

# **HISTORIC PRESERVATION ADVISORY GROUP**

## **Meeting Minutes**

**August 10, 2009**

**9:40A.M. – 12:25 P.M.**

**Attendees:** Kathleen Kilpatrick, Chair; Eleanor Krause; Dr. Laurenett Lee; John Munick; Mayor Jeanne Zeidler

**Absent:** Alisa Bailey; Robert Nieweg; Dorothy Redford

**Others attending:** John Quarstein, FMFADA Commissioner; Bill Brookover, National Park Service (NPS); Dr. Jim Beard, Virginia Museum of Natural History; John Davy, Virginia Department of Conservation and Recreation; Greg Rutledge, Hanbury Evans Wright Vlattas + Company; David Dutton, Dutton & Associates; Cara Metz, Dutton & Associates; Bill Armbruster, FMFADA Executive Director; Josh Gillespie, FMFADA Project Manager; Joan Baker, FMFADA Executive Assistant/HRD; Trudy O'Reilly, O'Reilly Public Relations. FMFADA Commissioner Catharine Gilliam participated by phone.

Meeting agenda is attached.

### **Call to Order**

Ms. Kilpatrick called roll and asked for any discussion or corrections to the June 1, 2009 meeting minutes. Ms. Eleanor Krause moved approval of the minutes, seconded by Mr. Zeidler. With Mr. Munick's arrival creating a quorum, the minutes were approved by unanimous consent.

### **HPAG Chairman Report/Discussion**

Ms. Kilpatrick emphasized that this meeting was critical because while the HPAG would be looking at drafts of both the Natural Resources Working Group's (NPRWG) report and the National Park Service Working Group's (NPSWG) report, she hoped these drafts could be approved in this form and finalized in time to be presented to the FMFADA Board in September with an HPAG recommendation.

Ms. Kilpatrick proposed the forming of a new group that would formulate a "to do list" through the remainder of the year, that in particular would give guidance to the FMFADA as to what its focus should be. She stated there is less than five months left with this administration and recognized that there will be a new governor and new FMFADA members, and said that she would come back to this later in the meeting. She recognized Bill Armbruster to report.

### **FMFADA Executive Director's Report**

Mr. Armbruster gave an overview of the key actions of the FMFADA. He stated the most significant item was that the FMFADA became politically and financially independent as an organization on July 1. He noted that Crystal DeAngelis had been hired as Director of Finance and FMFADA is getting ready to interview candidates for Procurement Manager. He stated the FMFADA needed the fiscal flexibility as it moves to a more business orientation. He stated Joan Baker has assumed the Human Resource position, and we are waiting for the Executive Committee to review personnel policies for the FMFADA Board to formalize. He reported FMFADA will also be looking at hiring additional personnel based on the recommendations from Robert Charles Lesser & Company (RCLCO) on the FMFADA management structure. Mr. Armbruster added that two budgets were approved by the Board in July. An interim budget was approved that did not include the grant money from the Office of Economic Adjustment (OEA), since at that time the grant application had not been formally approved. The OEA approved the grant application two weeks later, resulting in the approved budget of \$3,723,551 for this fiscal year. He stated the FMFADA is waiting to hear what will happen in Richmond as far as the budget crisis.

Mr. Armbruster said the FMFADA hired Kaufman & Canoles law firm to help create the 501(c)3, and it is expected they will report at the September Board meeting. Mr. Armbruster added the FMFADA has approved a Memorandum of Agreement with the City of Hampton for municipal services, and hopes to have a formal agreement with the City by this time next year. Mr. Armbruster said the FMFADA is working on getting itself in a position so as not to inherit an inventory of empty or mothballed buildings. He added that the Army has been very cooperative with the FMFADA pursuing interim leasing opportunities, although there are not many vacant buildings now. He said the hope is to have tenants ready to move in as buildings come available and that the Army has agreed to bring in military families up to when they leave in 2011. The hope is also to keep those military families here. He stated the FMFADA will also look into interim leasing strategies for the commercial and other buildings, and that staff is talking to a number of potential tenants already.

Mr. Armbruster briefly discussed RCLCO's work to study the FMFADA's governance and management. At the July Board meeting, Chairman Bryant appointed a committee chaired by Robert Crouch to examine their work. Mr. Armbruster stated that the FMFADA must orient itself as a business entity. RCLCO's study calls for a Director that functions as a CEO, and four divisions to include real estate, historic asset management, public programs, and operations. He added that RCLCO also gave recommendations on the structure of the FMFADA as a board, suggesting trimming the size of the Board and for the Board to have more of a business background and professional expertise in relevant areas. He stated any changes to the Board will require action by the General Assembly. Mr. Armbruster announced there will be a charrette in September prior to the Board meeting to address this, and the HPAG is invited to attend.

Questions/comments: Ms. Kilpatrick reminded that RCLCO's report is a draft; and that the subcommittee is still working on it and will come back with recommendations. Ms. Krause asked if the committee's discussions addressed how the design process will interact with the governing process. Mr. Armbruster stated that was a large amount of discussion on that, and the role of the Fort Monroe Historic Preservation Officer (HPO). Ms. Kilpatrick stated that she had concerns with RCLCO's report in that they looked at the Programmatic Agreement (PA) but not the Design Standards as a focus. She said the PA deals with the interconnection between the HPO and the State Historic Preservation Officer (SHPO), but does not address the interconnection with governance with the HPO. Ms. Krause suggested a crossover type meeting or conference call with RCLCO, the Governance Committee, and the HPAG before the charette would be very useful. Ms. Kilpatrick stated the conversation should also include the Department of Historic Resources (DHR) staff who know the PA and will be an critical part of the continuing consultation. Ms. Kilpatrick stated that this afternoon Mr. Armbruster, Ms. Krause, Mr. Rutledge and Mr. Gillespie would be doing a walkthrough of the Design Standards with DHR staff.

Mr. Armbruster continued with his report by stating that the FMFADA had reissued the solicitation for the Interpretive Master Plan. He said staff was disappointed with the results of the first RFP, and that it had been re-crafted to remove any ambiguities. He there would be a selection committee that will include members of the HPAG, and hoped to have someone selected before the end of August.

Questions/comments: Ms. Kilpatrick noted to Mr. Armbruster that HPAG member Dorothy Redford had expressed an interest in being a part of the selection committee. Mr. Munick asked Mr. Armbruster about the results in the quest of stimulus funds. Mr. Armbruster stated that FMFADA did not receive any stimulus money for infrastructure improvements but that it had gotten a little over \$1M from the Commonwealth for the operations and maintenance part of the budget. He stated money was needed from the General Assembly in order to be successful in matching federal dollars from OEA: accordingly, the Commonwealth went back and allocated enough from the General Fund to match the federal funds. Mr. Armbruster added he met with both representatives from the Army and the OEA to make a plea for their help in getting funding for the backlog of work to be done on infrastructure. He said he is also going to meet again with Senator Webb and Congressman Nye.

### **Natural Resources Working Group Report**

Jim Beard and John Davy gave an overview of the work the group had done over the last four months, and presented an Executive Summary of their work (Attached). Dr. Beard stated the group is mostly interested in the area north of the Wherry district, although they have recommendations for other parts also. Mr. Davy detailed many of the group's recommendations on a map entitled "Fort Monroe Recreation Resource Concept Plans" which described potential

recreational uses for the different areas of Fort Monroe. He added that a digital copy of the map will be available on the FMFADA Egnyte site. Dr. Beard said that the group's concept was to preserve and protect the extant natural features. This would include other areas of the Fort with serious consideration given to the live oaks, a signature of the property.

Questions/comments: Mr. Casey stated the NRWG is concerned about the northern neck of the property, and does not endorse having a connecting road through to Buckroe, since the affected area is small and suited for recreation. The NRWG suggests a smaller cut through like a bike trail. Ms. Kilpatrick said this is a significant issue in that the FMFADA has expressed some interest in having a connecting road; she noted that it would be important for the NRWG to highlight this point as a recommendation to the FMFADA. She asked the NR Working Group to be sure to overlay its work so far with the Design Standards, the PA zones and the current Reuse Plan. Returning to the road issue, Jim Beard stated that the inclusion of a road would not be compatible with a recreation plan or with natural resource conservation. He stated that the NRWG views this area as a multiuse recreation area, and as a showcase for environmental reclamation. Mr. Quarstein asked if there will be some acceptable way to connect that end of Fort Monroe to Buckroe. Dr. Beard said the NRWG would like to see a bike trail with perhaps permit access [*from the south*] to prevent overcrowding and to limit traffic.

Ms. Krause expressed concerns with the amount of parking, and asked if there was an option to have a parking garage in Phoebus with shuttle buses moving people back and forth. Dr. Beard stated the NRWG did not do an exhaustive study of the parking issue but thinks there is enough parking without off-site parking. Ms. Kilpatrick said thought should be given to transportation and parking in creative ways such as golf carts, use of smaller lots scattered about, etc. Mr. Casey said parking problems would be mostly during holiday weekends and special events. Mr. Munick stated that he thought a parking garage near the Chamberlin is extremely important, to fulfill the original plan in regards to the Chamberlin. He added that not having parking for the assisted living facility in addition to the present economy has negatively affected the Chamberlin. He stated the parking garage in that location is still in the overall plan, and that they are hopeful that will come about. Ms. Kilpatrick acknowledged the the commitment to provide for parking across from the Chamberlin while stressing that a facility on that site could only be so big and should not be thought of as *the* solution for all parking needs at the Fort Monroe. Ms. Krause added when we get an opportunity for a transportation analysis we need to look at the opportunities with Phoebus. Mr. Quarstein added that historically Buckroe Beach and Old Point Comfort were connected, and we need to work with the City of Hampton on this possibility. He said Buckroe has parking owned by the City, and there may be a chance to tie the two together – this would tie in use in a very positive way.

After discussion on the ownerships of the fences and beach bordering the Northern end, Ms. Kilpatrick made the recommendation that there should be ongoing discussion and cooperation to explore partnerships with the Buckroe area.

Jim Beard added that the NRWG is recommending a fort wide system of trails. He said they envision the sea wall as a thoroughfare for bike and pedestrian traffic, connecting one end of the fort to the other. He noted these trails could be used to integrate natural and historic resources. John Casey stated people want a livable, walkable community. Jim Beard said the group recommended directing beach traffic down Stillwell, and traffic to the Fort down Ingalls Road, which would make two traffic streams and reduce congestion. The NRWG concluded that locating the small boat launch by the entrance of Fort Monroe would further reduce vehicular congestion. The Potential Recreational Uses Map for Fort Monroe also included launching areas for kayaks, personal watercraft, etc. Dr. Beard said this is a great place for environmental education because the natural area is accessible and diverse. He said they envisioned an area in the center like a nature center that groups could gather and go out and investigate. The NRWG decided a boardwalk system would be too invasive for the marshes, but would like to have a marsh overlook.

As for restoration projects, Dr. Beard stated the NRWG suggested removing invasive species. A shoreline restoration project should include installing a riparian buffer. Restoration projects could also be used as educational opportunities. Ms. O'Reilly said that Fort Monroe sponsored a Bike Day, which drew over 200 bicyclists to the Fort. She asked if the NRWG considered a bicycle storage facility. Dr. Beard stated the only change to the seawall or promenade suggested would be to add handicap access, and that the one major recommendation for parking in those areas would be to include handicap parking spaces. Mr. Armbruster announced that the Army just opened up the replenished beach area close to the Chamberlin for the first time in forty years, and that this has increased activity.

Mr. Munick asked if the NRWG took a position on fishing from the promenade. Dr. Beard stated they would prefer fishing piers, so as not to interfere with the pedestrian and bike traffic on the promenade. Dr. Beard said the group did talk about an area set aside for surf fishing, and may recommend building a third fishing pier, as they believe there will be demand for it.

Dr. Beard said the NRWG also worked with representatives from the Chesapeake Bay Foundation, and that the CBF shared methods of water run-off control, including: redirecting down spouts, retention ponds, and permeable pavers. Ms. Krause expressed concern with duck hunters being combined with kayakers. Mr. Quarstein said he didn't think that would be a problem, since the seasons these activities take place usually do not coincide.

Ms. Kilpatrick restated the hope that the NRWG would continue and complete their work, reporting to the FMFADA Board in September with a formal vote of confidence from the HPAG. She stated she thinks the NRWG's report is an excellent report. She asked that any recommended potential new construction be finalized with the PA and Design Standards in mind. She also asked if the group addressed birding. Jim Beard said this will be one of the premier birding spots in southern Virginia.

**MOTION.** Following a motion and second to endorse the general direction of the NRWG's report and to recommend these methods to the FMFADA, the vote was unanimous from the HPAG to endorse this report.

Ms. Kilpatrick spoke to Dr. Beard about the importance of working on a tightly structured presentation for the FMFADA.

### **Current and Anticipated Public Programs**

FMFADA Project Manager Josh Gillespie gave a detailed summary of many of the programs open to the public currently on Fort Monroe, and some of the potential future public programs on Fort Monroe (Attached).

Questions/comments. Mr. Armbruster added that all of these events dates/times are available on the FMFADA website. He added that the point is there are many activities open to the public on Fort Monroe, and we are trying to encourage public participation. Dr. Lee asked if the Army knew the demographics of the people who attended the large events. Mr. Gillespie said the Army may not track that information but will investigate. Mr. Armbruster testified that many of the events, like the concerts on Thursday nights, have been ongoing for many years and have become tradition, and that the audiences for these events are a mix of families, singles, retirees, senior citizens, etc. Ms. Kilpatrick asked Mr. Gillespie to follow up on Dr. Lee's question.

### **Design Standards**

Mr. Greg Rutledge of Hanbury, Evans, Wright + Vlattas said the Design Standards are moving forward. He stated they have been working on restructuring the standards, and that he is very pleased with how they are shaping up. Ms. Kilpatrick added that there have been important issues that have come out during this phase that have been folded in. Ms. Krause said they are breaking the Management Zones into subzones, and that Mr. Rutledge has worked on a series of greatly detailed maps to be included in the Design Standards.

### **African American Cultural Working Group**

Dr. Laurant Lee stated the African American Cultural Working Group (AACWG) had its first meeting on June 1<sup>st</sup>, and were presented with research from Dr. Ywonne Edwards-Ingram and Joan Charles on the contraband story. She stated the group agreed that the success of this project

must cover the whole span of history, not only the Civil War era. She detailed other opportunities the group plans to pursue in her report (attached). Dr. Lee concluded her report by saying the AACWG plans to have a draft report to present to the HPAG at the next meeting on October 15th.

Questions/comments: Ms. Kilpatrick passed along that there was a great deal of discussion at the FMFADA meeting on using different technology to interpret and share the resources, and she hoped the AACWG will include that concept in its work.

### **HPAG Annual Report to the Governor**

David Dutton gave an overview of a report summarizing HPAG's accomplishments for the year. This report is required by the FMFADA By-Laws to file with the Governor annually.

Questions/comments: Ms. Kilpatrick asked whether there might be messages that would carry more weight if passed along in separate communications rather than a short joint annual report. Mr. Armbruster stated the reports could be submitted separately or together.

**MOTION.** Since the HPAG had not seen a copy of the draft in advance of the meeting, Ms. Kilpatrick asked the HPAG members if they would authorize her to work with David on a final draft of the report. John Munick motioned, and Eleanor Krause seconded. The vote was unanimous.

Ms. Kilpatrick said this report might be used to reiterate the request to explore all possibilities for Federal funding. She reminded everyone that it is important to make the best use of this opportunity, particularly since this will be a document of record for the new governor to reference for FMFADA and its HPAG activities.

### **National Park Service Working Group Report**

Mr. Dutton gave an overview on the National Park Service Working Group's (NPSWG) study and a detailed update on the working group process. He noted that the group is still getting comments from its members, and that once those comments were in, a draft written report would be distributed to the HPAG. He reminded the HPAG of the Chairman's charge to the NPSWG's to take a factual look at the range of opportunities for the Park Service to participate at Fort Monroe. Accordingly, the report will not be providing recommendations, but will present facts to the FMFADA for deliberation. He described the methods used, to include: looking at a series of general management plans for different parks; gathering information from private partner organizations and nonprofits; interviewing individuals including superintendent of parks like the Presidio, Golden Gate National Recreation Area, Jamestown, etc. He noted that successful parks usually have a successful nonprofit partner. Cara Metz continued the presentation (attached) and gave examples of the many combinations of partnerships with the NPS. Mr. Dutton followed up

with examples of financial considerations. Mr. Dutton stated that in the case of a Special Resource Study it is critical that the legislation include all the wording that is wanted. He also added that there is a backlog for Special Resource Studies of at least two years, with the average range to complete these studies taking three to five years. Ms. Metz gave examples of the broad range of the NPS involvement with interpretation, construction, procurement, property ownership, resource protection, and the range of how responsibilities are divided. Mr. Dutton said there is inherent value in the NPS brand for marketing and interpretation.

Mr. Dutton outlined the NPSWG's next steps. The NPSWG is waiting for comments from their members and Terry Moore of the NPS and from others on the draft report. Once these comments are addressed the Group will make a presentation to the FMFADA.

Ms. Kilpatrick asked for any comments from NPSWG committee members Catharine Gilliam and John Munick. Ms. Gilliam thanked the group for a great job, and Mr. Munick reiterated that there were many possible combinations for partnership.

**MOTION.** Ms. Krause made the motion to endorse both the draft and the recommended moving forward with the next step. Mr. Zeidler seconded. With no further discussion, all were in favor with a unanimous vote.

Ms. Krause said it would be interesting to see how a potential partnership would affect the Governance Plan and the Interpretive Master Plan. Mr. Armbruster stated that the report would be posted on the FMFADA website, and comments will be invited.

### **Future Agenda Items**

In addition to continuing activities, Ms. Kilpatrick asked for volunteers to work on a new effort to create the "to do list" as mentioned previously in the meeting. Ms. Krause and Mr. Nieweg were appointed to that subcommittee.

### **Public Comment**

Mark Perreault, representing Citizens for a Fort Monroe National Park. Mr. Perreault commended the HPAG and other committees on their work. He said he still had concerns about the Wherry District's use being undetermined, and that a recreational use should be considered for it. He added Governor Kaine mentioned in the Virginia Pilot newspaper the importance of park space in Hampton Roads. Mr. Perreault congratulated both the NRWG and the AACWG, and was please to see the AACWG would address the entire span of African American History at Fort Monroe, not just the Civil War era.

Next scheduled meeting is Monday, October 5.

The meeting was adjourned at 12:23 p.m.

Respectfully submitted, Joan Baker Executive Assistant to the FMFADA