
| Non-Capitalized Building Renovations | 467,851 | 434,226 | 33,625 | 7.7% |
| Construction in Progress | 112,147 | 94,891 | 17,256 | 18.2% |
| Accumulated Depreciation | (217,498) | (167,943) | (49,555) | -29.5% |
| Total Fixed Assets | 362,500 | 361,173 | 1,326 | 0.4% |
| Other Assets | | | | |
| Due From Intercompany | - | - | - | 0.0% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | - | - | - | 0.0% |
| Total Other Assets | - | - | - | 0.0% |
| TOTAL ASSETS | 14,255,812 | 15,733,073 | (1,477,261) | -9.4% |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 65,794 | 62,455 | 3,339 | 5.3% |
| Accrued Liabilities | 158,803 | 208,524 | (49,721) | -23.8% |
| Accrued Leave Payable | 10,954 | 10,514 | 440 | 4.2% |
| Other Current Liabilities | 103,237 | 71,157 | 32,080 | 45.1% |
| Total Current Liabilities | 338,788 | 352,649 | (13,861) | -3.9% |
| Other Liabilities | | | | |
| Due To Intercompany | 23,971,981 | 22,357,752 | 1,614,229 | 7.2% |
| Loans Payable | - | - | - | 0.0% |
| Deferred Inflow of Resources | 12,485,423 | 14,111,452 | (1,626,029) | -11.5% |
| Net Pension Liability | - | - | - | 0.0% |
| Net OPEB Liability | - | - | - | 0.0% |
| Total Other Liabilities | 36,457,404 | 36,469,204 | (11,800) | -0.0% |
| Total Liabilities | 36,796,192 | 36,821,853 | (25,661) | -0.1% |
| Equity | | | | |
| Retained Earnings | (21,428,962) | (19,796,240) | (1,632,722) | -8.2% |
| Net Income | (1,111,418) | (1,292,540) | 181,122 | 14.0% |
| Total Equity | (22,540,380) | (21,088,780) | (1,451,600) | -6.9% |
| TOTAL LIABILITIES & EQUITY | 14,255,812 | 15,733,073 | (1,477,261) | -9.4% |

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

Accrual Basis - Internal Unaudited

| | Feb 29, 2024 | Feb 28, 2023 | \$ Change | % Change |
|---------------------------------------|---------------|----------------|-----------------|---------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 49,574 | 106,185 | (56,610) | -53.3% |
| Restricted Cash Account | - | - | - | 0.0% |
| Other Cash Equivalents | - | - | - | 0.0% |
| Total Checking/Savings | 49,574 | 106,185 | (56,610) | -53.3% |
| Accounts Receivable | | | | |
| Accounts Receivable | - | - | - | 0.0% |
| Other Receivables | - | - | - | 0.0% |
| Total Accounts Receivable | - | - | - | 0.0% |
| Other Current Assets | | | | |
| Prepaid Expenses | 4,589 | 4,348 | 242 | 5.6% |
| Other Current Assets | - | - | - | 0.0% |
| Total Other Current Assets | 4,589 | 4,348 | 242 | 5.6% |
| Total Current Assets | 54,164 | 110,532 | (56,369) | -51.0% |
| 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 | - | - | - | 0.0% |
| Other Assets | | | | |
| Due From Intercompany | - | - | - | 0.0% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | - | - | - | 0.0% |
| Total Other Assets | - | - | - | 0.0% |
| TOTAL ASSETS | <u>54,164</u> | <u>110,532</u> | <u>(56,369)</u> | <u>-51.0%</u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 2,567 | 3,168 | (601) | -19.0% |
| Accrued Liabilities | 30 | 3,279 | (3,249) | -99.1% |
| Accrued Leave Payable | - | - | - | 0.0% |
| Other Current Liabilities | 28,082 | 21,816 | 6,266 | 28.7% |
| Total Current Liabilities | 30,679 | 28,264 | 2,416 | 8.5% |
| Other Liabilities | | | | |
| Due To Intercompany | 1,332 | 4,171 | (2,839) | -68.1% |
| Loans Payable | - | - | - | 0.0% |
| Deferred Inflow of Resources | - | - | - | 0.0% |
| Net Pension Liability | - | - | - | 0.0% |
| Net OPEB Liability | - | - | - | 0.0% |
| Total Other Liabilities | 1,332 | 4,171 | (2,839) | -68.1% |
| Total Liabilities | 32,012 | 32,435 | (423) | -1.3% |
| Equity | | | | |
| Retained Earnings | 48,055 | 84,912 | (36,857) | -43.4% |
| Net Income | (25,903) | (6,815) | (19,089) | -280.1% |
| Total Equity | 22,152 | 78,097 | (55,945) | -71.6% |
| TOTAL LIABILITIES & EQUITY | <u>54,164</u> | <u>110,532</u> | <u>(56,369)</u> | <u>-51.0%</u> |

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

Accrual Basis - Internal Unaudited

| | Feb 29, 2024 | Feb 28, 2023 | \$ Change | % Change |
|---------------------------------------|--------------------|--------------------|------------------|---------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| Operating Account & Petty Cash | 190,099 | (118,588) | 308,687 | 260.3% |
| Restricted Cash Account | - | - | - | 0.0% |
| Other Cash Equivalents | - | - | - | 0.0% |
| Total Checking/Savings | 190,099 | (118,588) | 308,687 | 260.3% |
| Accounts Receivable | | | | |
| Accounts Receivable | 92,752 | 190,091 | (97,339) | -51.2% |
| Other Receivables | - | - | - | 0.0% |
| Total Accounts Receivable | 92,752 | 190,091 | (97,339) | -51.2% |
| Other Current Assets | | | | |
| Prepaid Expenses | 1,188 | 1,183 | 5 | 0.4% |
| Other Current Assets | 150,566 | 322,204 | (171,638) | -53.3% |
| Total Other Current Assets | 151,754 | 323,386 | (171,633) | -53.1% |
| Total Current Assets | 434,605 | 394,889 | 39,716 | 10.1% |
| 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 | - | - | - | 0.0% |
| Other Assets | | | | |
| Due From Intercompany | 6,726,717 | 5,837,128 | 889,588 | 15.2% |
| Deferred Outflow of Resources | - | - | - | 0.0% |
| Other Assets | - | - | - | 0.0% |
| Total Other Assets | 6,726,717 | 5,837,128 | 889,588 | 15.2% |
| TOTAL ASSETS | 7,161,321 | 6,232,017 | 929,304 | 14.9% |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | 26,382 | 140,327 | (113,945) | -81.2% |
| Accrued Liabilities | 220,360 | 439,711 | (219,351) | -49.9% |
| Accrued Leave Payable | - | - | - | 0.0% |
| Other Current Liabilities | - | - | - | 0.0% |
| Total Current Liabilities | 246,743 | 580,038 | (333,295) | -57.5% |
| Other Liabilities | | | | |
| Due To Intercompany | 13,561,441 | 11,736,274 | 1,825,167 | 15.6% |
| Loans Payable | - | - | - | 0.0% |
| Deferred Inflow of Resources | - | - | - | 0.0% |
| Net Pension Liability | - | - | - | 0.0% |
| Net OPEB Liability | - | - | - | 0.0% |
| Total Other Liabilities | 13,561,441 | 11,736,274 | 1,825,167 | 15.6% |
| Total Liabilities | 13,808,184 | 12,316,312 | 1,491,872 | 12.1% |
| Equity | | | | |
| Retained Earnings | (6,268,115) | (5,211,338) | (1,056,777) | -20.3% |
| Net Income | (378,748) | (872,957) | 494,209 | 56.6% |
| Total Equity | (6,646,863) | (6,084,295) | (562,568) | -9.2% |
| TOTAL LIABILITIES & EQUITY | 7,161,321 | 6,232,017 | 929,304 | 14.9% |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|--------------------|--------------------|--------------------|
| Revenue | | | | | |
| General Fund Appropriations | 4,800,586 | 4,844,534 | (43,948) | 4,645,005 | 155,581 |
| Other Grant Reimbursements | 7,377 | 7,440 | (63) | 295,041 | (287,664) |
| VDOT Maintenance Funds from Hampton | 241,989 | 205,200 | 36,789 | 273,600 | (31,611) |
| Casemate Revenue & Fees | 4,014 | 3,750 | 264 | 3,333 | 681 |
| Residential Rental Income & Fees | 2,333,772 | 2,295,918 | 37,854 | 2,337,195 | (3,423) |
| Commercial Rental Income & Fees | 1,290,396 | 1,291,181 | (784) | 1,113,813 | 176,583 |
| Special Event Income & Fees | 55,570 | 45,490 | 10,080 | 63,333 | (7,763) |
| Utility Fund Revenue & Fees | 1,230,524 | 1,282,475 | (51,951) | 1,373,857 | (143,333) |
| Miscellaneous Revenue | 5,164 | 34,506 | (29,341) | 285,370 | (280,205) |
| Total Revenue | 9,969,393 | 10,010,494 | (41,101) | 10,390,548 | (421,155) |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | 1,270,207 | 1,261,451 | 8,756 | 1,630,192 | (359,985) |
| Fringe Benefits | 484,688 | 489,942 | (5,253) | 658,431 | (173,743) |
| Total Payroll & Fringe Benefit Expenses | 1,754,895 | 1,751,392 | 3,503 | 2,288,624 | (533,728) |
| Administrative Expenses | 21,471 | 54,927 | (33,456) | 36,773 | (15,302) |
| Advertising, Marketing & Public Relations | 100,559 | 74,417 | 26,141 | 102,182 | (1,623) |
| Architectural & Engineering | 62,839 | 83,759 | (20,920) | 80,740 | (17,901) |
| Contracted Services | 742,793 | 892,782 | (149,989) | 884,317 | (141,524) |
| Data & Telecommunications | 116,032 | 121,037 | (5,005) | 101,469 | 14,563 |
| Depreciation & Amortization | 31,961 | 36,143 | (4,182) | - | 31,961 |
| Event Expenses | 39,775 | 11,643 | 28,132 | 10,000 | 29,775 |
| Furniture, Fixtures & Equipment | 107,042 | 202,752 | (95,711) | 161,120 | (54,079) |
| Insurance | 163,511 | 163,617 | (106) | 181,015 | (17,505) |
| Legal & Accounting | 34,801 | 60,769 | (25,968) | 85,708 | (50,907) |
| Management Fees & Related Expenses | 231,050 | 212,969 | 18,081 | 223,035 | 8,015 |
| Memberships & Publications | 9,007 | 10,472 | (1,465) | 11,564 | (2,557) |
| Office and Other Supplies | 18,593 | 22,900 | (4,307) | 39,398 | (20,805) |
| Pension and Post-Employment Benefits | 26,166 | 11,483 | 14,684 | - | 26,166 |
| PILOT Fee & Other Taxes | 756,740 | 849,819 | (93,079) | 636,404 | 120,336 |
| Printing Services | 10,462 | 11,885 | (1,423) | 9,050 | 1,412 |
| Repair & Maintenance - Contracts | 769,437 | 1,117,287 | (347,850) | 601,872 | 167,565 |
| Repair & Maintenance - Supplies | 132,795 | 108,984 | 23,811 | 56,965 | 75,830 |
| Security Patrolling | 100,478 | 97,112 | 3,366 | 140,178 | (39,700) |
| Storm-Related Damages | - | 1,597 | (1,597) | - | - |
| Tenant Improvements & Leasing Commissions | (30) | - | (30) | 88,213 | (88,243) |
| Training, Conferences & Seminars | 4,998 | 7,754 | (2,757) | 33,459 | (28,461) |
| Transfer Expense | - | - | - | - | - |
| Utility & Public Works Expenses | 3,536,114 | 4,162,961 | (626,847) | 4,341,454 | (805,340) |
| Vehicles & Small Tools | 11,158 | 10,734 | 424 | 3,407 | 7,751 |
| VDOT Maintenance Expenses | 156,676 | 212,682 | (56,006) | 273,600 | (116,924) |
| Total Expense | 8,939,322 | 10,291,879 | (1,352,557) | 10,390,548 | (1,451,226) |
| Surplus/(Shortfall) | 1,030,071 | (281,385) | 1,311,456 | - | 1,030,071 |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|------------------|--------------------|--------------------|
| Revenue | | | | | |
| General Fund Appropriations | 4,800,586 | 4,844,534 | (43,948) | 4,645,005 | 155,581 |
| Other Grant Reimbursements | 7,377 | 7,440 | (63) | 295,041 | (287,664) |
| VDOT Maintenance Funds from Hampton | 241,989 | 205,200 | 36,789 | 273,600 | (31,611) |
| Casemate Revenue & Fees | 4,014 | 3,750 | 264 | 3,333 | 681 |
| Residential Rental Income & Fees | - | - | - | - | - |
| Commercial Rental Income & Fees | - | - | - | - | - |
| Special Event Income & Fees | - | - | - | - | - |
| Utility Fund Revenue & Fees | - | - | - | - | - |
| Miscellaneous Revenue | 7,355 | 3,368 | 3,987 | 285,370 | (278,015) |
| Total Revenue | 5,061,321 | 5,064,293 | (2,971) | 5,502,350 | (441,028) |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | 1,070,900 | 1,072,679 | (1,778) | 1,420,975 | (350,075) |
| Fringe Benefits | 414,416 | 420,292 | (5,875) | 581,587 | (167,170) |
| Total Payroll & Fringe Benefit Expenses | 1,485,317 | 1,492,970 | (7,654) | 2,002,562 | (517,245) |
| Administrative Expenses | 15,954 | 48,455 | (32,502) | 34,137 | (18,184) |
| Advertising, Marketing & Public Relations | 100,031 | 72,544 | 27,487 | 95,560 | 4,471 |
| Architectural & Engineering | 62,839 | 83,759 | (20,920) | 80,740 | (17,901) |
| Contracted Services | 91,891 | 249,483 | (157,591) | 162,559 | (70,667) |
| Data & Telecommunications | 95,417 | 102,537 | (7,120) | 82,141 | 13,276 |
| Depreciation & Amortization | - | - | - | - | - |
| Event Expenses | 11,591 | (643) | 12,233 | - | 11,591 |
| Furniture, Fixtures & Equipment | 40,828 | 172,744 | (131,916) | 111,323 | (70,495) |
| Insurance | 17,293 | 17,124 | 169 | 15,985 | 1,307 |
| Legal & Accounting | 34,520 | 59,105 | (24,585) | 83,333 | (48,814) |
| Management Fees & Related Expenses | - | - | - | - | - |
| Memberships & Publications | 9,007 | 6,622 | 2,385 | 11,564 | (2,557) |
| Office and Other Supplies | 16,568 | 18,729 | (2,161) | 36,017 | (19,449) |
| Pension and Post-Employment Benefits | 26,166 | 11,483 | 14,684 | - | 26,166 |
| PILOT Fee & Other Taxes | 21,954 | 30,736 | (8,782) | 20,087 | 1,867 |
| Printing Services | 9,675 | 10,967 | (1,292) | 9,050 | 625 |
| Repair & Maintenance - Contracts | 64,594 | 127,699 | (63,105) | 64,198 | 396 |
| Repair & Maintenance - Supplies | - | - | - | - | - |
| Security Patrolling | 100,478 | 97,112 | 3,366 | 140,178 | (39,700) |
| Storm-Related Damages | - | - | - | - | - |
| Tenant Improvements & Leasing Commissions | - | - | - | - | - |
| Training, Conferences & Seminars | 3,930 | 5,596 | (1,666) | 30,432 | (26,502) |
| Transfer Expenses | - | - | - | - | - |
| Utility & Public Works Expenses | 951,587 | 910,115 | 41,472 | 1,192,519 | (240,932) |
| Vehicles & Small Tools | 5,722 | 7,974 | (2,252) | - | 5,722 |
| VDOT Maintenance Expenses | 156,676 | 212,682 | (56,006) | 273,600 | (116,924) |
| Total Expense | 3,322,037 | 3,737,792 | (415,756) | 4,445,986 | (1,123,949) |
| Surplus/(Shortfall) | 1,739,285 | 1,326,500 | 412,784 | 1,056,364 | 682,921 |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|------------------|--------------------|------------------|
| Revenue | | | | | |
| General Fund Appropriations | - | - | - | - | - |
| Other Grant Reimbursements | - | - | - | - | - |
| VDOT Maintenance Funds from Hampton | - | - | - | - | - |
| Casemate Revenue & Fees | 3,998 | 3,810 | 188 | 3,333 | 665 |
| Residential Rental Income & Fees | - | - | - | - | - |
| Commercial Rental Income & Fees | - | - | - | - | - |
| Special Event Income & Fees | - | - | - | - | - |
| Utility Fund Revenue & Fees | - | - | - | - | - |
| Miscellaneous Revenue | 20 | - | 20 | - | 20 |
| Total Revenue | 4,018 | 3,810 | 208 | 3,333 | 685 |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | 239,458 | 295,138 | (55,681) | 356,649 | (117,191) |
| Fringe Benefits | 82,901 | 106,546 | (23,645) | 133,449 | (50,549) |
| Total Payroll & Fringe Benefit Expenses | 322,358 | 401,684 | (79,325) | 490,098 | (167,740) |
| Administrative Expenses | 3,632 | 4,237 | (606) | 1,645 | 1,986 |
| Advertising, Marketing & Public Relations | 23,148 | 2,698 | 20,450 | 5,233 | 17,915 |
| Architectural & Engineering | - | - | - | - | - |
| Contracted Services | 66,917 | 73,218 | (6,301) | 106,367 | (39,451) |
| Data & Telecommunications | 6,603 | 8,689 | (2,086) | 7,995 | (1,392) |
| Depreciation & Amortization | - | - | - | - | - |
| Event Expenses | 1,930 | 830 | 1,100 | - | 1,930 |
| Furniture, Fixtures & Equipment | 6,604 | 13,968 | (7,363) | 19,947 | (13,342) |
| Insurance | 3,565 | 3,565 | (0) | 4,003 | (438) |
| Legal & Accounting | - | - | - | - | - |
| Management Fees & Related Expenses | 425 | - | 425 | - | 425 |
| Memberships & Publications | 1,955 | 1,509 | 446 | 2,013 | (58) |
| Office and Other Supplies | 2,513 | 5,362 | (2,849) | 17,963 | (15,450) |
| Pension and Post-Employment Benefits | - | - | - | - | - |
| PILOT Fee & Other Taxes | - | 1,472 | (1,472) | 2,262 | (2,262) |
| Printing Services | 4,042 | 3,807 | 235 | 2,439 | 1,604 |
| Repair & Maintenance - Contracts | 30,524 | 27,748 | 2,776 | 48,950 | (18,426) |
| Repair & Maintenance - Supplies | 18,746 | 84,415 | (65,669) | - | 18,746 |
| Security Patrolling | 3,239 | 4,454 | (1,215) | - | 3,239 |
| Storm-Related Damages | - | - | - | - | - |
| Tenant Improvements & Leasing Commissions | - | - | - | - | - |
| Training, Conferences & Seminars | 932 | 812 | 120 | 6,027 | (5,095) |
| Transfer Expenses | - | - | - | - | - |
| Utility & Public Works Expenses | 55,102 | 54,611 | 491 | 51,660 | 3,442 |
| Vehicles & Small Tools | 1,443 | - | 1,443 | - | 1,443 |
| VDOT Maintenance Expenses | - | - | - | - | - |
| Total Expense | 553,677 | 693,078 | (139,401) | 766,602 | (212,925) |
| Surplus/(Shortfall) | (549,659) | (689,268) | 139,609 | (763,269) | 213,610 |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|------------------|--------------------|------------------|
| Revenue | | | | | |
| General Fund Appropriations | - | - | - | - | - |
| Other Grant Reimbursements | - | - | - | - | - |
| VDOT Maintenance Funds from Hampton | - | - | - | - | - |
| Casemate Revenue & Fees | - | - | - | - | - |
| Residential Rental Income & Fees | 2,333,772 | 2,295,918 | 37,854 | 2,337,195 | (3,423) |
| Commercial Rental Income & Fees | 1,290,396 | 1,291,181 | (784) | 1,113,813 | 176,583 |
| Special Event Income & Fees | 55,570 | 45,490 | 10,080 | 63,333 | (7,763) |
| Utility Fund Revenue & Fees | 1,230,524 | 1,282,475 | (51,951) | 1,373,857 | (143,333) |
| Miscellaneous Revenue | (2,191) | 31,138 | (33,328) | - | (2,191) |
| Total Revenue | 4,908,072 | 4,946,201 | (38,130) | 4,888,198 | 19,873 |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | 199,307 | 188,772 | 10,534 | 209,217 | (9,910) |
| Fringe Benefits | 70,272 | 69,650 | 622 | 76,845 | (6,573) |
| Total Payroll & Fringe Benefit Expenses | 269,579 | 258,422 | 11,157 | 286,062 | (16,483) |
| Administrative Expenses | 5,517 | 6,471 | (954) | 2,636 | 2,881 |
| Advertising, Marketing & Public Relations | 528 | 1,874 | (1,346) | 6,622 | (6,094) |
| Architectural & Engineering | - | - | - | - | - |
| Contracted Services | 650,902 | 643,299 | 7,603 | 721,759 | (70,857) |
| Data & Telecommunications | 20,615 | 18,500 | 2,115 | 19,327 | 1,288 |
| Depreciation & Amortization | 31,961 | 36,143 | (4,182) | - | 31,961 |
| Event Expenses | 28,184 | 12,285 | 15,899 | 10,000 | 18,184 |
| Furniture, Fixtures & Equipment | 66,214 | 30,009 | 36,205 | 49,798 | 16,416 |
| Insurance | 146,218 | 146,493 | (275) | 165,030 | (18,812) |
| Legal & Accounting | 281 | 1,664 | (1,383) | 2,375 | (2,094) |
| Management Fees & Related Expenses | 231,050 | 212,969 | 18,081 | 223,035 | 8,015 |
| Memberships & Publications | - | 3,850 | (3,850) | - | - |
| Office and Other Supplies | 2,026 | 4,171 | (2,146) | 3,381 | (1,356) |
| Pension and Post-Employment Benefits | - | - | - | - | - |
| PILOT Fee & Other Taxes | 734,786 | 819,083 | (84,298) | 616,317 | 118,468 |
| Printing Services | 787 | 918 | (131) | - | 787 |
| Repair & Maintenance - Contracts | 704,843 | 989,588 | (284,746) | 537,674 | 167,168 |
| Repair & Maintenance - Supplies | 132,795 | 108,984 | 23,811 | 56,965 | 75,830 |
| Security Patrolling | - | - | - | - | - |
| Storm-Related Damages | - | 1,597 | (1,597) | - | - |
| Tenant Improvements & Leasing Commissions | (30) | - | (30) | 88,213 | (88,243) |
| Training, Conferences & Seminars | 1,068 | 2,158 | (1,091) | 3,027 | (1,959) |
| Transfer Expense | - | - | - | - | - |
| Utility & Public Works Expenses | 2,584,527 | 3,252,846 | (668,319) | 3,148,935 | (564,408) |
| Vehicles & Small Tools | 5,436 | 2,760 | 2,676 | 3,407 | 2,029 |
| VDOT Maintenance Expenses | - | - | - | - | - |
| Total Expense | 5,617,285 | 6,554,086 | (936,801) | 5,944,562 | (327,277) |
| Surplus/(Shortfall) | (709,214) | (1,607,885) | 898,671 | (1,056,364) | 347,150 |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|------------------|--------------------|-----------------|
| Revenue | | | | | |
| General Fund Appropriations | - | - | - | - | - |
| OEA Grant Reimbursements | - | - | - | - | - |
| Other Grant Reimbursements | - | - | - | - | - |
| VDOT Maintenance Funds from Hampton | - | - | - | - | - |
| Casemate Revenue & Fees | - | - | - | - | - |
| Residential Rental Income & Fees | 2,333,772 | 2,295,918 | 37,854 | 2,337,195 | (3,423) |
| Commercial Rental Income & Fees | - | - | - | - | - |
| Special Event Income & Fees | - | - | - | - | - |
| Utility Fund Revenue & Fees | - | - | - | - | - |
| Miscellaneous Revenue | (5,405) | 5,492 | (10,897) | - | (5,405) |
| Total Revenue | <u>2,328,367</u> | <u>2,301,410</u> | <u>26,957</u> | <u>2,337,195</u> | <u>(8,827)</u> |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | 193,379 | 187,443 | 5,936 | 198,817 | (5,438) |
| Fringe Benefits | 69,762 | 69,504 | 258 | 75,859 | (6,097) |
| Total Payroll & Fringe Benefit Expenses | <u>263,140</u> | <u>256,947</u> | <u>6,194</u> | <u>274,676</u> | <u>(11,535)</u> |
| Administrative Expenses | 2,099 | 2,771 | (672) | - | 2,099 |
| Advertising, Marketing & Public Relations | - | - | - | 1,289 | (1,289) |
| Architectural & Engineering | - | - | - | - | - |
| Contracted Services | 147,902 | 131,050 | 16,852 | 199,110 | (51,208) |
| Data & Telecommunications | 14,313 | 12,924 | 1,388 | 4,581 | 9,732 |
| Depreciation & Amortization | - | - | - | - | - |
| Event Expenses | - | - | - | - | - |
| Furniture, Fixtures & Equipment | 43,512 | 29,978 | 13,534 | 40,864 | 2,648 |
| Insurance | 33,650 | 33,382 | 268 | 37,491 | (3,841) |
| Legal & Accounting | 281 | 1,664 | (1,383) | 2,375 | (2,094) |
| Management Fees & Related Expenses | - | - | - | - | - |
| Memberships & Publications | - | - | - | - | - |
| Office and Other Supplies | 365 | 620 | (255) | 2,248 | (1,883) |
| Pension and Post-Employment Benefits | - | - | - | - | - |
| PILOT Fee & Other Taxes | 240,097 | 332,316 | (92,219) | 217,179 | 22,918 |
| Printing Services | 649 | 918 | (269) | - | 649 |
| Repair & Maintenance - Contracts | 301,525 | 417,523 | (115,998) | 261,999 | 39,526 |
| Repair & Maintenance - Supplies | 55,821 | 39,413 | 16,408 | 44,368 | 11,453 |
| Security Patrolling | - | - | - | - | - |
| Storm-Related Damages | - | 1,597 | (1,597) | - | - |
| Tenant Improvements & Leasing Commissions | - | - | - | 60,946 | (60,946) |
| Training, Conferences & Seminars | 933 | 1,077 | (144) | 1,333 | (400) |
| Transfer Expenses | - | - | - | - | - |
| Utility & Public Works Expenses | 414,248 | 473,460 | (59,212) | 443,414 | (29,166) |
| Vehicles & Small Tools | 2,975 | 1,343 | 1,632 | 2,007 | 969 |
| VDOT Maintenance Expenses | - | - | - | - | - |
| Total Expense | <u>1,521,511</u> | <u>1,736,984</u> | <u>(215,472)</u> | <u>1,593,880</u> | <u>(72,368)</u> |
| Surplus/(Shortfall) | <u>806,856</u> | <u>564,427</u> | <u>242,429</u> | <u>743,315</u> | <u>63,541</u> |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|------------------|--------------------|----------------|
| Revenue | | | | | |
| General Fund Appropriations | - | - | - | - | - |
| Other Grant Reimbursements | - | - | - | - | - |
| VDOT Maintenance Funds from Hampton | - | - | - | - | - |
| Casemate Revenue & Fees | - | - | - | - | - |
| Residential Rental Income & Fees | - | - | - | - | - |
| Commercial Rental Income & Fees | 1,290,396 | 1,291,181 | (784) | 1,113,813 | 176,583 |
| Special Event Income & Fees | - | - | - | - | - |
| Utility Fund Revenue & Fees | - | - | - | - | - |
| Miscellaneous Revenue | - | 23,250 | (23,250) | - | - |
| Total Revenue | 1,290,396 | 1,314,431 | (24,034) | 1,113,813 | 176,583 |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | - | - | - | - | - |
| Fringe Benefits | - | - | - | - | - |
| Total Payroll & Fringe Benefit Expenses | - | - | - | - | - |
| Administrative Expenses | 1,122 | 1,851 | (729) | 136 | 986 |
| Advertising, Marketing & Public Relations | - | - | - | - | - |
| Architectural & Engineering | - | - | - | - | - |
| Contracted Services | 492,165 | 502,189 | (10,024) | 509,029 | (16,864) |
| Data & Telecommunications | 5,042 | 4,385 | 657 | 13,480 | (8,438) |
| Depreciation & Amortization | 31,961 | 36,143 | (4,182) | - | 31,961 |
| Event Expenses | - | - | - | - | - |
| Furniture, Fixtures & Equipment | 11,768 | - | 11,768 | 1,200 | 10,568 |
| Insurance | 109,266 | 110,366 | (1,100) | 124,162 | (14,896) |
| Legal & Accounting | - | - | - | - | - |
| Management Fees & Related Expenses | 231,050 | 212,969 | 18,081 | 223,035 | 8,015 |
| Memberships & Publications | - | - | - | - | - |
| Office and Other Supplies | 1,085 | 2,666 | (1,581) | 800 | 285 |
| Pension and Post-Employment Benefits | - | - | - | - | - |
| PILOT Fee & Other Taxes | 480,179 | 472,661 | 7,518 | 368,000 | 112,179 |
| Printing Services | - | - | - | - | - |
| Repair & Maintenance - Contracts | 403,691 | 572,065 | (168,374) | 272,341 | 131,350 |
| Repair & Maintenance - Supplies | 76,593 | 69,344 | 7,249 | 12,097 | 64,496 |
| Security Patrolling | - | - | - | - | - |
| Storm-Related Damages | - | - | - | - | - |
| Tenant Improvements & Leasing Commissions | (30) | - | (30) | 27,267 | (27,297) |
| Training, Conferences & Seminars | - | 1,082 | (1,082) | 1,693 | (1,693) |
| Transfer Expenses | - | - | - | - | - |
| Utility & Public Works Expenses | 555,461 | 620,012 | (64,550) | 689,045 | (133,584) |
| Vehicles & Small Tools | 2,460 | 1,238 | 1,223 | 1,400 | 1,060 |
| VDOT Maintenance Expenses | - | - | - | - | - |
| Total Expense | 2,401,814 | 2,606,971 | (205,156) | 2,243,685 | 158,129 |
| Surplus/(Shortfall) | (1,111,418) | (1,292,540) | 181,122 | (1,129,872) | 18,454 |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|-----------------|--------------------|----------------|
| Revenue | | | | | |
| General Fund Appropriations | - | - | - | - | - |
| Other Grant Reimbursements | - | - | - | - | - |
| VDOT Maintenance Funds from Hampton | - | - | - | - | - |
| Casemate Revenue & Fees | - | - | - | - | - |
| Residential Rental Income & Fees | - | - | - | - | - |
| Commercial Rental Income & Fees | - | - | - | - | - |
| Special Event Income & Fees | 55,570 | 45,490 | 10,080 | 63,333 | (7,763) |
| Utility Fund Revenue & Fees | - | - | - | - | - |
| Miscellaneous Revenue | 3,214 | 2,396 | 818 | - | 3,214 |
| Total Revenue | 58,784 | 47,886 | 10,899 | 63,333 | (4,549) |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | 5,928 | 1,330 | 4,598 | 10,400 | (4,472) |
| Fringe Benefits | 510 | 146 | 364 | 986 | (476) |
| Total Payroll & Fringe Benefit Expenses | 6,438 | 1,476 | 4,963 | 11,386 | (4,948) |
| Administrative Expenses | 2,296 | 1,814 | 481 | 2,500 | (204) |
| Advertising, Marketing & Public Relations | 528 | 1,874 | (1,346) | 5,333 | (4,805) |
| Architectural & Engineering | - | - | - | - | - |
| Contracted Services | 10,835 | 10,060 | 775 | 13,620 | (2,785) |
| Data & Telecommunications | 1,260 | 1,191 | 70 | 1,267 | (7) |
| Depreciation & Amortization | - | - | - | - | - |
| Event Expenses | 28,184 | 12,285 | 15,899 | 10,000 | 18,184 |
| Furniture, Fixtures & Equipment | 10,934 | 31 | 10,903 | 7,733 | 3,200 |
| Insurance | 2,114 | 1,562 | 552 | 1,800 | 314 |
| Legal & Accounting | - | - | - | - | - |
| Management Fees & Related Expenses | - | - | - | - | - |
| Memberships & Publications | - | 3,850 | (3,850) | - | - |
| Office and Other Supplies | 576 | 886 | (309) | 333 | 243 |
| Pension and Post-Employment Benefits | - | - | - | - | - |
| PILOT Fee & Other Taxes | 14,509 | 14,106 | 404 | 16,667 | (2,157) |
| Printing Services | 138 | - | 138 | - | 138 |
| Repair & Maintenance - Contracts | (374) | - | (374) | 3,333 | (3,707) |
| Repair & Maintenance - Supplies | 381 | 228 | 153 | 500 | (119) |
| Security Patrolling | - | - | - | - | - |
| Storm-Related Damages | - | - | - | - | - |
| Tenant Improvements & Leasing Commissions | - | - | - | - | - |
| Training, Conferences & Seminars | 135 | - | 135 | - | 135 |
| Transfer Expenses | - | - | - | - | - |
| Utility & Public Works Expenses | 6,733 | 5,160 | 1,573 | 6,533 | 200 |
| Vehicles & Small Tools | - | 179 | (179) | - | - |
| VDOT Maintenance Expenses | - | - | - | - | - |
| Total Expense | 84,687 | 54,700 | 29,987 | 81,006 | 3,681 |
| Surplus/(Shortfall) | (25,903) | (6,815) | (19,089) | (17,673) | (8,231) |

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

| Accrual Basis - Internal Unaudited | Jul 1, 2023 - Feb 29, 2024 | Jul 1, 2022 - Feb 28, 2023 | \$ Change | Prorated Budget | \$ Change |
|--|-------------------------------|-------------------------------|------------------|--------------------|------------------|
| Revenue | | | | | |
| General Fund Appropriations | - | - | - | - | - |
| Other Grant Reimbursements | - | - | - | - | - |
| VDOT Maintenance Funds from Hampton | - | - | - | - | - |
| Casemate Revenue & Fees | - | - | - | - | - |
| Residential Rental Income & Fees | - | - | - | - | - |
| Commercial Rental Income & Fees | - | - | - | - | - |
| Special Event Income & Fees | - | - | - | - | - |
| Utility Fund Revenue & Fees | 1,230,524 | 1,282,475 | (51,951) | 1,373,857 | (143,333) |
| Miscellaneous Revenue | - | - | - | - | - |
| Total Revenue | 1,230,524 | 1,282,475 | (51,951) | 1,373,857 | (143,333) |
| Expenses | | | | | |
| Payroll & Fringe Benefit Expenses | | | | | |
| Salaries and Wages | - | - | - | - | - |
| Fringe Benefits | - | - | - | - | - |
| Total Payroll & Fringe Benefit Expenses | - | - | - | - | - |
| Administrative Expenses | - | 35 | (35) | - | - |
| Advertising, Marketing & Public Relations | - | - | - | - | - |
| Architectural & Engineering | - | - | - | - | - |
| Contracted Services | - | - | - | - | - |
| Data & Telecommunications | - | - | - | - | - |
| Depreciation & Amortization | - | - | - | - | - |
| Event Expenses | - | - | - | - | - |
| Furniture, Fixtures & Equipment | - | - | - | - | - |
| Insurance | 1,188 | 1,183 | 5 | 1,577 | (389) |
| Legal & Accounting | - | - | - | - | - |
| Management Fees & Related Expenses | - | - | - | - | - |
| Memberships & Publications | - | - | - | - | - |
| Office and Other Supplies | - | - | - | - | - |
| Pension and Post-Employment Benefits | - | - | - | - | - |
| PILOT Fee & Other Taxes | - | - | - | 14,472 | (14,472) |
| Printing Services | - | - | - | - | - |
| Repair & Maintenance - Contracts | - | - | - | - | - |
| Repair & Maintenance - Supplies | - | - | - | - | - |
| Security Patrolling | - | - | - | - | - |
| Storm-Related Damages | - | - | - | - | - |
| Tenant Improvements & Leasing Commissions | - | - | - | - | - |
| Training, Conferences & Seminars | - | - | - | - | - |
| Transfer Expenses | - | - | - | - | - |
| Utility & Public Works Expenses | 1,608,085 | 2,154,214 | (546,130) | 2,009,943 | (401,858) |
| Vehicles & Small Tools | - | - | - | - | - |
| VDOT Maintenance Expenses | - | - | - | - | - |
| Total Expense | 1,609,272 | 2,155,432 | (546,160) | 2,025,991 | (416,719) |
| Surplus/(Shortfall) | (378,748) | (872,957) | 494,209 | (652,134) | 273,386 |



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 10th, 2024

To: Fort Monroe Authority Board of Trustees

From: Superintendent Jaci Wells

Subject: NPS – April 2024 Meeting Report

Staffing:

- NPS is in the process of completing interviews for our seasonal rangers. Rangers should be onsite mid-May to early June
 - NPS will be providing a “Seasonal Training” for our new Rangers and are collaborating with FMA staff on topics including, interpretation, history, laws and regulations, and public engagement
- Facilities Manager Anthony (Tony) De Marco started March 11th

Building Leases

- Building 185 (Officers Club) will reopen as the Paradise Ocean Club May 10th

Interpretation and Upcoming Events:

- National Park Week April 20th-28th
- Kite Day April 21st
- Garrison Life at Fort Monroe April 27th-28th
 - Experience the sights and sounds of the US Army at Fort Monroe. See soldiers drill on the Parade Ground. Experience black powder firing demonstrations throughout the weekend highlighting Artillery, Cavalry, and Infantry. Hear field music and learn from living historians interpreting 200 years of national defense.
- Walking tour – The Gibraltar of the Chesapeake and the Building of a Nation (Starting outside the VEC)
 - Spring Schedule Wednesday through Sunday Daily at 11 am
 - Summer Schedule 11 am and 3 pm (when seasonals are on board)



United States Department of the Interior

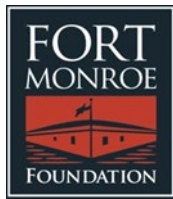


NATIONAL PARK SERVICE
Fort Monroe National Monument
41 Bernard Rd. (Lee's Quarters – Bldg 17)
Fort Monroe, VA 23651

- Walking Tour- Fort Monroe Black Heritage Tour (Starting outside the VEC)
 - Spring Schedule: Friday and Saturday scheduled dates at 1 pm
- Walking tour – Trees of Fort Monroe
 - Every third Saturday of the month March – November, 10 a.m. starting outside VC
 - Conducted with volunteer support from the Hampton Master Gardeners Club Tree Stewards.
- Campfire Talk Series
 - Details TBD
- African Landing Day Commemoration
 - August 22nd-25th
 - In collaboration with Project 1619, Fort Monroe Authority, the City of Hampton, and the National Park Service
- Collaborating with NASA Night Sky organization on evening programming
- Talk- Common Soldier in the American Civil War
 - Learn more about the common soldier, their equipment, and experience during the American Civil War. This program includes historic weapons firing demonstrations
 - Scheduled Saturdays through the Summer
- Contraband Commemoration May 2024
 - Collaboration with FMA and the Contraband Historical Society

Facility and Resource Management:

- Qtrs. 1 work is 80% complete.
- Ongoing maintenance and upcoming projects at several facilities including buildings 32, 185, and 208



**Fort Monroe Foundation Report
to the Fort Monroe Authority Board of Trustees
April 18, 2024 Board Meeting**

The Fort Monroe Authority (FMA) hosted a meeting with community representatives experienced in fundraising and foundation management for the purpose of reviewing the progress and status of the Fort Monroe Foundation (FMF). The attendees learned that the original intent of the Foundation was to become the philanthropic organization which represented Fort Monroe for the purpose of receiving donations towards efforts at Fort Monroe. Although the FMA can receive donations, the thought of the FMA Board of Trustees was that people would prefer to give to a “Foundation” as opposed to an organization that functioned under the responsibilities of the Commonwealth of Virginia. The meeting reviewed successes such as the money raised for the Visitor Center exhibits, the challenges of operating without a dedicated revenue stream, and discussed the potential to become a significant fundraising entity at Fort Monroe.

The first primary take-a-way from the meeting was the universal opinion that the Fort Monroe Foundation must remain, and we must redouble our efforts to make it successful. The unique nature of the responsibilities at Fort Monroe supports the concept of the Foundation and every effort must be made to ensure the success of this philanthropic entity. Additionally, the attendees proposed reviewing the governing documents to insure two members of the FMA would serve on the FMF Board of Directors. They also recommended identifying a list of “big” projects to include funding a Development Director, and then market those projects to local, state, and national organizations to obtain funding. Additionally, partnership possibilities for fundraising and management assistance were recommended and each is presently being explored.

Finally, administrative efforts from the Fort Monroe Foundation include our monthly administrative services of processing gifts, managing approved distributions of resources for designated projects, and preparing for the upcoming Give Local 757 Campaign as well as the next Board of Directors meeting. Additional donor meetings and follow up correspondence with past donors are all in progress.

Sincerely,
Jimmy Gray
President



African Landing Memorial

Board of Trustees Meeting

April 18, 2024

Brian Owens, the sculptor for the African Landing Memorial, has completed the artwork for the African Landing Memorial in accordance with Phase II, The Design Proposal. As described in the agreement, this effort required the artist to further develop and refine the artwork completed in the previously approved Concept Design (BoT approved February 18, 2021) by creating detailed design documents to include precise scale drawings and models of the Relief Wall, the Arc, and the Figures. Although the figures and the drawings are scale models and illustrations, the intent of Phase II was to resolve the composition of the artwork so that the FMA can envision the artist's intentions.

The final composition of the artwork has been resolved and the completed illustrations as well as the scale models, will be displayed at the FMA Retreat meeting for final review and approval by the FMA Board of Trustees

The FMA Staff will next seek approval from the FMA Trustees to move forward with developing the terms and conditions for Phase III which will produce the full-size clay models of the Relief Wall, the Arc, and the Figures, including packaging and preparation for delivery to selected Foundries. A future Phase IV will include the final Foundry production, including management by Brian Owens during the Foundry Process. Phase V is contemplated to be the delivery and installation of the final bronze sculptures to the FMA African Landing Plaza.

For the plaza and site work design, the FMA has provided the Baskervill design team with their final comments on the Working Drawings (WD) for the ALM project. The design team visited the ALM during the week of 1 April to collect final field measurements and is process of incorporating the final comments and revisions into the Working Drawings. The design team is also coordinating the conduit routing for the streetlight fixtures with Dominion Energy's design team.

Once complete, the Baskervill team will submit the Working Drawings set to FMA staff for final review at which point they will be submitted to the Division of Engineering and Buildings (DEB) for review. At the time of DEB submittal, the Fort Monroe Historic Preservation Officer will initiate the Continuing Review process with the Department of Historic Resources (DHR) as well as provide to the public for comment.