



Fort Monroe Authority Board of Trustees
Finance Committee Meeting
April 8, 2021 4:00pm
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees Finance Committee met virtually on February 11, 2021 at 4:00 p.m.

Members Present: Mr. Jay Joseph, Chair
Mr. Brian Jackson
Delegate Martha Mugler

Members Absent: Ms. Mary Bunting
Senator Mamie Locke

Staff Present: Mr. John Hutcheson
Mr. G. Glenn Oder
Ms. Donna Swiney
Dr. Yolanda Spooner
Mr. Aaron Whittington

Others: Ms. Katheryn F. Surface Burks, Office of the Attorney General

The Chair, Jay Joseph presided and called the meeting to order at 4:00 pm.

Ms. Donna Swiney called the roll and determined that a quorum was present.

Minutes from February 11, 2021 Meeting

Mr. Joseph called for a motion to approve the minutes of the February 11, 2021 meeting.

MOTION: I move that the FMA Finance Committee approve the minutes of the February 11, 2021 meeting as circulated prior to the meeting (APPENDIX I).

So moved: Delegate Mugler
Seconded: Mr. Jackson
Unanimously approved.

General Public Comment

There was no general public comment.

Reports and Briefings

4. Financial Report – John Hutcheson, Deputy Executive Director

Deputy Executive Director John Hutcheson reviewed the Financial Report included in the Committee package (APPENDIX II). Mr. Hutcheson reported that the Governor's budget is complete and thanked Senator Locke and Delegate Mugler for their work on the budget. Mr. Hutcheson gave an update on the homeless support services agreements.

There was a question regarding adjusting rents. Mr. Hutcheson reported that the process to increase rents annually was halted during the pandemic and will get back to increasing rents on an annual occurrence.

5. Executive Director's Report – Glenn Oder

Director Oder reported that significant progress has been made on the real estate adaptive redevelopment projects and will be discussed in closed session. The strategic action plan is coming to a close and will be a big topic at the Board of Trustees meeting. The Annual Board of Trustees Retreat will be next week and will not be the normal two-day Retreat.

Old Business

6. Army Transfer – John Hutcheson

Regarding the Chamberlin ground lease, the Army has reviewed the documents, will move directly to Environmental Condition of the Property (ECP), and will be able to go to lease.

There was discussion on the lease and the annual payment.

7. Moving Properties to the Marketplace – Glenn Oder

Director Oder reported that work continues with potential developers and progress is being made on all fronts. The outcome of what has been worked on is that a new template has been created to help with other projects and position the FMA well for the future.

8. Utilities Plan Update – John Hutcheson

Mr. Hutcheson shared a presentation updating on the Mercury Boulevard Waterline project, marina redevelopment utility improvements, Ingalls Road redevelopment, and the Dominion Energy Infrastructure improvements.

Mr. Hutcheson stated that the close-out report on construction projects for the Visitor and Education Center will be provided at the June meeting.

There was discussion on recompeting major contracts.

New Business

There was no new business.

Closed Session

9. In accordance with VA code 2.2-3711
- Acquisition or disposition of real property
 - Consultation with Legal Counsel

MOTION: I move that the Finance Committee convene in closed session to discuss matters pursuant to Section 2.2-3711 of the Code of Virginia pertaining to acquisition or disposition of real property located at Fort Monroe, in accordance with Section 2.2-3711(A)(3) of the Code of Virginia; and consultation with legal counsel, in accordance with Section 2.2-3711(A)(8) of the Code of Virginia.

So moved: Mr. Jackson

Seconded: Senator Locke

Discussion: None.

Unanimously approved.

Reconvene

MOTION: I move that (i) 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 and reconvene an open meeting, and (ii) each Board member certify that only those matters lawfully exempted from open meeting requirements under Section 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 convened, were heard, discussed or considered by the Fort Monroe Authority Board of Trustees in closed session.

So moved: Senator Locke

Seconded: Delegate Mugler

Ayes: Jay Joseph, Delegate Mugler, Senator Locke

Nays: None.

Unanimously approved.

10. Next Meeting – June 10, 2021

Adjournment

Chairman Joseph adjourned the meeting at approximately 5:30 pm.

Respectfully submitted,



Donna Swiney, Assistant Secretary