

**TO:** Members of the Board

**FROM:** Bruce Steadman  
Executive Director and Secretary

**DATE:** January 17, 2018

**SUBJECT:** Agenda for Board Meeting of the Authority

1. **Call to Order – Dr. Robert Lucky, Vice-Chairman**
2. **Pledge of Allegiance**
3. **Notice of Public Meeting - Roll Call – Bruce Steadman, Secretary**
4. **Approval of Previous Month's Board Meeting Minutes**
5. **Welcome – Dr. Robert Lucky, Vice-Chairman**
6. **Secretary's Report**
7. **Treasurer's Report**
8. **Public Comment Regarding Board Action Items**
9. **Executive Director's Report:**
  - Update on Requests for Proposals (RFPs) and Contracts
  - Update on Requests for Offers to Purchase (RFOTPs)
  - Update on Marketing Effort
  - Action Items for Next Month
10. **Committee Reports**
  - Audit Committee – Robert Lucky, Chairman
  - Real Estate Committee – Robert Lucky
  - Environmental Staff Advisory Committee – Kenneth J. Kloo, Chairman
  - Historical Preservation Staff Advisory Committee – Jay Coffey, Chairman
  - Housing Staff Advisory Committee – Gina Fischetti, Chairwoman
  - Veterans Staff Advisory Committee – Lillian Burry, Chairwoman

11. **Board Actions**

- a. Consideration of Approval of Records Custodian.

12. **Other Items**

13. **Public Comment Regarding any FMERA Business**

- Responses to questions submitted online or in writing

14. **Adjournment**

**MEMORANDUM**

TO: Members of the Board

FROM: Bruce Steadman  
Executive Director

DATE: January 17, 2018

SUBJECT: Monthly Status Report

**Summary**

The following are brief descriptions of the Fort Monmouth Economic Revitalization Authority (FMERA) staff's monthly activities which include an Update on Requests for Proposals (RFPs) and Other Contracts; Update on Requests for Offers to Purchase (RFOTPs); Update on Marketing Effort; and Action Items for Next Month.

**Treasurer's Report**

1. 2017 Comprehensive Annual Report of the Authority

FMERA staff is beginning to prepare the Authority's 2017 Annual Report for presentation to the Audit Committee with the audited financial statements, which serve as FMERA's comprehensive annual report to meet the requirements of Executive Order No. 37 (2006). It is expected that a draft report and statements will be available for review in mid-March, and finals presented to the Board in April.

The Authority's independent auditors, Clifton Larson Allen, will begin work on their audit of the Authority's operations in early February. The auditors will report on the Authority's financial statements and accompanying notes, as well as report on the Authority's internal controls and compliance in accordance with Government Auditing Standards. Field work will begin the week of February 26.

**Executive Director's Report**

1. Update on RFPs and Contracts

- Utilities: Work continues on the Main Post water line extension project, and will continue over the next several weeks. The eleven thousand linear foot water main extension will encompass a significant portion of the Main Post Historic District. Temporary road closures are in effect as the work progresses. Sanitary system work continues in its pre-construction phase, as RPM, in conjunction with Two Rivers Water Reclamation Authority, moves toward installing a sanitary main from the Officer Housing area to the Two Rivers meter. In Charles Wood, we anticipate that we will close with JCP&L very soon on the transfer of the substation.



- Suneagles Golf Course: FMERA has executed an agreement with Martelli Development, LLC for the sale of the golf course. This agreement also will turn over operation of the golf course to Martelli following a 30-day notice to Linx Golf Management. Our sincere thanks to Linx for 6+ years of successful golf course operations.

## 2. Update on RFOTPs

The following is a town-by-town summary of the status of our redevelopment projects.

In **Oceanport**, FMERA closed on the Fitness Center on September 26<sup>th</sup>, enabling Fort Partners, LLC, to renovate and expand the facility to emphasize basketball, fitness, and swimming programs, medically based fitness and wellness programs, and individualized and group training and classes, along with related and ancillary uses including a pro shop and health café. This marks FMERA's sixth closing in 2017. On August 16<sup>th</sup>, FMERA closed on a 13-acre parcel on Murphy Drive in Oceanport, where the Borough purchased the property for their new municipal complex. FMERA closed on the Russel Hall building and associated property on June 23<sup>rd</sup>. TetherView Property Management, LLC, a private cloud computing services company relocated from New York to the 40,000 square-foot former Garrison Headquarters building. The company had been occupying the building under a lease prior to the closing, and has already completed extensive renovations for new and current tenants. Russel Hall currently houses a variety of businesses including tech companies, medical offices, and an architecture firm, among others. FMERA closed on the Main Post Chapel on February 27<sup>th</sup>, when Triumphant Life Assembly of God Church purchased the approximately 16,372 square foot building for use as a house of worship, and opened its doors in time for Easter Sunday services. FMERA also closed on the Officer Housing parcels on January 13<sup>th</sup> with RPM Development. The company is renovating the 117 historic housing units, creating 68 market-rate for sale units, and 48 rental units; twenty (20%) percent of the total units will be available to low- and moderate-income households. Rental units are expected to go on the market in early 2018.

Also in Oceanport, FMERA has executed contracts on 2 parcels:

- Dance Hall, a 16,000 square-foot former recreation building on Brewer Avenue, to AP Development Partners, for commercial and retail uses, including entertainment and restaurant purposes; and
- Building 501, an approximately 1.7-acre site identified for conveyance to Family Promise of Monmouth County via a Legally Binding Agreement (LBA). The finalized LBA, a supporting Administrative Letter and a Purchase and Sale Agreement with the company were approved by the Board at the September 20<sup>th</sup> meeting.

FMERA is in negotiations for the sale and redevelopment of the following 5 properties:

- Nurses Quarters, a 24-unit residential complex on Main Street adjacent to the former Patterson Army Hospital;
- Marina, approved for exclusive negotiations with AP Development Partners, LLC, and currently operating as a marina/public boat ramp and restaurant;
- Squier Hall Complex, an approximately 31-acre site currently under negotiations with the sole bidder, where the RFOTP called for office/research, institutional/civic (including educational) and/or open space/recreation uses. The future developer will be required to retain Squier Hall, which is listed on the National Register of Historic Places;
- Lodging Area, a 15-acre site located on Parkers Creek currently under negotiations with the lead bidder, where the RFOTP called for medium density residential, institutional/civic and/or office/research & development uses; and
- Allison Hall, the 13-acre parcel which includes the reuse of the historic building, as well as retail, office/research & development and open space/recreation uses.



On March 8<sup>th</sup>, FMERA issued an RFOTP for Barker Circle, also in the historic district in Oceanport. The RFOTP sought proposals for the repurposing of all of the Barker Circle buildings for residential, office/research & development, institutional and/or health care related uses. FMERA indicated it would accept proposals that included alternate uses for the former Fire House and Kaplan Hall to include office/research & development, retail or other commercial uses, as well as a museum or arts center use in Kaplan Hall, as originally called for in the Reuse Plan. Proposals were due by June 2, 2017, and five proposals were received. An evaluation committee has evaluated the proposals and FMERA has begun discussions with the lead bidder.

FMERA intends to issue the following RFOTPs:

- The Commissary, the 53,700± sf former Army supermarket; and the Post Exchange (PX) complex, a series of four circa 1970 wood-frame buildings totaling 45,626± sf, along with Building 812, a 5,563± sf building constructed in 1941 for use by the Army Service Corps;
- The Warehouse District, consisting of three general purpose administrative buildings (Buildings 909, 910 and 911) constructed in 1943 and two circa 1954 warehouse buildings (975 and 976) totaling 77,589± sf; and
- The Post Office Area, including the 7,641± sf former Post Office (Building 1005), constructed in 1971; Tickets & Tours (Building 1010), a 2,600± sf building constructed in 1970; Building 800, a 14,964± sf administration and classroom building dating to 1942; and Building 801, the 9,267± sf recreation equipment checkout facility built in 1941.
- Parties bidding on the Commissary and PX and/or the Warehouse District will have the option of also bidding on the 1000 Area Parking parcel, a 6± acre lot that will provide off-street parking for the buildings that adjoin it.

In **Eatontown**, the Board approved a revised contract with Fort Monmouth Parcel B Redevelopment, LLC, for the expanded Parcel B property, which includes approximately 82 acres for a mixed-use town center along Route 35. The PSARA calls for the development of approximately 350,000 square feet of retail, 40,000 sf of office space, and 302 housing units.

Also in Eatontown, FMERA has approved or executed contracts on 4 parcels:

- Howard Commons, where American Properties at Monmouth, LLC, plans to build up to 251 residential units on approximately 64 acres on Pinebrook Road. American Properties will first be responsible for demolishing the existing housing units on the property;
- Eatontown Barracks, 6 buildings on Semaphore Avenue on an approximately 4.4-acre parcel, where FMERA entered into a PSARA with Kenneth Schwartz for the development of a commercial arts-related project, including studio, performance and gallery space, as well as short-term residential units for artists;
- Suneagles Golf Course, where FMERA has executed a PSARA with Martelli Development, LLC, to maintain and upgrade the existing Golf Course, renovate historic Gibbs Hall, and construct 75 new housing units. Martelli will continue to operate the course in the interim so it can remain open to the public as the redevelopment progresses; and
- Bowling Center, the approximately 17,600 square foot, twenty lane bowling alley on Saltzman and Wilson Avenues, that the Board approved for sale and ground lease to Fort Monmouth B.E.C., LLC at its Special August Board meeting.

Staff is in discussions with the Borough of Eatontown for potential reuse of Building 1123, a former general office building at Saltzman and Wilson Avenues, by the Borough's Department of Public Works. Staff expects to present a recommendation to the Board at an upcoming meeting.



FMERA intends to issue the following RFOTPs:

- Expo Theater, an 18,883 sf entertainment facility built in 1968, previously used as a live theater and cinema; and adjacent properties, including Dean Field and portions of the M3, M5, and M8 landfills, as optional sub-parcels. At the December 2017 meeting, the Board authorized FMERA staff to make Expo Theater and adjacent properties available through the offer to purchase process.

In **Tinton Falls**, FMERA closed on Parcel F-3 on February 23<sup>rd</sup>. The Monmouth County Park System purchased the property to develop in conjunction with the adjacent Fort Monmouth Recreation Center and Swimming Pool. The former gas station and convenience store site, located along Hope Road, will allow the County to expand services and public open space amenities currently offered at the Recreation Center.

FMERA has executed contracts on another four projects in Tinton Falls:

- Parcels C and C1, with Lennar Corporation, approved for 288 residential units over the two parcels, and up to 58,000 square feet of retail development, which is currently before the Borough's Planning Board;
- Fabrications Shops (Pinebrook Road Commerce Center), 45,000 square feet of light industrial and flex office space buildings along Pinebrook Road for sale to Pinebrook Commerce Center, LLC, which is slated to close imminently;
- Pistol Range and Satellite Road Parcel, with Kiely Realty Group for the reuse and upgrading of the former Pistol Range, and additional office and commercial uses on the combined approximately 5-acre parcel; and
- Recreation Center and Swimming Pool, with the Monmouth County Park System, which is currently open to the public through a lease with the County.

FMERA is in negotiations with the lead bidder for a contract related to the sale and redevelopment of the Charles Wood Fire Station, an approximately 4-acre parcel along Corregidor Road in the Tinton Falls Reuse Area.

On June 26, the New Jersey Economic Development Authority (NJEDA) issued an invitation to bid on the abatement, demolition and site improvements for the former Myer Center and the adjacent building 2705. Bids were due on July 28<sup>th</sup> and 9 bids were received. NJEDA reviewed the submitted bids and has selected Tricon to provide remediation and demolition services. On September 20<sup>th</sup>, the Board approved a Purchase and Sale Agreement with NJEDA for the approximately 36-acre parcel. Work will begin January 15, 2018. Information regarding the abatement and demolition of the former Myer Center and Building 2705 will be made available on our website, [www.fortmonmouthnj.com](http://www.fortmonmouthnj.com).

FMERA intends to issue the following RFOTPs:

- Pulse Power, a special purpose facility consisting of 15,690 sf of administrative offices and 10,786 sf of dry lab and testing space, and Building 2719, consisting of 6,574 sf of administrative space and a 2,448 high-bay garage constructed in 2006. At the October 18<sup>th</sup> Board meeting, the Board authorized FMERA to make the Pulse Power Building and Building 2719 available through the offer to purchase process. Complete RFOTP details will be posted on our website, [www.fortmonmouthnj.com](http://www.fortmonmouthnj.com)

### 3. Marketing Update

FMERA continues to work with the Riddle Team on marketing available properties and engaging prospective purchasers. Based on their list of qualified leads, Riddle will be arranging meetings with

site selectors, multipliers, and other potential investors from tech, retail, and other industries to pitch Fort Monmouth as a premier development site. Additionally, FMERA is working with the Riddle Team to boost its earned and paid media coverage to expand reach and successfully engage the development community.

As FMERA continues to refresh its online content, web traffic and visibility continues to increase. In the last quarter of 2017, FMERA increased its mailing list by over 150 people—34 of whom indicated a specific interest in development opportunities at the Fort.

Please refer to our website, [www.fortmonmouthnj.com](http://www.fortmonmouthnj.com), for more information and to sign up for our monthly digital newsletters.

4. Action Items for Next Month.

- Continued work with the N.J. Department of Environmental Protection and U.S. Army to identify and resolve environmental issues of concern
- Continued meetings and tours with interested prospective employers and investors
- Continued outreach to our stakeholders in the 3 host municipalities, the County and others
- Continued collaboration with the NJEDA Trenton Office on marketing and business development opportunities

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Approved By: Bruce Steadman

Prepared by: Sarah Giberson



**ADOPTED**  
**January 17, 2018**

**Resolution Regarding  
Appointment of Records Custodian**

**WHEREAS**, the Legislature enacted the Fort Monmouth Economic Revitalization Authority Act (Act), P.L. 2010, c. 51, to create the Fort Monmouth Economic Revitalization Authority (FMERA or Authority); and

**WHEREAS**, pursuant to New Jersey's Open Public Records Act (N.J.S.A. 57:1A-1, et seq.), requests by members of the public for public documents are to be handled by a public agency's "Records Custodian" who is designated by formal action of that agency's Executive Director or governing body."

**WHEREAS**, Marcus Saldutti has served as the Authority's Records Custodian since 2004 and he will be out of the office on extended leave, therefore an appointment should be approved by the Board at this time to ensure the duties of the Records Custodian are handled appropriately, and;

**WHEREAS**, the Board is requested to designate Erin Gold, Director of Marketing and Public Affairs as the Authority's Records Custodian until Mr. Saldutti returns from leave.

**THEREFORE, BE IT RESOLVED THAT:**

1. The Authority appointments Erin Gold, as Records Custodian as described in the attached memorandum.
2. This resolution shall take effect immediately, but no action authorized herein shall have force and effect until 10 days, Saturdays, Sundays, and public holidays excepted, after a copy of the minutes of the Authority meeting at which this resolution was adopted has been delivered to the Governor of the State of New Jersey for his approval, unless during such 10-day period the Governor of the State of New Jersey shall approve the same, in which case such action shall become effective upon such approval, as provided by the Act.

**ATTACHMENT**

**Dated: January 17, 2018**

**EXHIBIT 1**



**MEMORANDUM**

**TO:** Members of the Board

**FROM:** Bruce Steadman  
Executive Director

**DATE:** January 17, 2018

**RE:** Appointment of Records Custodian

**Request**

I am requesting that the Members of the Board approve the appointment of Erin Gold, Director of Marketing and Public Affairs, as the Authority's Records Custodian.

**Background**

Pursuant to New Jersey's Open Public Records Act (N.J.S.A. 57:1A-1, et seq.), requests by members of the public for public documents are to be handled by a public agency's "Records Custodian" who is designated by formal action of that agency's Executive Director or governing body."

While Marcus Saldutti has served as the Authority's Records Custodian since 2004, he will be out of the office on extended leave, and an appointment should be approved by the Board at this time to ensure the duties of Records Custodian are handled appropriately.

**Recommendation**

In summary, I am requesting that Erin Gold be designated as the Authority's Records Custodian until Mr. Saldutti returns from leave.

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Bruce Steadman

Prepared by: Regina McGrade