



Fort Monroe Authority Board of Trustees
December 15, 2016
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees meeting was held on December 15, 2016 at the Paradise Ocean Club and Bay Breeze Conference Center, located at 490 Fenwick Road, Fort Monroe, VA 23651.

Call to Order

1. Opening Comments – Ralph Northam, Vice-Chairman

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

2. Roll Call – Jessica Turner, Assistant Secretary

Present: Vice-Chairman Ralph Northam, Mary Bunting, Colin Campbell, Delegate Gordon Helsel, Destry Jarvis, Jay Joseph, Senator Mamie Locke, Secretary Molly Ward

Absent: Chairman Jim Moran, Dr. Bill Harvey, Kim Maloney, Larry Wilder for Secretary Todd Haymore

3. Approval of Minutes from October 20, 2016 – Ralph Northam, Vice-Chairman

MOTION: I move the approval of the October 20, 2016 meeting minutes (APPENDIX I).

So moved: Mr. Jarvis

Seconded: Mr. Campbell

Discussion: None.

Public Comment: None.

Unanimously approved.

Reports and Briefings

4. Executive Director’s Report – Glenn Oder, Executive Director

Executive Director Glenn Oder reviewed the Executive Director’s Report included in Board packet (APPENDIX II).

5. Financial Report – John Hutcheson, Deputy Executive Director

Mr. Hutcheson reviewed the Financial Report included in the Board packet (APPENDIX III).

Mr. Hutcheson stated the FMA received a clean audit for the FY16 audit, which was presented to the Finance Committee at its December 8, 2016 meeting.

MOTION: I move the acceptance of the FY16 Audit.

So moved: Mr. Joseph

Seconded: Senator Locke

Discussion: None.

Public Comment: None.

Unanimously approved.

Mr. Hutcheson reported that the updated Capital Improvement Plan (CIP) was presented to the Finance Committee at its December 8, 2016 meeting. Mr. Joseph stated that the FMA will need to seek additional funding in future years to continue funding the CIP.

MOTION: I move the approval of the Capital Improvement Plan.

So moved: Mr. Joseph

Seconded: Senator Locke

Discussion: Mr. Jarvis stated that commercial tenants could utilize historic tax credits to help renovate buildings, which would lower the amount of funding that the FMA would need to acquire.

Public Comment: None.

Unanimously approved.

6. Chairman's Report – Ralph Northam, Vice-Chairman

Vice-Chairman Northam announced that Chairman Moran appointed Jamie Shoemaker to serve on the Finance Committee.

7. Fort Monroe National Monument Report – Terry Brown, Superintendent

Superintendent Brown reported that the Memorandum of Agreement to transfer Area 4 from the Army to the National Park Service (NPS) will be signed on Friday, December 16, 2016.

Superintendent Brown stated the Superintendent's Compendium has been signed. The Fort Monroe National Monument is closed from 12am-5am daily.

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

Mr. Sturk stated that the City continues to work with the FMA.

Old Business

9. Visitor Center Update – Destry Jarvis

Mr. Jarvis reported that he met with Glave & Holmes Architecture and Mr. Campbell to review the plans for the Visitor Center. Mr. Jarvis reviewed the current site plan for the Visitor Center (APPENDIX IV), which includes two additions to the building to allow for an elevator and expanded exhibit space. Mr. Jarvis stated there will be an open house for the public in January 2017.

Mr. Campbell also noted that parking is a concern and should remain a focus of planning efforts. Mr. Jarvis responded that a parking garage will be needed.

10. Legislative Agenda – Glenn Oder

Director Oder reviewed the legislative proposal included in the Board packet (APPENDIX V).

11. 2017 Meeting Calendar – Glenn Oder

Director Oder reviewed the 2017 Meeting Calendar included in the Board packet (APPENDIX VI).

New Business

12. Update on NPS/FMA Strategic Partnership & Vision Meeting – Glenn Oder

Director Oder reviewed the NPS/FMA Partnership presentation (APPENDIX VII). Director Oder stated that the FMA and NPS have been meeting to discuss the collaborative partnership and creating a joint vision for the property.

Vice-Chairman Northam inquired about the status of the STEAM Academy and the Building 5 complex that they had intended to occupy. Director Oder responded that the FMA no longer has a letter of intent with the STEAM Academy and the Building 5 complex has occasionally been of interest to prospective tenants. Mr. Jarvis also commented that Aramark has also expressed interest in the possibilities of overnight accommodations at Fort Monroe and the Building 5 complex may be of interest for this purpose.

Ms. Bunting inquired about the adult lifelong learning campus suggestion that was made at the Board retreat. Director Oder reported that the discussions are ongoing and is still being investigated by Chairman Moran.

Mr. Campbell suggested that this year's Board retreat should consider how the overall property should be used before determining who is going to use it and how the Fort Monroe Foundation fits into the overall strategic plan and vision of Fort Monroe.

Superintendent Brown invited Director Oder to provide this same presentation to the NPS Northeast Region offices.

General Public Comment

Public comments were received from Adrian Whitcomb of Citizens for a Fort Monroe National Park and Kathy Howell of the Howell Creative Group.

Closed Session

13. Acquisition or disposition of real property - in accordance with VA code 2.2-3711(a)(3)
• **Economic Development Conveyance from the Army Negotiations**

MOTION: I move that the Fort Monroe Authority Board of Trustees convene in closed session to discuss matters pursuant to Section 2.2-3711 of the Code of Virginia pertaining to negotiations with the Army concerning the conveyance of land for economic development purposes.

So moved: Mr. Campbell

Seconded: Mr. Joseph

Discussion: None

Unanimously approved

Reconvene

MOTION: I move that the Fort Monroe Authority Board of Trustees end the closed session to discuss matters pursuant to Section 2.2-3711 of the Code of Virginia concerning negotiations with the Army with respect to the conveyance of land for economic development purposes.

So moved: Mr. Campbell

Seconded: Senator Locke

Discussion: None.

Unanimously approved

MOTION: I move that we close the executive session and reconvene an open meeting, and certify that only matters permitted under Section 2.2-3711 of the Code of Virginia concerning negotiations with the Army with respect to the conveyance of land for economic development purposes were discussed by the committee in executive session.

So moved: Mr. Campbell

Seconded: Mr. Joseph

Discussion: None.

Unanimously approved

MOTION: I move that the Board approve the legislative proposal as revised.

So moved: Mr. Campbell

Seconded: Mr. Jarvis

Discussion: None.

Unanimously approved

14. Next Meeting is February 16, 2017

Adjournment

Vice-Chairman Northam adjourned the meeting at approximately 2:40pm.

Respectfully submitted,

Jesica Turner, Assistant Secretary

APPENDIX

APPENDIX I – Minutes from October 20, 2016 Meeting

APPENDIX II – Executive Director's Report

APPENDIX III – Financial Report

APPENDIX IV – Visitor Center Site Plan

APPENDIX V – Legislative Agenda

APPENDIX VI – 2017 Meeting Calendar

APPENDIX VII – NPS/FMA Partnership Presentation