

**FORT MONROE**  
**FEDERAL AREA DEVELOPMENT AUTHORITY**  
**November 19, 2009 ~ Meeting Minutes**

The Fort Monroe Federal Area Development Authority (FMFADA) Board meeting was held on November 19, 2009, at the Bay Breeze Community Center on Fort Monroe.

**I. ADMINISTRATIVE MATTERS**

**A. Call to Order and Opening Comments. Secretary L. Preston Bryant, Chairman.**

Secretary Bryant called the meeting to order at 1:05 p.m.

Roll Call: Chairman Bryant

*Present:*

Secretary Viola Baskerville, Secretary L. Preston Bryant, Jr., Mr. Robert Crouch, Jr., Delegate Tom Gear, BRAC Attorney Mike Coleman for Secretary Patrick Gottschalk, Mr. Robert Harper, Dr. Kanata Jackson, Dr. Wayne Lett, Mr. John Quarstein, Mr. Robert Scott, Mr. Tommy Thompson, General Bob Wagner and Jeanne Zeidler.

Executive Director Bill Armbruster, Garrison Commander Anthony Reyes, Hampton City Council Liaisons Joseph Spencer and George Wallace were also present.

*Absent:*

Secretary Ric Brown, Ms. Catharine Gilliam, Dr. Kanata Jackson, Senator Mamie Locke, and Senator John Miller.

**B. Treasurer's report. Mr. Robert Scott, FMFADA Treasurer.** Mr. Scott stated the Income Statement actually covered four months, as opposed to two months as stated in agenda. He said he has been trying to simplify the reports to the Board citing from the single page Profit and Loss Statement included in the packets. Appendix I.

Mr. Scott also briefed on the revised budget; stating that we have finally have a good angle on what we will be spending during the course of the year. He quoted the following numbers from the third page of the budget: total expenditures of \$4,053,367.00; of that amount \$625,805 will go to personnel services, with the largest portion of \$2,671,118 will be put toward contractual services. The other largest item is for property improvements \$629,000; along with a variety of smaller items. He detailed where the money for the budget was coming from to include: carryover from FY2009; a certificate of deposit; state funds; grants; and carryover of Federal Funds.

Questions/comments: Mr. Thompson asked Mr. Scott to clarify the difference between the red and blue items on the budget. Mr. Scott described the items identified in red were expenditures that went up over the original budget; with the items in blue being the things that went down. Mr. Thompson asked if the personnel items in red meant that we were hiring for that position. Mr. Scott replied yes. Mr. Armbruster stated that the Historic Preservation Officer (HPO) is a requirement of the Programmatic Agreement, and that both the solicitation for the HPO and the Deputy Director of Operations have not yet gone out.

**C. Approval of Minutes from September 24, 2009 Meetings**

**MOTION.** Chairman Bryant stated that we do have a quorum and called for any amendments to the September 19, 2009 AM Board meeting minutes. Mr. Thompson asked that the spelling of his name be corrected. Hearing no more amendments, the motion was made to approve the minutes, which was seconded and passed unanimously. Appendix II.

Secretary Bryant welcomed new Board member General Bob Wagner who is filling the vacancy of Dr. Alvin Bryant. He added General Wagner has served in the Army for 33 years, and was the first commanding general of the Cadet Command; and is very active in the community.

Secretary Bryant added that Delegate Hamilton has resigned; and is a member of the FMFADA Board by virtue of being a member of the House for the 93<sup>rd</sup> district. He added that seat on the Board will remain vacant until his successor is sworn in. With both Dr. Bryant and Delegate Hamilton's vacancy the staff will prepare thank you letters to them for their years of service.

Secretary Bryant also welcomed former House of Delegates Terrie Suit who is working on Governor Elect McDonnell's transition, and that Fort Monroe is part of her responsibility as a transition team member.

## II. REPORTS & BRIEFINGS

Chairman Bryant invited FMFADA Executive Director Bill Armbruster to come forward and give his report.

**A. Executive Director's Remarks, Bill Armbruster.** Mr. Armbruster apologized to the Board for getting the agenda and information out late for the Board meeting due to the recent storm, as Fort Monroe was closed. Appendix III. He covered a variety of meetings and conferences that he and members of the staff had attended to include: a National Preservation Conference, an Office of Economic Adjustment (OEA) Summit, Procurement and Human Resource conferences; along with staff giving updates to community groups in Williamsburg and Hampton. He added that the FMFADA was the lead sponsor of a 400<sup>th</sup> anniversary celebration and conference on Fort Algernonne.

Mr. Armbruster stated that the Army has released its Draft Environmental Impact Statement for public comment, and that the FMFADA has formally submitted comments acknowledging that the impacts identified in the draft would occur at the site over time. He added the FMFADA is committed to managing the potential transportation and noise impacts during the implementation of the Reuse Plan; and that the DEIS was consistent with the land uses identified in the Reuse Plan.

Mr. Armbruster described steps to implement the recommendations for staffing as advised by Robert Charles Lesser and Company (RCLCO). A Request for Proposal (RFP) has been issued for an Interim Deputy Director of Real Estate as well as an RFP for the development of an Environmental Management Plan which is still being worked on. He stated we are preparing a position announcement for the Deputy Director of Operations/Chief Operating Office (COO), as well as a Request for Qualification (RFQ) to hire an architectural firm to develop designs to renovate vacant casemates into offices. Also being drafted is a job description for the Fort Monroe Historic Preservation Officer.

Mr. Armbruster stated we are working with the Training and Doctrine Command (TRADOC) to craft a Memorandum of Agreement (MOA), to retain staffing for the Casemate Museum, and that the negotiations are progressing well. Once this is completed he stated we are hoping to negotiate a separate agreement with the Center for Military History for the loan of part of the Casemate Museum collections, with the intent of having a permanent partnership with the Army to ensure the Casemate Museum remains on Fort Monroe; open and available.

Mr. Armbruster described the renovations being done to Old Quarters One to remedy deteriorating lead based paint, and to allow the FMFADA room to expand the staff.

Mr. Armbruster summarized the report of the Historic Preservation Advisory Group. He highlighted the following: the National Park Service Working Group's study is complete, as well as the report of the Natural Resources Working Group. The African American Cultural Working Group will present its report to the Board at the January Board meeting. The Design Standards and Preservation Management Plan will be completed for public review and final approval after the Army's Viewshed and Cultural Landscape studies are complete.

Mr. Armbruster thanked the National Park Service Review Panel consisting of John Quarstein (chair), Wayne Lett, Lynette Hammond, John Davy, Cherilyn Widdell, Mark Perreault and staff support provided by David Dutton and Cara Metz. This committee's report will be presented today.

Mr. Armbruster stated that he has participated in weekly meetings with FMFADA attorneys and financial advisors on the Economic Development Conveyance, which will transfer title of Army surplus property to the Commonwealth. They are also drafting language for legislation for the General Assembly session. He added that Steve Owens of the Commonwealth's Office of the Attorney General (OAG) will brief on the progress of the Non Profit Corporation.

Mr. Armbruster added that representatives from Bay Area Economics, Interpretive Solutions and Kimley- Horn would present updates later in the meeting.

Mr. Armbruster stated that the FMFADA must submit Biennial FY 2011 and FY 2012 operating budgets as required by the Commonwealth. The FY 2011 budget calls for \$4.7 million in state funding with a staff increase from 9 to 20. FY 2012 calls for a staff of 29 and operating costs of \$10.3 million. He stated it is necessary to increase the staff as we rely less on consultants. Mr. Armbruster stated that these budgets include significant infrastructure, municipal services and renovation costs.

Questions/comments: Delegate Gear asked about the status of the contract the Army had with the company that leases Wherry Housing. Mr. Armbruster stated that he thought it was no longer an issue. Steve Owens of the OAG added that the Army Headquarters indicated that the contract has been terminated; so it would not be an impediment for what we propose for Wherry Housing. Mr. Armbruster stated this information was important because we hope to have responsibility for that housing in the next 6 months. Steve Owens added that we have not seen confirmation of this in writing yet, and would update on this at the next meeting.

Mr. Armbruster continued with his report by stating despite the fiscal situation in Richmond, Fort Monroe will become property of the Commonwealth September 15, 2011, and that the FMFADA must be prepared to take on "a small city." He plans on meeting with our elected officials and contacting each Board member to ask for help in making sure Fort Monroe is adequately funded. He stated both he and the FMFADA staff will seek new sources of funding from granting agencies, as well as public, private, state and federal sources. He said we will especially need help with the infrastructure challenges that we face. Mr. Armbruster concluded by saying we want the transition to be as seamless as possible, and to keep units occupied. He thanked the Board for their leadership and support.

Secretary Bryant announced that since Delegate Hamilton was a discretionary member of the Board, and with impending Board restructuring, we may not need to reappoint a member in his place. He also added that there would be a brief public comment period after the NPS Review Panel's presentation.

- B. Army Update. Colonel Anthony Reyes, Garrison Commander and Robin Mills, Director, Director of Public Works.** Colonel Reyes updated the Board on the recent storm by announcing that there was no damage to the new seawall from the storm, and that there was no structural damage to historic buildings. He stated they are still recovering from the storm, and will update the FMFADA at a later date. He then introduced Robin Mills and Rob Reali to give a National Environmental Policy Act (NEPA) update.

Ms. Mills stated that they are going through over 200 comments received on the DEIS. They had a public meeting on October 5. She added they opened up a public comment period on September 16<sup>th</sup> which will close at the end of October. She stated they are busy gathering all the comments and putting together responses to go in the NEPA document which should be done in April.

She announced the Army has done a Metes and Bounds Survey of Fort Monroe and pointed to her slide presentation. Appendix IV. She described the changes in acreage on the survey, with the overall change being a reduction of about 5 acres. She stated the largest changes were in the reversionary land and the Federal owned land and detailed those changes.

Questions/comments: General Wagner asked if the marina is on accreted land. Ms. Mills replied it is not. Mr. Thompson stated this would be a good time for a written evaluation on the storm water plans. Ms. Mills stated the FMFADA's consultant Kimley-Horn is in the process of doing that.

Ms. Mills introduced Rob Reali, the Fort Monroe BRAC Environmental Coordinator to give an update on the munitions survey. He concluded his presentation by saying they have found no munitions on Dog Beach; and that the next step includes a munitions survey of the moat.

Questions/comments: Mr. Armbruster asked Mr. Reali if he knew the date of the cannon they found buried near Wherry Housing. Mr. Reali said around 1861.

**C. Pete Petersen, City of Hampton Update.** Mr. Petersen stated there were no comments to report.

**D. National Park Service Review Panel, John Quarstein, Chairman.** Mr. Quarstein introduced the rest of the panel, to include Dr. Wayne Lett, Deputy Secretary Lynn-Hammond, Mark Perreault, and Cheryl Widell. He stated that the panel has met every week since the last Board meeting, and are ready to present their recommendations. Mr. Quarstein said the panel really looked at how best to utilize, preserve and protect the natural and historic resources while simultaneously allowing Fort Monroe to be self sustaining. He invited the Board to his power point presentation that detailed the panel's recommendations. Appendix VI. The panel agreed that Fort Monroe should work to become a unit of the NPS in a fashion that allows the Commonwealth to retain ownership of the land. He added that the panel concluded that the Commonwealth should work directly with our Congressional delegation to draft and pass legislation to directly establish a unit at Fort Monroe. He added that the unit should not include all 570 acres on Fort Monroe, but should include at least the following: Old Quarters One, the historic fort structure and moat itself, Batteries Parrot and Irwin, and the radar station. The panel also recommended that the FMFADA manage, reuse and rehabilitate the remainder of Fort Monroe in accordance with the Reuse Plan.

Questions/comments: Mayor Zeidler asked how the group concluded what the Park service should be responsible for. Mr. Quarstein stated the group decided that areas like Casemate Museum should not be included in the NPS unit, as well as the Chapel of the Centurion. He stated the key elements that the panel recommended to be included in the Park Service Unit were elements that they thought the Park Service were accustomed to handling, and could do "what the Park Service does best."

Mr. Crouch asked Mr. Quarstein if there was a precedent for the Park Service to operate a unit with other states or localities maintaining ownership. Mr. Quarstein answered yes, based on the survey done by David Dutton and the NPS Working Group, there was such a unit of the NPS.

Mr. Quarstein concluded by saying the panel was charged with finding out the best way to utilize the resources of the NPS, so that Fort Monroe will be able to utilize that branding.

Ms. Mills reminded the Board that the Army has a core of properties that they are nominating as National Historic Landmarks as part of the PA.

General Wagner asked Mr. Quarstein if he was familiar with Cadet Park. Mr. Quarstein replied yes, that as part of the Interpretive Plan some places like Cadet Park will be preserved but also available for other uses.

Secretary Bryant then opened the floor for public comment prior to the Board vote.

**MOTION.** Mr. Tommy Thompson moved that the Board accept the recommendations of NPS Review Panel, and include them into the product we have at the FMFADA. Mr. Harper seconded. Secretary Bryant asked if there was more discussion. Mr. Quarstein added that it would be the right course of action considering the sort of historic resources we have and need to protect them; as well as beaches, and other areas.

Delegate Gear asked if the Board will be open to other items added to the proposed list of areas to be maintained by the NPS, if it is decided later. Mr. Quarstein stated the Commonwealth will negotiate with our Congressional delegation and the NPS in setting up the park. Delegate Gear asked if once we do that are we locked in with the NPS. John Quarstein said Congress could decide not to do it, or the NPS could persuade Congress to do a smaller resource. He added that we do not think that would happen. Mr. Quarstein then discussed possible scenarios with the legislature if we wanted to change any of the proposed areas.

Mr. Wallace asked if the NPS also assumed the daily costs and costs of maintenance of the areas that they controlled. Secretary Bryant stated that the assumption is if the NPS assumes responsibility for an area, that would include all the costs. Mr. Quarstein stated that the Park Service will also seek nonprofit support and partners. Mr. Wallace asked if any resources from tourism would go to the FMFADA or to the NPS. Mr. Quarstein stated he did not know, those details would be worked out between NPS and FMFADA. He stated there is a broad spectrum of revenues generated from tourism, with the community benefitting as a whole.

Jeanne Zeidler stated that the panel did a great job in laying the framework for the future; we need to be clear that this work is just the beginning with additional work yet to be done. Secretary Bryant added that the Board's vote will give clear direction to start conversations between the Congressional delegaton and the Park Service. Once the legislation is crafted it would go back to the Board, for further review before going to Congress for approval.

Secretary Bryant reiterated the motion to adopt and accept the recommendations as presented by the NPS Review Panel. He then asked for a roll call vote, which was unanimously approved.

Ayes: Baskerville, P. Bryant, Coleman, Crouch, Gear, Harper, Lett, Quarstein, Scott, Thompson, Wagner, Zeidler.

Nays: None

Absent: Brown, Gilliam, Jackson, Locke, Miller.

**E. Legal Issues/EDC Update. Steve Owens, OAG.** Steve Owens began by saying he is still seeking comments from the Board on the draft Articles of Incorporation and By-Laws of the Old Point Comfort Foundation; and that he will provide the information to the Board again. He said to move forward he needs approval on the initial Board of Directors. He said he is also working to make sure all governance issues are addressed, so that the PA can be implemented with ease. Mr. Owens then gave examples of what other issues would need to be addressed such as giving the Foundation flexibility and having the ability to apply for any designations, grants, or benefits that would be available. He stated he hopes to gain support of both Governor Kaine and Governor Elect McDonnell before this legislation goes forward.

Steve Owens announced that with the new survey, approximately 67% of the land reverts to the Commonwealth. He stated since not all the property will revert to the Commonwealth that he, David Knisely and David Shiver are working with the Army on the Economic Development Conveyance to insure all the property comes to the Commonwealth. He stated there is still work to be done, but they are continuing to work on the EDC.

Mr. Owens stated that BRAC Attorney David Knisely was told by the General Counsel's Office the lease on Wherry Housing had been terminated and will find out more specifics for the January Board meeting.

**F. Financial Strategy. David Shiver, Bay Area Economics (BAE) and Tim McGarrity RCLCO.** Mr. Shiver and Mr. McGarrity said they have conferred on the real estate objectives for Fort Monroe while

working independently; then more recently have joined forces to put together a recommendation as shown in their slide presentation. Appendix VII.

Questions/comments: Mr. Wallace asked if they would clarify “RFI/Q/P” as portrayed in the slides. Mr. Shiver stated it meant Request for Interest, Request for Qualifications and Request for Proposal.

Mr. Shiver continued by saying the major issue is to refocus the developer partnership. The market has frozen in the last year, with a real decline in transactions. This will limit the ability of a developer to secure the debt financing and securing investors for projects on Fort Monroe. Based on the capital market conditions both BAE and RCLCO advise the FMFADA to adopt a multiple developer approach, and to be their own “master developer.” Other recommendations included reducing the scope of the first RFI/P/Q to the residential lease program, postponing the Industry Forum to mid-2010, and to engage in a “soft” marketing campaign.

Questions/comments: Tom Gear asked Mr. Shiver to clarify what he meant when he used the term “developer.” Mr. Shiver said the master developer would have a long term relationship with the FMFADA, and would work with them to develop or redevelop. He stated recently he and Mr. McGarrity of RCLCO have come to the conclusion that the FMFADA should avoid having one master developer, and use multiple developers instead.

Delegate Gear asked if BAE and RCLCO were recommending a developer. Mr. Shiver answered that is part of the real estate strategy that the Board approved in the spring. Mr. Armbruster added that the term developer carries a connotation that they would take over and operate Fort Monroe. Mr. Armbruster emphasized that we are not going to sell any property at Fort Monroe, through interim leasing and long term leasing the FMFADA wants to develop a “partner.” The partner would help us operate and manage new construction. He added we can’t do that ourselves, that is why we are looking at it as a partnership. Mr. Armbruster said that both David’s and Tim’s recommendation to use multiple partners is causing us to shift, but does not get away from the fundamental strategy of partners from the private sector. Mr. Shiver stated it is the same concept, but a reduced scope.

Mr. Wallace asked if the marina reverts to the FMFADA. Steve Owens stated the marina is part of the disputed reversion, and is one of the parts included in the EDC. General Wagner stated that he heard a rumor that the Army is considering keeping the marina. Mr. Armbruster stated the rumor is not valid.

Mr. Thompson stated that he hoped the FMFADA Developer would be incorporated, and that the FMFADA would maintain control and authority in accordance with the plan. Mr. Armbruster stated that based on advice from our attorney the FMFADA has the authority to be the Master Developer. Mr. Thompson agreed that the FMFADA would have to increase their staff.

Jeanne Zeidler asked why a Master Developer was initially recommended. Mr. Shiver described some of the advantages of having a Master Developer, but said the shift in the economic market made it more logical to have multiple developers.

**G. Interpretive Planning, Peter Dajevskis, Interpretive Solutions.** Mr. Dajevskis discussed the master interpretive planning component of the planning, and took the Board through a quick review of what the interpretive planning process involves. Appendix VIII. Mr. Dajevskis added that his group is working in context of the overall Reuse Plan. Mr. Dajevskis told the Board that the output of the interpretive planning process will help inform your application for NPS participation; will help provide information for nonprofit formation; and help inform future marketing programs.

Questions/comments: Secretary Bryant added that he hopes some of the IMP planning is focusing on recreation, as the FMFADA has decided to focus initially on recreational areas. This is because some of the recreational areas will be ready for people to enjoy the amenities quickly. General Wagner expressed that he thought a good name for Fort Monroe would be “Fort Monroe Shores.” Mr. Quarstein added that Old Point Comfort is a very powerful concept that FMFADA is looking at also. Secretary Bryant suggested that naming Fort Monroe may be more complicated, as there are many government documents and agreements with the Army that may weigh in on those issues.

**H. Site Conditions Field Work, Jamie Weist, Kimley-Horn Associates.** Jamie Weist gave an update on the Infrastructure Assessment Report that Kimley-Horn is conducting on Fort Monroe. Appendix IX. He stated the report will help FMFADA to develop a capital improvement program, and to ultimately prepare memorandums of agreement (MOA) with different agencies to help maintain and operate the infrastructure systems for the FMFADA. Mr. Weist added that overall the Army did a good job over the past 200 years of keeping things up.

### III. PUBLIC COMMENT

Secretary Bryant then opened the second Public Comment session. Appendix X.

### IV. OLD BUSINESS

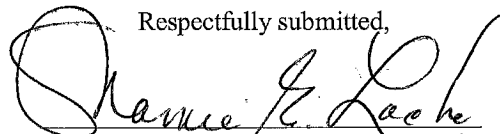
There was no Old Business to come before the FMFADA Board.

### V. NEW BUSINESS

The Chairman called for New Business. Delegate Gear recognized the Citizens for a Fort Monroe National Park for the efforts.

### VII. ADJOURNMENT

Secretary Bryant announced that the next meeting is on January 5th. The meeting was adjourned at 3:55 p.m.

Respectfully submitted,  
  
The Honorable Mamie E. Locke  
Secretary/Treasurer

MEL/jfb

### APPENDICES

**APPENDIX I** FMFADA Treasurer's Report

**APPENDIX II** September 24, 2009 AM Board meeting minutes.

**APPENDIX III** Executive Director's Report

**APPENDIX IV** Army Metes and Bounds Survey

**APPENDIX V** NPS Review Panel Recommendations

**APPENDIX VI** Financial Strategy

**APPENDIX VII** Interpretive Master Plan Presentation

**APPENDIX VIII** Infrastructure – Condition Assessment

**APPENDIX IX** Public Comment

## **PUBLIC COMMENT**

### **Session 1**

Christine Gergely, representing United Daughters of the Confederacy. Ms. Gergely stated that the UDC are stakeholders at Fort Monroe, and have donated to Fort Monroe since the early 1900's. She stated they are pleased that the Casemate Museum may go under TRADOC rather than the NPS. She thanked the NPS Review Panel and the FMFADA Commissioners.

Scott Butler, representing Citizens for a Fort Monroe National Park. Mr. Butler thanked the committee, and stated if their recommendations are approved by the FMFADA this will be a great day for both the FMFADA and the Commonwealth. This will make Fort Monroe a national and international destination. He added more significantly this will make federal funding possible.

Elizabeth Kostelny, representing Preservation Virginia. Ms. Kostelny commended the NPS Review Panel's work. She stated that her group has worked with the NPS and have found that the public/private partnership will draw strength to what you do.

Barbara Drucker Smith, representing self. Ms. Smith commended the Board for hopefully moving ahead with the NPS. She added that the NPS can be instrumental in the way parts of Fort Monroe are presented. The support of the NPS will ripple all over the country, and perhaps all over the world.

### **Session 2**

Mark Perreault, representing Citizens for a Fort Monroe National Park. Mr. Perreault congratulated the NPS Review Panel and thanked the group for recommending an NPS unit.

Jim Neff, representing self. Mr. Neff introduced himself as a resident of the Chamberlin. He said he had concerns of what a Fort Monroe Park would be like, and was concerned that all the buildings would be turned into a place that people would come and look at. He stated the publicity about Fort Monroe Park, made people think the whole 570 acres would be a park, and was glad that only parts of Fort Monroe would be a park.