



Fort Monroe Authority Board of Trustees
June 18, 2015 – 1:00pm
Meeting Minutes

The Fort Monroe Authority (FMA) Board of Trustees meeting was held on June 18, 2015 at 1:00pm at the Bay Breeze Conference Center in Fort Monroe, Virginia.

Call to Order

1. Opening Comments – John Lawson, Chairman

Chairman Lawson called the meeting to order at 1:00pm

2. Roll Call – Jesica Turner, Assistant Secretary

Present: Chairman John Lawson, Vice-Chairman Ralph Northam, Colin Campbell, Larry Cumming, Delegate Gordon Helsel, Jay Joseph, Senator Mamie Locke, Kim Maloney, Congressman Jim Moran, Secretary Molly Ward, Larry Wilder for Secretary Maurice Jones.

Absent: Dr. Bill Harvey

3. Approval of Minutes from April 16, 2015 – John Lawson, Chairman

MOTION: I move the approval of the April 16, 2015 meeting minutes (APPENDIX I).

So moved: Delegate Helsel

Seconded: Vice-Chairman Northam

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 the Board package (APPENDIX II). Director Oder reported that the FMA will be moving into Building 83 within the next two weeks. Director Oder also stated that the YMCA has now opened and is taking new memberships at the Fort Monroe location. Director Oder reported that over 8,000 people attended the Bodacious Bazaar this year and the Music by the Bay Summer Concert Series has kicked off. The Fourth at the Fort celebration is moving forward and the FMA is expecting approximately 15,000 people to attend.

Enclosed in the Executive Director's report is the 2014 Annual Report. Director Oder also reported that the Casemate Museum is working on an upcoming Lafayette Dinner fundraising event for the Fort Monroe Foundation for October 2015.

Director Oder stated that he and Deputy Executive Director John Hutcheson will be attending the Association of Defense Communities conference in Washington, DC later in June.

Chairman Lawson and Congressman Moran applauded Director Oder and the FMA staff's enthusiasm for Fort Monroe and the ongoing activities since the last Board meeting.

5. Financial Report – John Hutcheson, Deputy Executive Director

Mr. Hutcheson reviewed the Financial Report included in the Board package (APPENDIX III). Mr. Hutcheson reported that as of April 30, 2015, the Authority government fund had \$4,105,093 in cash on deposit in public fund accounts at Old Point National Bank (OPNB). The Authority also has \$350,865 in restricted cash on deposit at the same bank. Government fund expenses for the ten-month period were \$3,440,185 compared to \$3,804,886 for the prior fiscal year.

Consulting expenses have decreased compared to prior year by \$397,887. Site Operating Costs have increased by \$283.1k as a result of Veolia increasing full-time staffing to six employees effective June 1, 2014. As previously reported, the decrease is VDOT-related expenses results from FY13 expenses (\$316.3k) paid in FY14.

Mr. Hutcheson reported that as of April 30, 2015 the Authority enterprise fund had \$265,418 in cash on deposit as well as \$274,660 in restricted security deposits in public fund accounts at OPNB and \$500 in petty cash. The enterprise fund net equity position as of April 30, 2015 is a deficit of \$5,116,844 compared to a deficit of \$2,805,418 for the prior year.

Mr. Hutcheson also reviewed the revised FY15/16 budgets, which are included in the Financial Report. Mr. Hutcheson stated that these budgets reflect the savings strategies implemented in the Governor's budget and a reforecast of the current fiscal year.

MOTION: I move the approval of the revised FY15/16 budgets as presented.

So moved: Mr. Cumming

Seconded: Delegate Helsel

Discussion: None.

Public Comment: None.

Unanimously approved.

Mr. Hutcheson reported that the Board needed to commit funds for certain projects and reviewed the information enclosed in the Financial Report.

MOTION: I move the commitment of funds as presented.

So moved: Mr. Campbell

Seconded: Mr. Cumming

Discussion: None.

Public Comment: None.

Unanimously approved.

6. Chairman's Report – John Lawson, Chairman

Mr. Lawson will defer his Chairman's Report until later in the meeting.

- 7. Nominating Committee Report – Colin Campbell, Committee Chairman**
Mr. Campbell reported that the Nominating Committee Report is postponed due and the Board would receive a report prior to the August 20 Board meeting.
- 8. Fort Monroe National Monument Report – Kirsten Talken-SpaULDING, Superintendent**
Superintendent Talken-SpaULDING reported that cleanup is ongoing at Building 17. Superintendent Talken-SpaULDING also reported that new interstate signage will be going up in July. In addition, documents required for the transfer of property to the National Park Service are moving forward.
- 9. Army Caretaker Report – Jeff Pasquino, Army Caretaker**
There is no Army Caretaker report.
- 10. City of Hampton Report – Bruce Sturk, Director of Federal Facilities**
Mr. Sturk reported that zoning meetings are ongoing. In addition, Mr. Sturk announced some road closures relative to upcoming events in Hampton.

Old Business

- 11. Status of the Army Transfer to FMA – Glenn Oder, Executive Director**
Director Oder reported that the Governor's administration continues to negotiate with the Army regarding an exchange deal including road projects. Director Oder stated that the Army Caretaker has allowed the FMA to utilize and rent the Post Theatre, allowing it to become a community asset.
- 12. Transfer of Property from FMA to NPS – Glenn Oder, Executive Director**
Director Oder stated that all transfer documents are moving forward and a property transfer may occur by the end of 2015.
- 13. Master Plan Implementation**
Chip Dicks with FutureLaw reported that FMA staff and City staff are meeting regularly to discuss zoning and parking plans for each use included in the zoning plan. Mr. Dicks states the goal is for staff to finish their work by the end of the summer, with plans for stakeholder meetings in the fall and public hearings by the end of 2015. Further details will be provided at the August Board meeting.

Congressman Moran inquired about including structured parking on the site in order to preserve open space in other areas. Mr. Dicks replied that the plan does identify several spaces where structured parking would be appropriate.

Mr. Joseph requested a comparison of the zoning plan and the Fort Monroe Master Plan and the instances where the two plans diverge when the zoning plan is presented to the Board.

Mr. Hutcheson addressed the issue of utility transfers at Fort Monroe, reporting that several utility repair projects have been underway or are in the plans with maintenance reserve projects. Upcoming utility projects will be used in conjunction with the local utility provider so that, over time, the utility systems can be incrementally turned over to the local provider.

Director Oder stated the Waterfront Park design team has created a preliminary site analysis. The next phase of the design will be to establish preliminary concepts, which will be presented to the public for comment.

Chairman Lawson inquired how the Waterfront Park plugs into the National Park Service property. Director Oder responded that the design plan will include connections to the NPS property, as described in the Master Plan. The entire Waterfront Park will become the basis for a capital campaign to pay for the implementation of the plan on the FMA property. The Waterfront Park plan does not include design on NPS property.

14. Unresolved Property Transfer Issues

Mr. Hutcheson reported that the Dominion Power dispute is ongoing as the Army has not yet resolved their dispute with Dominion Power. The dispute centers on how Dominion will recoup their investment in the system prior to the BRAC decision. However, the dispute does have ongoing impacts on the FMA's use of the system because Dominion has indicated they will not do any further upgrades to the system until the dispute with the Army is resolved.

Director Oder reported that the FMA attended a meeting with DEQ regarding the environmental carve outs and has also received information regarding the environmental carve outs within the North Gate property.

Mr. Campbell emphasized that it is important for the Board to understand the impacts of the environmental carve outs on the development process and projections.

15. Economic Impact Study – Glenn Oder, Executive Director

Director Oder reported that the FMA has engaged Christopher Newport University to conduct an economic impact study in order to begin to quantify the economic impact of Fort Monroe and its visitors.

New Business

Director Oder reported that the FMA had previously produced an Interpretive Master Plan that addressed programming at Fort Monroe. The FMA staff is investigating the possibility of revisiting this since the Plan was created prior to the existence of the Fort Monroe National Monument.

Director Oder stated that work is ongoing to plan for commemorative events in 2019. Director Oder serves on both the City's and General Assembly's Commissions to commemorate the events of 1619.

6. Chairman's Report – John Lawson, Chairman

Chairman Lawson reported that this will be his last meeting as a member of the Board. Chairman Lawson stated that the Wherry Quarter is the most valuable land at Fort Monroe for future development and should not be transferred to the National Park Service. Transferring this property to the NPS would be a significant departure from the Master Plan and would ensure that the Commonwealth will have to continue to fund Fort Monroe for the foreseeable future.

Congressman Moran stated that the entire Fort Monroe Authority is very grateful to Chairman Lawson for his dedication and leadership throughout his service on the Board.

General Public Comment

- A. **Russ Tinsley, Oozlefinch Brewery** – would like to ask the Board's consideration of a lease agreement to open the Oozlefinch Brewery at Fort Monroe.

Closed Session

16. Acquisition or Disposition of Real Property

- **EDC Negotiations**
- **Transfer of Commonwealth Property to NPS**

MOTION: I move that these proceeding will continue in closed session to address the potential acquisition or disposition of real property pursuant to VA Code §2.2-3711(a)(3), more specifically the EDC negotiations with the Army and the transfer of Commonwealth property to the National Park Service.

So moved: Vice-Chairman Northam

Seconded: Mr. Wilder

Discussion: None

Unanimously approved

MOTION: I move that we adjourn closed session and reconvene in open session.

So moved: Vice-Chairman Northam

Seconded: Mr. Cumming

Discussion: None.

Unanimously approved

ROLL CALL: Each member will now certify that only matters appropriate for closed session were discussed.

Ayes: Chairman John Lawson, Vice-Chairman Ralph Northam, Colin Campbell, Larry Cumming, Delegate Gordon Helsel, Jay Joseph, Senator Mamie Locke, Kim Maloney, Congressman Jim Moran, Secretary Molly Ward, Larry Wilder for Secretary Maurice Jones.

Nays: None.

Mr. Cumming confirmed that he will continue to represent the Board to the Office of the Attorney General regarding legal issues related to transfer. Secretary Ward commented that Mr. Cumming is not the Board's attorney, Jim Fiorelli from the Attorney General's office is the Board's counsel. Mr. Campbell stated that there will be a lot of activity taking place prior to the August meeting that will impact the future of Fort Monroe and the Board and that communication with the Board as to those activities will be very important during this timeframe.

Reconvene

17. The next Board meeting is August 20, 2015 at 1:00pm.

Chairman Lawson adjourned the meeting at approximately 4:30pm.

Respectfully submitted,

Jesica Turner, Assistant Secretary

APPENDIX

APPENDIX I – Minutes from March 5, 2015 Meeting

APPENDIX II – Executive Director's Report

APPENDIX III – Financial Report