

**CITY OF VIRGINIA BEACH DEVELOPMENT AUTHORITY**  
**May 13, 2025, MINUTES**

The City of Virginia Beach Development Authority (“VBDA” or “Authority”) held its regular meeting on Tuesday, May 13, 2025, at 8:30 a.m. in the Economic Development Town Center Boardroom at 4525 Main Street, Suite 700, Virginia Beach, VA, pursuant to notice given by the Chair.

Full video of each item presented and discussed at this meeting can be viewed on the Economic Development website at the following link – <https://www.yesvirginiabeach.com/vbda>

**MEMBERS PRESENT:**

Lisa M. Murphy, Chair  
W. Taylor Franklin, Vice-Chair  
William Brunke, Treasurer  
Guenter H. Weissenseel, Secretary  
Eric Keplinger, Assistant Secretary  
Donald Horsley, Commissioner  
Akhil Jain, Commissioner  
Esmel Meeks, Commissioner  
Penny Morgan, Commissioner  
David Weiner, Commissioner

**MEMBERS ABSENT:**

Michael J. Standing, Commissioner

**CITY COUNCIL:**

Vice Mayor, Rosemary Wilson

**ADVISORS PRESENT:**

Amanda Jarratt, Deputy City Manager  
Alexander W. Stiles, Senior City Attorney  
Christian Green, Director, Economic Development  
Kathy M. Warren, Director, Planning & Community Development  
Emily L. Archer, Deputy Director, Economic Development  
Natalie Guilmeus, Deputy Director, Economic Development  
Dominique DeBose, Business Development Representative, I  
Kayla Dotson, Executive Assistant I  
Madison Eichholz, Development Liaison Planner  
Paige Fox, Business Attraction Coordinator  
Jadon Gayle, Business Development Representative II  
Roosevelt Grandberry, Town Center Planning Coordinator  
Nahla Saleh, Business Development Representative II  
Vicki Kelley, Administrative Specialist I  
Ken Rodman, Senior Land Development Engineer  
Howie McEntee, Accountant II  
Tecora McIntyre-Catlett, Executive Assistant II

Ihsane Mouak, Business Development Coordinator

REPORTED BY: Christian Green

RECORDED BY: Kayla B. Dotson

Chair Lisa Murphy began the meeting at 8:30 a.m. and opened the floor for public comment.

**OPEN FLOOR**

No public speakers.

**REGULAR MEETING**

**MEETING MINUTES**

1. Approval of Regular Meeting Minutes April 8, 2025.

MOTION: Penny Morgan  
SECOND: Guenter Weissenseel  
APPROVED: 7-0-1

*William Brunke abstained from a vote due to his absence at the April 8, 2025, meeting*

*Esmel Meeks and Eric Keplinger arrived following the vote for the April 8, 2025, meeting minutes*

**FINANCIALS**

2. Review of Financial Statements for April 2025 presented by Howie McEntee.

**Operating Account Summary: April 2025**

**Adjusted Beginning Cash – April 1, 2025, \$7,738,832**

*Cash Receipts Detail*

- Grand Total of Cash Receipts  
\$ 7,832 Interest Income  
\$ 6,714 TC Open Air Outdoor Café Fee for FY26 – Bravo Brio Restaurants

*Cash Disbursements Detail*

- Grand Total of Significant Cash Disbursements  
\$ 62,680 Atlantic Park Construction, Inspection, and Support Services through 3/31/25 - MBP  
\$ 15,070 Monthly Conduit Management April 15<sup>th</sup> – May 15<sup>th</sup> - Globalinx  
\$ 9,444 Parcel Preparation for Corporate Landing Global Way Phase III – VHB  
\$ 1,231 Legal Services for Atlantic Park Project through 2/28/2025 – Davis Commercial Law

**Ending Cash – April 30, 2025, \$7,634,953**

- Amounts Paid and Reimbursed by City of VB – March 2025  
\$ 3,980,670 Atlantic Park -Venture Waves Draw #26– Entertainment Venue

\$ 805,110 Atlantic Park -Venture Waves Draw #26 – Offsite Infrastructure (City Asset)  
 \$ 206,005 Innovation Park – Draw #17 Offsite Construction Work – Architectural Graphics  
 \$ 7,422 Innovation Park - Construction Phase Services through 2/28 – Kimley Horn  
 \$ 8,090 Corporate Landing - New Roadway & Pond C Final Design – VHB  
 \$ 463,405 Reimbursement from the City for the Commonwealth Opportunity Fund paid by VBDA to Acoustical Sheetmetal.

**Capital Maintenance: April 30, 2025**

- Amphitheater - \$585,684  
 \$ 183,559 Lake Concessions and Walk-In Cooler Replacement – Live Nation
- Human Services Building - \$2,561,564  
 \$ 47,910 Monthly Lease – May 2025  
 \$ (4,949) Re-roofing and Cooling tower Replacement Design Phase – HBA Architecture
- VB National Golf Course - \$2,197,099  
 \$ 15,213 Monthly Revenue Share Agreement  
 \$ (4,534) Roof Replacement and HVAC Replacement Construction Admin. – HBA Architecture

**Incentive & Initiative Account Summary: April 2025**

**Façade Improvement Grant** **\$ 98,892**

- 2025 Appropriations for Façade Improvement Grants \$ 100,000

**Small Business Grant Program** **\$ 521,728**

- Inflatable Obstacle Courses – Bounce Hoppers LLC (\$4,985)
- Inventory Expansion, Equipment Upgrades, and mentorship program – F.L.Y Enterprises (\$10,000)

**Bio Incubator** **\$ 532,884**

- No Activity

**EDIP appropriations as of April 2025,**

- **Sanjo Virginia Beach, Inc - Reimbursement for 26% of \$240,00 total Capital Improvement award - \$1,517,148 of \$5,750,000 spent** **\$60,686**
- **Ending EDIP appropriations 4/30/2025** **\$11,103,358**

**EDIP Part A – Encumbered as of 4/30/2025** **\$4,834,832**

**EDIP Part B - Encumbered as of 4/30/2025** **\$ 625,000**

**EDIP Grant Funds Available as of 4/30/2025** **\$5,643,526**

*\* Actual EDIP Cash received from the city and held by the VBDA on April 30, 2025, is \$1,027,622. The remaining \$10,075,696 is being held by the city and will be transferred to the VBDA as needed for payment of approved EDIP awards.*

*No Discussion*

### **AFFORDABLE HOUSING**

3. Request approval of a Resolution adopting the Attainable Workforce Housing Performance Grant Program Policy presented by Senior City Attorney Alex Stiles.

*Presentation:* Senior City Attorney Alex Stiles presented a request to adopt a resolution approving the Attainable Workforce Housing Performance Grant Program Policy. Mr. Stiles provided the reminder that this policy was reviewed at the March 11, 2025 Virginia Beach Development Authority meeting and had since been adopted by City Council on April 1, 2025.

Full Presentation located at minute [10:19 of the meeting video](#).

*Discussion:* Chair Lisa Murphy asked about the process of approval for this grant. Mr. Stiles noted that Council and the VBDA would both review the scope and requested tax incentive. This grant is revenue neutral to the Authority, as funds would be provided by City Council to the Authority to fund any approved grants.

MOTION: David Weiner  
SECOND: Penny Morgan  
APPROVED: 9-0-1

*Vice Chair Taylor Franklin abstained from the vote pursuant to the Conflict of Interests Act §2.2-3114(F) and his letter of abstention is incorporated into these minutes.*

### **VBDA ASSETS**

4. Request approval of granting additional property owner use of an existing private utility easement on VBDA property: Princess Anne Hunt Club presented by Senior City Attorney Alex Stiles.

*Presentation:* Senior City Attorney Alex Stiles shared information on an Authority-owned parcel with an existing sewer easement that serves several surrounding properties. The request is to add the existing neighboring parcel to the easement. This would be no additional burden on the Authority's property.

Full Presentation located at minute [13:32 of the meeting video](#).

*No Discussion*

MOTION: Akhil Jain  
SECOND: Guenter Weissenseel  
APPROVED: 10-0-0

### **FACADE IMPROVEMENT GRANT PROGRAM (FIG)**

5. Request approval of a Resolution approving 11 grants in the amount of \$65,906 under the FIG Program presented by Town Center Planning Coordinator, Roosevelt Grandberry  
*Presentation:* Town Center Planning Coordinator, Roosevelt Grandberry, presented 11 businesses that have been recommended by the FIG Review Committee for the Façade Improvement Grant, a program that provides support to small, locally owned & operated businesses located in any commercial or industrial zoned area within the City of Virginia Beach.

The FIG program provides grants for impactful exterior building or site improvements. Funding for this fiscal year opened with \$111,127, with a minimum award of \$1,000 and a maximum award of \$10,000, with 9 awards granted by the Authority in March 2025. The requested remaining total amount of funding for the awards considered today is \$65,444, with an estimated private investment of \$138,988. These awards will exhaust the 2025 Façade improvement grant fund.

Full Presentation located at minute [15:20 of the meeting video](#).

*Discussion:* Commissioner Esmel Meeks asked for the FIG ranking system to be explained. Mr. Grandberry shared that the ranking system has eligible businesses and eligible project markers. Commissioner Akhil Jain asked how many applicants do not meet the criteria. Mr. Grandberry shared that for 2025, only 5 of the total 25 applicants didn't meet requirements. Vice Mayor Rosemary Wilson added to the conversation by stating that, should the proposed City budget be passed, there will be additional funds created for Façade Improvement Grants specifically along Atlantic Avenue. She noted that a task force will be established to create recommendations for the improvement of Atlantic Avenue.

MOTION: Eric Keplinger  
SECOND: Guenter Weissenseel  
APPROVED: 10-0-0

*Chair Lisa Murphy abstained from the vote on Plaza Bakery, LLC pursuant to the Conflict of Interests Act §2.2-3114(E)&(G) and her letter of abstention is incorporated into these minutes.*

*Vice Chair Taylor Franklin abstained from the vote on Plaza Bakery, LLC pursuant to the Conflict of Interests Act §2.2-3114(E)&(G) and his letter of abstention is incorporated into these minutes.*

### **ECONOMIC DEVELOPMENT INVESTMENT PROGRAM (EDIP)**

6. Request approval of a Resolution of an EDIP Part "A" award in the amount of \$162,681 to Neptune SHIELD Holdings LLC., Presented by Business Development Representative I, Dominique DeBose

*Presentation:* Business Development Representative I, Dominique DeBose, presented a request for an award of \$162,681 EDIP Grant pursuant to Part A to Neptune SHIELD Holdings LLC. A company that supports special operations and veterans looking for private office spaces, consulting and mentorship, and other amenities such as a secure space known as a SCIF.

Full Presentation located at minute [30:08 of the meeting video](#).

*No Discussion*

MOTION: Taylor Franklin  
SECOND: David Weiner  
APPROVED: 10-0-0

## **INTERNATIONAL INCUBATOR**

7. Request approval of a Resolution authorizing a sublease in the International Incubator to RVT Group, presented by Business Attraction Coordinator, Paige Fox

*Presentation:* Business Attraction Coordinator, Paige Fox, presented information on RVT Group, a UK company that specializes in temporary ventilation systems used across multiple sectors. Ms. Fox gave a reminder that the International Incubator was created to serve as a soft-landing spot for international companies coming to the region and looking to establish a foothold in Virginia Beach. Ms. Fox also shared images of the recent international incubator upgrades.

*Discussion:* Chair Murphy asked Ms. Fox to share additional details on AUKUS and why there is so much local interest in defense and shipbuilding in our area. Ms. Fox noted that in simple terms, AUKUS is a collaboration between Australia, the UK, and the US to increase shipbuilding capabilities. Hamptons Roads is home to the nuclear aircraft carrier shipbuilding facility. Ms. Fox projects additional growth in those sectors.

MOTION: Eric Keplinger  
SECOND: Penny Morgan  
APPROVED: 10-0-0

8. Request approval of a Resolution authorizing a sublease in the International Incubator to Ventus Energy presented by Business Attraction Coordinator, Paige Fox.

*Presentation:* Business Attraction Coordinator, Paige Fox, presented information on Ventus Energy, another UK-based company that works on high-voltage networks that support offshore wind farms around the world. The lease would be a new proposed “membership” structure where companies can utilize shared spaces and have a US mailing address but not maintain a private office.

Full Presentation located at minute [37:34 of the meeting video](#).

*No Discussion*

MOTION: Akhil Jain  
SECOND: Taylor Franklin  
APPROVED: 10-0-0

## **ADMINISTRATIVE INFORMATION**

9. VBDA Priorities: *VBDA Members*

*No Discussion*

10. VBDA Members: *L. Murphy*

*Discussion:* Chair Lisa Murphy welcomed the new VBDA Commissioner, Esmel Meeks. Mr. Meeks introduced himself.

Chair Murphy shared that the previous VBDA chair, Ms. Dorothy “Dot” Wood, recently passed away. Chair Murphy read a resolution in Ms. Wood’s honor, highlighting her service to Hampton Roads.

11. Directors Report: *C. Green*

*Discussion:* Mr. Green shared that Ms. Paige Fox had recently been promoted to the Business Attraction Coordinator and introduced two new staff members, Ms. Nahla Saleh and Denis Ozowara. Mr. Green also mentioned that the US and Chinese tariffs are currently down. In celebration of Economic Development Week, Mr. Green invites businesses to attend a breakfast networking event hosted at the Economic Development offices throughout the week.

Chair Lisa Murphy moved to recess into a closed session.

**RECESS TO CLOSED SESSION**

PUBLICLY-HELD PROPERTY: Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Va. Code § 2.2-3711(A)(3). (*District 2*)

CONTRACTS: Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to Va. Code § 2.2-3711(A)(30). (*District 2*)

PROSPECTIVE BUSINESS OR INDUSTRY: Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the community, pursuant to Va. Code § 2.2-3711(A)(5). (*District 4*)

MOTION: Penny Morgan  
SECOND: William Brunke  
APPROVED: 10-0-0

**RECONVENED INTO OPEN SESSION**

**CERTIFIED CLOSED SESSION**

MOTION: Eric Keplinger  
SECOND: Guenter Weissenseel  
APPROVED: 9-0-0

*Mr. Taylor Franklin left the meeting prior to the certification of closed session.*

Chair Lisa Murphy adjourned the meeting at 9:50 a.m.



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Lisa M. Murphy, Chair





May 13, 2025

Ms. Kayla B. Dotson  
Clerk, Virginia Beach Development Authority  
4525 Main Street, Suite 700  
Virginia Beach, Virginia 23462

Re: Abstention/Disclosure Pursuant to Conflict of Interests Act § 2.2-3114(E)&(G)

Dear Ms. Dotson:

1. I am executing this written disclosure and abstention regarding the City of Virginia Beach Development Authority's discussion and/or vote on the approval of a Façade Improvement Grant ("Program") to Plaza Bakery, LLC (the "Applicant").

2. I have a personal interest in Willcox & Savage, P.C. located at 440 Monticello Avenue Suite 2200 Norfolk, Virginia 23510.

3. Willcox & Savage, P.C. provides legal services to the Applicant or its landlord under consideration by the Authority for an award under the Program. Therefore, I will abstain from voting on the proposed award to the Applicant.

Please record this declaration in the official records of City of Virginia Beach Development Authority. Thank you for your assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Lisa M. Murphy', is written over a light blue circular stamp.

Lisa M. Murphy  
Chair

LMM/AWS



May 14, 2025

Ms. Kayla B. Dotson  
Clerk, Virginia Beach Development Authority  
4525 Main Street, Suite 700  
Virginia Beach, Virginia 23462

Re: Abstention/Disclosure Pursuant to Conflict of Interests Act § 2.2-3114(F)

Dear Ms. Dotson:

Pursuant to the State and Local Government Conflict of Interests Act, I make the following declaration:

1. I am executing this written disclosure regarding the City of Virginia Beach Development Authority's discussion and/or vote on the adoption of the proposed Attainable Workforce Housing Performance Grant Program (the "Program").
2. I have a personal interest in The Franklin Group located at 300 32<sup>nd</sup> Street, Suite 310, Virginia Beach, Virginia. It is possible, in the future, that the Franklin Group could be an applicant under the Program.
3. The City Attorney has advised me that I do not have a "personal interest" in the transaction before the Authority, as that term is defined by the Act, and although I am able to participate in this transaction fairly and in the public interest, as provided by Virginia Code Section 2.2-3115(I), due to my potential future involvement in the Program, I am nonetheless electing to abstain from this vote.

Please include this disclosure in the official records of the City of Virginia Beach Development Authority. Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in blue ink that reads 'W. Taylor Franklin'.

W. Taylor Franklin  
Vice Chair

WTF/AWS



May 14, 2025

Ms. Kayla B. Dotson  
Clerk, Virginia Beach Development Authority  
4525 Main Street, Suite 700  
Virginia Beach, Virginia 23462

Re: Abstention/Disclosure Pursuant to Conflict of Interests Act § 2.2-3114(E)&(G)

Dear Ms. Dotson:

1. I am executing this written disclosure and abstention regarding the City of Virginia Beach Development Authority's discussion and/or vote on the approval of a Façade Improvement Grant ("Program") to Plaza Bakery, LLC (the "Applicant") located at 3762 Virginia Beach Boulevard, Virginia Beach, Virginia (the "Property").

2. I have a personal interest in The Franklin Group located at 300 32<sup>nd</sup> Street, Suite 310, Virginia Beach, Virginia 23451.

3. The Franklin Group has an interest in the Applicant or the Property under consideration by the Authority for an award under the Program. Therefore, I will abstain from voting on the proposed award to the Applicant.

Please include this disclosure in the official records of the City of Virginia Beach Development Authority. Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in blue ink that reads 'W.T. Franklin'.

W. Taylor Franklin  
Vice-Chair

WTF/AWS