

**Fort Monmouth Economic Revitalization Authority
Board Meeting
May 19, 2021
Via Teleconference**

MINUTES OF THE MEETING

Members of the Authority present via teleconference via a roll call vote:

- Robert W. Lucky – Vice-Chairman, Fort Monmouth Economic Revitalization Authority (FMERA) – V
- Stephen Gallo – Public Member – V
- Jay Coffey – Mayor of Oceanport – V
- Anthony Talerico – Mayor of Eatontown – V
- Tracy Buckley – Tinton Falls Borough Council President – V
- Jamera Sirmans – Associate Counsel, Governor’s Authorities Unit – V
- Dave Nuse – Executive VP, Real Estate & Community Development, NJ Economic Development Authority – V
- Sean Thompson – Director, Division of Local Planning Services, NJ Department of Community Affairs
- William Riviere – Principal Planner, NJ Department of Transportation

V – Denotes Voting Member

Members of the Authority not present:

- Lillian Burry – Monmouth County Freeholder – V
- Kenneth J. Kloo – Director, Site Remediation Program, NJ Department of Environmental Protection
- Baden Almonor – Central Regional Chief, NJ Department of Labor & Workforce Development

Also present:

- Bruce Steadman, FMERA Executive Director and Secretary
- Laura Drahushak, Deputy Attorney General (DAG)
- FMERA staff:
 - Regina McGrade – Administrative Manager
 - Kara Kopach – Deputy Executive Director/Director of Real Estate Development
 - Sarah Giberson – Manager of Marketing & Development
 - Kristy Dantes – Director of Facilities & Infrastructure
 - Joe Fallon – Senior Environmental Officer
 - Jennifer Lepore – Accounting Manager

The meeting was called to order by Vice-Chairman Robert Lucky at 5:00p.m. who asked for a moment of silence for unity and safety in lieu of the Pledge of Allegiance to the Flag of the United States of America, given that the meeting was being held remotely by telephone.

Bruce Steadman explained the teleconference meeting protocol with regards to the Board and public’s participation. He stated that due to the current worldwide health situation, and the need to curtail or eliminate in-person meetings, the FMERA Board meeting for May was being held remotely, with Board, staff, and the public participating via telephone. He stated that all Board votes would be roll-call votes, for the purpose of verifying the Board members’ votes, including acceptance of the Minutes from the previous meeting. He noted that at the beginning of the Public Comment periods, he would ask members of the public who wished to make a comment or ask a question to state their name, and that he would call on each of them to make their comment or ask their question.

Mr. Steadman thanked the staff, Board members, and the public for their cooperation in accepting and following these modifications to the normal public meeting routine and noted that otherwise it was FMERA’s intention to adhere to a normal meeting agenda.

Bruce Steadman announced that in accordance with the Open Public Meetings Act, notice of the meeting and notice of the change in the meeting to a teleconference was sent to the Asbury Park Press and the Star Ledger at least 48 hours prior to the meeting, and that the meeting notice has been duly posted on the Secretary of State's bulletin board at the State House, and the FMERA website.

The first item of business was the approval of the April 28th regular meeting minutes. A motion as made to approve the minutes by Jay Coffey and seconded by Steve Gallo.

Bruce Steadman conducted a roll call vote.

NAME	Yes	No	Abstain
Robert Lucky	X		
Steve Gallo	X		
Jay Coffey	X		
Anthony Talerico	X		
Tracy Buckley	X		
Jamera Sirmans	X		
Dave Nuse	X		

Motion to Approve: JAY COFFEY Second: STEVE GALLO
 Ayes: 7

WELCOME

Vice-Chairman Robert Lucky welcomed attendees to the Authority's teleconference meeting. Dr. Lucky stated that a copy of the Board package was posted to the FMERA website to give the public the opportunity to review the information in advance of the meeting. Dr. Lucky stated that the Board would consider two board actions.

Dr. Lucky noted the protocol regarding the two opportunities for the public to address the Board, with the 3-minute limit for agenda items, and the 5-minute limit for all other FMERA business.

The Vice-Chairman continued by stating that in his role he is required to conduct an orderly meeting and complete the meeting agenda in a reasonable time period. The Vice-Chairman continued by stating that FMERA continues to welcome the public's constructive comments and ideas.

SECRETARY'S REPORT

Bruce Steadman stated that it was likely that the June board meeting would also be a remote teleconference meeting. Mr. Steadman stated that the FMERA staff continues to work daily on FMERA business, albeit remotely, and are working on several projects which are still moving forward through reviews, negotiations, approvals, and other tasks.

TREASURER'S REPORT

Jennifer Lepore, Accounting Manager stated that on a quarterly basis, staff compares actual expenditures to the approved budget, as well as projecting out to year-end to monitor spending and ensure the Authority stays on or under budget. FMERA controls spending to the extent possible, until land sales occur, and proceeds are received, at which point, we determine which projects in our budget can be completed. As of the end of the 1st quarter, FMERA is, and is targeted to remain on or under budget through year-end.

FMERA's independent accounting firm, CliftonLarsonAllen, LLP, completed the 2020 audit and reported their findings to the Audit Committee at their May 11th meeting. The auditors issued an unmodified opinion, with regard to FMERA's financial statements, which is their highest opinion. The Annual Report and audited financial statements serve as FMERA's Comprehensive Annual Report to meet the requirements of Executive Order No. 37 and the June 2012 and October 2016 Economic Development Conveyance Agreements with the Army. Based on the Audit Committee's review,

the Committee recommended the presentation of the 2020 Comprehensive Annual Report for Board approval at tonight's meeting.

PUBLIC COMMENT REGARDING BOARD AGENDA ITEMS (3 minutes re: Agenda Items)

There was no public comment.

EXECUTIVE DIRECTOR'S REPORT

1. Kristy Dantes, Director of Facilities & Infrastructure gave the following update:

The facilities, environmental, and site-maintenance teams are now in full summer project mode and continue to maintain the fort utilizing Covid-19 safe practices and health guidelines. Increased security, police patrols and building inspections also continue.

FMERA is currently working on completing the following Deeds with the Army:

- The Group 5 Deed is in draft form at the Army level. FMERA is awaiting a copy for review.
- The Army BRAC Office shared with FMERA a draft copy of the Finding of Suitability to Lease (FOSL) for carve-out parcel 16 at the Myer Center. FMERA staff completed its review and written comments were returned to the Army.

Other projects in process include:

- The 5,600-foot 24" water main extension planned by New Jersey American Water along Avenue of Memories is underway, with installation set to begin the first week of June. The project is scheduled to be completed by early September.
- A sanitary main extension tying to an Eatontown Sewerage Authority main at North Drive is in the design stage. This extension will serve future development in the Eatontown Borough portion of the main post.
- Work associated with the Army's landfill capping project is in a temporary suspension due to some migratory bird issues. Work will resume June 1st. The placement of the 18" soil cap at landfill 3 is complete, and placement of 6-inches of topsoil has begun. Landfill 25 is complete. Landfills 4 and 18 await the placement of topsoil. The Army Corp. still anticipates field-work completion by year-end 2021.
- The DCA Bureau of Fire Code Enforcement is currently performing inspections of all FMERA owned buildings on Fort Monmouth. Fifty-eight buildings have been inspected thus far. FMERA staff is preparing a management plan that addresses identified fire safety concerns. FMERA staff will share the management plan with DCA upon its completion.

The team continues to maintain buildings slated for sale or reuse. Sanitary lift stations and generators are inspected weekly, and we closely monitor the fort's electrical power system.

2. Sarah Giberson, Marketing and Development Manager gave an overview on property sales and RFOTPs:

FMERA continues to make good progress on the Fort's redevelopment, with about 80% of the Fort's 1,126 acres sold, under contract, in negotiations, or entering the request for proposals process. To date, FMERA has sold 29 parcels, and another 9 parcels are under contract or have Board-approved contracts. FMERA's 2021 closings include the Marina in Oceanport, the Bowling Center and the NJAW Tank parcel in Eatontown.

FMERA has various contracts under review at this time and anticipates presenting these PSARAs to the Board over the course of the next several meetings. These properties include the Tinton Falls Commercial parcel, the Myer Center, and the Howard Commons parcel.

FMERA's projects are in various stages of development, many of which are still in the due diligence, design, and approvals phases. At this time, our team is working on Mandatory Conceptual Reviews (MCR) for the Eatontown DPW parcel, the Barker Circle Parcel, and the Phase 2 & 3 redevelopment of the Commissary & District A. MCR approval is a critical component of each project's redevelopment and paves the way for on-site work to begin.

FMERA continues to engage with leads and prospective purchasers via teleconference while operating remotely. Our team is closely monitoring on-going projects and providing additional support to its developers to ensure the successful redevelopment of properties currently under contract. The on-going pandemic has caused several unanticipated delays, however, all of FMERA's projects continue to make excellent progress and several other projects are planned to come online in the coming months. Parcel B is currently out through the RFOTP process and the deadline for submissions has been extended to July 30, 2021. Please view our website for all related addendums and further detail.

This past Monday, FMERA joined several Monmouth County leaders for the Alliance for Action's Monmouth County Chapter meeting. The Alliance for Action is made up of New Jersey's top corporate, labor, professional, academic, and governmental representatives, with the goal of improving New Jersey's economy. Representatives from the Monmouth County Commissioners, Monmouth County Division of Engineering, and Brookdale Community College, along with FMERA, provided insightful data and updates surrounding the County's current economy, major initiatives, and on-going projects impacting the area. The redevelopment of Fort Monmouth continues to play a critical role in job creation and economic vitality in the region. This evening, the Board will review a request to approve the FMERA 2020 Annual Report, which will be available for review following this meeting. We look forward to sharing our work to-date.

As we continue to work remotely, our team remains available during normal business hours via email and cell phone. Please visit our website, www.fortmonmouthnj.com and follow us on Instagram at @fortmonmouthnj for our latest updates.

3. Additional Comments by the Executive Director:

Mr. Steadman thanked the Boroughs of Eatontown, Tinton Falls, and Oceanport, and the County of Monmouth for their continued support and help on various day-to-day operating issues while FMERA continues working remotely; and noted the outstanding support and help received from our key state stakeholders: the Governor's Authorities Unit, Attorney General Office, NJEDA, DEP, the DOT, the DOL, the DCA, and many others.

Mr. Steadman thanked Jennifer Lepore for the outstanding efforts she gave once again for the annual audit and also thanked CliftonLarsonAllen for being an excellent partner in maintaining FMERA's fiscal compliance. Mr. Steadman thanked Sarah Giberson and Regina McGrade on their efforts on the annual report.

Mr. Steadman stated that FMERA has been working closely with the DCA Fire Inspection group and thanked Sean Thompson for setting up the initial meetings and for the ongoing efforts. Mr. Steadman stated that the process is complex given the many buildings on the Fort, and the cooperation from the DCA has been excellent.

Mr. Steadman stated that NJAW continues to be an outstanding partner with two main water projects about to commence. Upon completion of the projects, about 75-80% of the Fort property will be connected to brand new, state of the art water mains and off the old Army infrastructure system.

Mr. Steadman stated that on May 6, 2021, FMERA had a very good meeting with the Monmouth County Improvement Authority where FMERA presented a quarterly update of their financial status and forecast for the year. Mr. Steadman stated that FMERA continues to meet the obligations that they have with the MCIA and expect to fully satisfy the obligations that FMERA undertook 5-years ago to borrow the money from the MCIA to acquire the Main Post from the Army.

Bruce Steadman gave an update on FMERA action items:

Action Items for Next Month.

- a) Continued work with the N.J. Department of Environmental Protection and U.S. Army to identify and resolve environmental issues of concern
- b) Continued meetings with interested prospective employers and investors
- c) Continued outreach to our stakeholders in the 3 host municipalities, the County and others
- d) Continued collaboration with the NJEDA Trenton Office on marketing and business development opportunities
- e) Continued work on the water, sewer, and electric system improvements.
- f) Continued drafting and revisions of documents for the 30+ projects underway.

COMMITTEE REPORTS

1. AUDIT COMMITTEE (ROBERT LUCKY, CHAIRMAN)

Robert Lucky stated that the Committee met on May 11th and discussed the following:

- Discussion regarding the Authority's 2019 Comprehensive Annual Report. The Annual Report is combined with the audited financial statements and serves as FMERA's comprehensive annual report for 2019. The independent accounting firm of CliftonLarsonAllen LLP has issued an unmodified opinion with regard to the 2019 financial statements which is their highest opinion. The Committee reached a consensus and agreed to recommend to the Board for approval.

2. REAL ESTATE COMMITTEE (ROBERT LUCKY)

Robert Lucky stated that the Committee met on May 11th and discussed the following:

- Discussion regarding a Liquor License Letter of Consent for the Commissary Building in District A in Oceanport. FMERA received an application from the contract purchaser for the Commissary Building and the application received an average score of 185 and therefore staff approved the issuance of the liquor license. The Committee reached a consensus and agreed to recommend it to the Board for approval.
- Other Issues
 - Parcel B RFOTP
 - Closings:
 - Lodging (Somerset)
 - Allison Hall
 - Barker Circle
 - Artist Barracks
 - Eatontown DPW
 - Eatontown Parks
 - Howard Commons
 - Tinton Falls Commercial Parcel
 - Expo Theater Challenge
 - Oceanport Streets (Allison Hall & Lodging Area)
 - Phase 3A Water Line / Conrail
 - Osprey Nests
 - Myer Center Redevelopment Agreement – (Note: Mayor Talerico recused himself from this portion of the Real Estate Committee meeting.)

Mr. Lucky noted that Upendra Sapkota lead a discussion regarding the Open Space planning and results to date, with respect to the Reuse Plan and the original open space recommendations. Mr. Lucky noted that with all things considered to date with current and anticipated projects, it is expected that redevelopment of the Fort will result in about 40% open space, which he remarked was a credible number and revised target.

3. ENVIRONMENTAL STAFF ADVISORY COMMITTEE (KENNETH J. KLOO, CHAIRMAN)

Bruce Steadman, on behalf of Kenneth J. Kloo stated that the Committee did not meet this month.

4. HISTORICAL PRESERVATION STAFF ADVISORY COMMITTEE (JAY COFFEY, CHAIRMAN)

Jay Coffey stated that the Committee did not meet this month.

5. HOUSING STAFF ADVISORY COMMITTEE (SEAN THOMPSON, CHAIRPERSON)

Sean Thompson stated that the Committee did not meet this month.

6. VETERANS STAFF ADVISORY COMMITTEE (FREEHOLDER DIRECTOR LILLIAN BURRY, CHAIRPERSON)

Bruce Steadman, on behalf of Lillian Burry stated that the Committee did not meet this month.

BOARD ACTIONS

1. The first item before the Board was the Approval of the Authority's 2020 Comprehensive Annual Report.

Kara Kopach read a summary of the Board memo.

The resolution is attached hereto and marked Exhibit 1.

A motion was made by Jay Coffey and was seconded by Steve Gallo.

Bruce Steadman conducted a roll call vote.

NAME	Yes	No	Abstain
Robert Lucky	X		
Steve Gallo	X		
Jay Coffey	X		
Anthony Talerico	X		
Tracy Buckley	X		
Jamera Sirmans	X		
Dave Nuse	X		

Motion to Approve: JAY COFFEY Second: STEVE GALLO

Ayes: 7

1. The second item before the Board was the Issuance of a Fort Monmouth Special Liquor License Letter of Consent for the Commissary Building in District A in Oceanport.

Kara Kopach read a summary of the Board memo.

The resolution is attached hereto and marked Exhibit 2.

A motion was made by Jay Coffey and was seconded by Dave Nuse.

Bruce Steadman conducted a roll call vote.

NAME	Yes	No	Abstain
Robert Lucky	X		
Steve Gallo	X		
Jay Coffey	X		
Anthony Talerico	X		
Tracy Buckley	X		
Jamera Sirmans	X		
Dave Nuse	X		

Motion to Approve: Jay Coffey Second: Dave Nuse

Ayes: 7

OTHER ITEMS

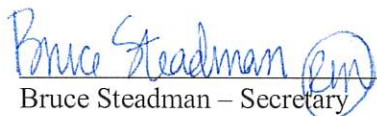
There were no other items before the Board.

PUBLIC COMMENT REGARDING ANY FMERA BUSINESS (5 minutes re: any FMERA business)

There was no public comment.

There being no further business, on a motion by Steve Gallo and seconded by Jay Coffey and unanimously approved by all voting members present, the meeting was adjourned at 5:40p.m.

Certification: The foregoing and attachments represent a true and complete summary of the actions taken by the Fort Monmouth Economic Revitalization Authority at its Board meeting.


Bruce Steadman – Secretary

**Resolution Regarding
Approval of Fort Monmouth Economic Revitalization Authority 2020 Comprehensive Annual Report**

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, the Authority selected its independent auditors, CliftonLarsonAllen LLP, pursuant to Executive Order No. 122 (McGreevey); and

WHEREAS, the Authority's independent auditors audited and accepted the Authority's financial statements for January 1, 2020 to December 31, 2020, and issued an unmodified opinion regarding the financial statements; and

WHEREAS, the certification and accompanying financial statements have been executed by the Executive Director and the Accounting Manager confirming that FMERA has followed its standards, procedures and internal controls; and

WHEREAS, on May 11, 2021, per its Charter, as well as section 9 of Executive Order 122 (2004), the Audit Committee reviewed the draft comprehensive annual report, including the 2020 audited financial statements prior to release and considered the relevancy, accuracy and completeness of the information presented. Also, pursuant to Executive Order 122 (2004), the independent auditor met with the Audit Committee, where it was reported that the financial audit resulted in no negative findings or internal control deficiencies. Subsequent to its review of the report, the Committee recommended that the report be presented to the Board for approval; and

WHEREAS, pursuant to Executive Order No. 37 (Corzine) the Authority is required to submit its Comprehensive Annual Report for review from its Members; and

WHEREAS, the Audit Committee has reviewed the 2020 Comprehensive Annual Report and recommends it to the Board for approval.

THEREFORE, BE IT RESOLVED THAT:

1. The Members of the Authority approve the Authority's 2020 Comprehensive Annual Report and approve submitting the Report to the Governor's Authorities Unit, the United States Department of the Army and posting it on the Authority's website.
2. The Executive Director and/or any individual authorized to execute documents pursuant to the Operating Authority is authorized to do and perform all acts necessary to effectuate the above.
3. 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.

Dated: May 19, 2021

EXHIBIT 1

**Resolution Regarding
Issuance of Fort Monmouth Special Liquor License Letter of Consent for the Commissary Building in
District A in Oceanport.**

WHEREAS, on August 17, 2018, Governor Murphy signed an amendment to New Jersey's Alcoholic Beverage Law that expanded the number of on-site retail consumption licenses available in Eatontown, Tinton Falls, and Oceanport, restricted for use within the boundaries of formally owned or operated military installations. The legislation called for twelve special liquor licenses ("licenses") to be distributed among Fort Monmouth's three host municipalities as follows: two licenses for Tinton Falls, six licenses for Eatontown; and four licenses for Oceanport; and

WHEREAS, the issuance of licenses will be a cooperative effort by both the FMERA Board and the Boroughs; but, each Borough will be responsible for establishing its own award criteria and sale prices in accordance with the terms set forth by N.J.S.A. 33:1-12.52 and FMERA will be responsible for identifying Fort Monmouth projects that qualify for the license and recommending them to the Boroughs for award of a license; and

WHEREAS, using Board-approved objective criteria, the FMERA staff is to recommend to the Board qualified projects and request the Board pass a resolution supporting the issuance of a letter of consent; the Borough(s) must receive FMERA's letter of consent prior to issuing a liquor license for any Fort Monmouth project; and

WHEREAS, on December 18, 2019, the FMERA Board approved the objective criteria to evaluate projects' suitability for a special license; and

WHEREAS, on March 24, 2021, the FMERA Board amended the General Requirements of the Liquor License Letter of Consent criteria to include: A complete Mandatory Conceptual Review (MCR) submission and receipt of an MCR approval letter issued by FMERA; and

WHEREAS, on April 8, 2021, FMERA received an application from the contract purchaser for the Commissary Building in District A, OPort Partners, LLC; and

WHEREAS, a panel of three (3) FMERA staff were selected and independently reviewed and scored applications for Liquor License Letters of Consent for the Commissary building in District A, planned for renovation as described in the attached memorandum; and

WHEREAS, using the approved evaluation criteria, the three (3) evaluators unanimously agreed that the project significantly impacts the conversion, redevelopment, and revitalization of Fort Monmouth and has the potential to further its economic impact in conjunction with the use of a special license; the Commissary building in District A received an average score of 185; and

WHEREAS, the Real Estate Committee has reviewed the request and recommends it to the Board for approval.

THEREFORE, BE IT RESOLVED THAT:

1. The Authority approves the issuance of a Liquor License Letter of Consent for the Commissary building in District A in Oceanport.
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: May 19, 2021

EXHIBIT 2