

CITY OF VIRGINIA BEACH DEVELOPMENT AUTHORITY

October 14, 2025, MEETING MINUTES

The City of Virginia Beach Development Authority (“VBDA” or “Authority”) held its regular meeting on Tuesday, October 14, 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
William Brunke, Treasurer
Guenter H. Weissenseel, Secretary
David Weiner, Commissioner
Donald Horsley, Commissioner
Akhil Jain, Commissioner
Esmel Meeks, Commissioner
Penny Morgan, Commissioner
Michael J. Standing, Commissioner

MEMBERS ABSENT:

Eric Keplinger, Assistant Secretary

CITY COUNCIL:

Vice Mayor Rosemary Wilson
Councilman Michael Berlucchi

ADVISORS PRESENT:

Amanda Jarrat, Deputy City Manager
Kathy Warren, Director of Planning and Community Development
Alexander W. Stiles, Senior City Attorney
Emily L. Archer, Deputy Director, Economic Development
Natalie Guilmeus, Deputy Director, Economic Development
Nikki Griffith, Deputy Director, Finance
Dominique DeBose, Business Development Representative II
Kayla Dotson, Executive Assistant I
Natacia James, Administrative Technician
Vicki Kelley, Administrative Specialist I
Letitia Langaster, Business Development Representative II
Matt Mader, Civil Engineer
Howie McEntee, Accountant II
Ihsane Mouak, Workforce Development Coordinator
Denis Ozowara, Project Development Administrator
Eric Severn, Planner II
Sharon Shoff, Housing Program Coordinator

REPORTED BY: Amanda Jarratt

RECORDED BY: Natacia James

Chair Lisa Murphy began the meeting at 8:31 a.m. and opened the floor for public comment.

OPEN FLOOR

No public speakers.

APPOINTMENT OF OFFICER

1. Due to the resignation of Vice Chair W. Taylor Franklin, Nominating Committee members Secretary Guenter Weissenseel and Commissioner David Weiner nominated the Committee Report/Election of Officers.

Current Officers:

Chair: Lisa Murphy
Vice Chair: Vacant
Treasurer: William Brunke
Secretary: Guenter Weissenseel
Assistant Secretary: Eric Keplinger
Assistant Secretary: Vacant (ED Director)

Proposed New Officers:

Chair: Lisa Murphy
Vice Chair: William Brunke
Treasurer: Guenter Weissenseel
Secretary: David Weiner
Assistant Secretary: Eric Keplinger
Assistant Secretary: Vacant (ED Director)

MOTION: Penny Morgan
SECOND: Michael Standing
APPROVED: 8-0-0

Note: This item was considered at the end of the meeting after the VBDA reconvened following the closed session.

MEETING MINUTES

2. Approval of Meeting Minutes September 9, 2025.

MOTION: William Brunke
SECOND: Penny Morgan
APPROVED: 8-0-0

Commissioner Donald Horsley arrived following the approval of the September 9, 2025 meeting minutes.

FINANCIALS

3. Review of Financial Statements for September 2025 presented by Howie McEntee.

Operating Account Summary: September 2025

Adjusted Beginning Cash – September 1, 2025

\$7,114,808

Cash Receipts Detail

- Grand Total of Cash Receipts

\$ 529,380	Bond Admin Fee Series 2023A&2023B1-3 – Westminster Canterbury
\$ 82,251	Industrial Revenue Bond #72 Admin Fee – Westminster Canterbury
\$ 10,585	Interest income
\$ 5,700	Purchase of Sand from the Stockpile at Corporate Landing – RPC General Contracting
\$ 1,450	International Incubator Sublease Months 13-18 – Nose Corporation

Cash Disbursements Detail

- Grand Total of Significant Cash Disbursements

\$ 39,865	Atlantic Park Off-Site Asset Construction and Inspections through 7/31/2025 - MBP
\$ 49,390	Atlantic Park Off-Site Asset Construction and Inspections through 8/31/2025 - MBP
\$ 15,070	Monthly Conduit Management September 15th-October 15 th – Globalinx
\$ 15,465	Legal Services for the Atlantic Park Project through 7/31/2025 – Davis Commercial Law Group
\$ 4,650	Utility Markings Corporate Landing – 6/9/25-8/19/25 – MidAtlantic Surveying

Ending Cash – September 30, 2025

\$7,611,894

- Amounts Paid and Reimbursed by City of VB – September 2025

\$ 34,872	Atlantic Park – Draw #31 Entertainment Venue – Venture Waves
\$ 262,519	Atlantic Park – Draw #31 Offsite Infrastructure (City Asset) – Venture Waves
\$ 9,230	Atlantic Park – Reimbursement of ½ split of Dominion Energy expense covering the period of 4/30-5/29/2025 – Received from LiveNation
\$ 530,014	Corporate Landing – Draw Request #6 for Offsite Infrastructure and Utility Construction – Seabreezy Enterprises

Capital Maintenance: September 30, 2025

- Amphitheater - \$407,721
No Activity in September
- Human Services Building - \$1,978,941

\$ 47,910	Monthly Lease – October 2025
\$ (23,498)	Building Roof and Cooling Tower Replacement – HBA Architecture
- Atlantic Park Entertainment Venue (The Dome) - \$26,220
No Activity in September
- VB National Golf Course - \$1,872,418

\$ 28,878	Aug. Monthly Revenue Share Agreement
\$ (1,040)	Fire Alarm Design, Materials and Repairs - BFPE

Incentive & Initiative Account Summary: September 2025

Façade Improvement Grant	\$ 68,069
• Replacement of Exterior Site Light Fixtures – Driveway Motors, Inc.	\$ (5,500)
Small Business Grant Program	\$ 478,946
• Reimbursement for Spray Paint Rig and Painting Materials – Brush it on Paint	\$ (2,073)

EDIP Grant Summary Reporting: September 2025

Ending EDIP appropriations 9/30/2025	\$12,166,585
EDIP Part A – Encumbered as of 9/30/2025	\$5,623,134
No Activity in the month of September	
EDIP Part B - Encumbered as of 9/30/2025	\$1,000,670
No Activity in the month of September	
EDIP Grant Funds Available as of 9/30/2025	\$5,542,781

** Actual EDIP Cash received from the City and held by the VBDA on September 30th, 2025, is \$842,392. The remaining \$11,324,193 is being held by the City and will be reimbursed to the VBDA when EDIP recipients receive their awards.*

No Discussion

ECONOMIC DEVELOPMENT INVESTMENT PROGRAM (EDIP)

4. Request approval of a Resolution of an EDIP Part “A” award in the amount of \$309,800 to GroundWorks, presented by Workforce Development Coordinator Ihsane Mouak

Presentation: Workforce Development Coordinator Ihsane Mouak began a presentation to request approval of an EDIP Part A award by providing information on GroundWorks and its presence in Virginia Beach. GroundWorks is considering a 10-year lease in the building that is being built by BMK, within Corporate Landing Business Park, with an option to purchase their proportional share of that building after 5 years. GroundWorks is seeking an EDIP grant that would help offset some of the costs related to the expansion. Ms. Mouak ended with a recommendation of a \$309,800 award pursuant to EDIP Part A, with a distribution of \$154,800 for capital investment and \$155,000 for job creation.

Full Presentation located at minute [9:46 of the meeting video](#).

Discussion: Commissioner David Weiner began by asking for a reminder regarding whether the extension of the existing path would be completed by the Authority or GroundWorks. Ms. Mouak explained that any developments on parcels that surround the lake will be responsible for adding a path to their portion of land.

Commissioner Akhil Jain asked about a prior discussion concerning a bridge between the BMK and Miller Group parcels; Ms. Mouak confirmed that this would fall under Miller Group's responsibility.

Chair Murphy clarified that the Authority is incentivizing capital investment and jobs directly related to the expansion and also commented on the success of the company. Ms. Mouak agreed and added that its success has led to the addition of apprenticeship programs for foundation workers.

MOTION: Guenter Weissenseel

SECOND: Esmel Meeks

APPROVED: 9-0-0

5. Economic Development Investment Program Usage Exploration, presented by Deputy Director Natalie Guilmeus

Presentation: Deputy Director Natalie Guilmeus began a presentation to facilitate a discussion regarding possible future change to Economic Development Investment Program (EDIP) policy. Staff was presented with a request for EDIP funds for a project seeking to transform an abandoned grocery store in an existing shopping center with an experiential retail use. These types of requests are received often but do not quite fit within the current EDIP criteria, nor the historical practices of the Authority. The goal is to explore whether the Authority should amend the EDIP Part B policy to potentially focus on redevelopment of abandoned or underutilized shopping centers. Ms. Guilmeus provided an overview of the existing policy, and a summary of Parts A, B, C and F. Notable data was provided on the increased momentum with retail and shopping centers and examples of three other current redevelopments that are underway or anticipated in the City were provided. Consideration would need to be made regarding the eligibility criteria, maintaining or raising the capital investment ratio, potentially tying performance outcomes to occupancy and increased tax revenue, as well as whether there is destination appeal. Ms. Guilmeus concluded by offering some suggestions on next steps, which include organizing a working group that consisted of Economic Development staff and Authority members to refine program framework and eventually provide a recommendation to the Authority and City Council for any amendments.

Full Presentation located at minute [15:50 of the meeting video](#).

Discussion: Chair Lisa Murphy started the conversation by asking what the Authority has utilized EDIP Part B for in the past. Ms. Guilmeus and Senior City Attorney Alexander Stiles both provided examples of past uses such as redevelopment of a local brewery, infrastructure development/site readiness, as with the construction of streetscapes on the nearby Armada Hoffler development. Chair Murphy further commented that this amendment is definitely an option to consider as it would hopefully be a way to incentivize redevelopment projects.

Commissioner Akhil Jain asked if there was a limit to the amount that can be awarded. Mr. Stiles explained that the policy states that the Authority can only use 50% of its annual appropriation towards Part B. An individual applicant can receive any amount up to that 50% limit and that is up to the discretion of the Authority.

Treasurer William Brunke also inquired if these potential amendments would be focused more on the owner and developer of real property or the tenants that may be building out the space and have discussions steered in one direction more than another. Ms. Guilmeus stated that as of now,

the award has been given to those that are developing but it could be decided that in the future, the opportunity can be extended to either party.

Commissioner Akhil Jain asked if financial hardship has any part in the determination of the award and Ms. Guilmeus said that while it is ultimately a discretionary award, the main factor for is capital investment. Part F would be a more suitable option in the case of financial hardship.

Chair Murphy acknowledged that it seems that there is enough to discuss on the topic that would warrant a working group and stated that it would require two volunteers from the Authority. Commissioners Akhil Jain and Michael Standing volunteered to be a part of this group, along with ED staff. There will be a goal for the group to provide additional information by the beginning of next year.

ATTAINABLE WORKFORCE HOUSING PROGRAM

6. Request approval of a Resolution approving Grand Lakes, LP's Attainable Workforce Housing Application, presented by Housing Development Manager Sharon Shoff

Presentation: Housing Development Manager Sharon Shoff presented information on a request for a resolution authorizing the Authority to approve an award under the Attainable Workforce Housing Performance Grant Program (AWHP). Ms. Shoff provided a review of the AWHP, that was approved and adopted by both the Authority and City Council in 2025. Most notably, the program will provide an incentive for the private development of safe, quality and affordable multi-family rental housing. Annual grants will be provided to a developer based on a percentage of the incremental real estate taxes generated by their approved development. Details on eligibility requirements for applicants were explained and must be met in order for the application to be considered/approved. Grand Lakes Senior apartments is the first application to be reviewed and will be new construction on vacant land, developed using Federal Low-Income Housing Tax Credits and will consist of 172 senior housing units, fully residential, available to tenants age 62+. Additional information was provided on the number of units available to each income range. Applicants will pay an administrative fee to the Authority of 1% of the annual grant amount. The recommended Grant Agreement terms are as follows:

- Base Real Estate Tax amount of \$17,897
- Annual Grant payment of 100% of the incremental real estate taxes
- Grant term of 30 years, with 2nd 15 years conditioned on satisfaction of a capital improvement requirement
- Capital Improvements of \$10,000/affordable unit, or \$1,720,000 for first 15 years
- Average income of 60% for the grant term (30 years)

Full Presentation located at minute [28:21 of the meeting video](#).

Discussion: Chair Murphy began by asking if the property/units would be age restricted as well as income based and Ms. Shoff confirmed that it would and the age eligibility is 62 and older.

Commissioner Akhil Jain asked what the process for verification of the funding gap; Ms. Shoff provided information on the steps that are taken, such as reviewing the development pro forma, operating costs and funding sources. Mr. Jain also asked if we cross reference the applicant's pro

forma to current market information over a specific interval. Ms. Shoff explained that the financials are reviewed to verify that they are reasonable.

Ms. Murphy verified her understanding of the program is that the project is essentially self-funded, but the developer would get a rebate from the City for the tax revenue. Ms. Shoff confirmed and added that the developer would need to provide paperwork to Virginia Housing Development Authority (VHDA) to show that they are in compliance with the program.

MOTION: Akhil Jain

SECOND: Guenter Weissenseel

APPROVED: 8-0-1

Commissioner David Weiner abstained from the vote pursuant to Conflict of Interests Act § 2.2-3114(E). A copy of his abstention letter is attached to these minutes.

7. Request approval of a Resolution approving The Silo Apts., LP's Attainable Workforce Housing Application, presented by Housing Program Coordinator Sharon Shoff

Presentation: Housing Program Coordinator Sharon Shoff continued her presentation, now addressing The Silo Apartments, which is another development on vacant land using Federal Low Income Housing Tax Credits but this property will not be age restricted. It will be fully residential with 200 units available, located in District 2 near the Municipal Center and construction is expected to start in June 2026. The recommended Grant Agreement terms for this project are:

- Base Real Estate Tax amount of \$47,821
- Grant payment of 100% of the incremental real estate taxes
- Grant term of 30 years, with 2nd 15 years conditioned on satisfaction of a capital improvement requirement
- Capital Improvements of \$10,000/affordable unit, or \$2,000,000 for first 15 years
- Average income of 60% for the grant term (30 years)

Full Presentation located at minute [44:48 of the meeting video](#).

Discussion: Chair Murphy sought clarification on the understanding that the Authority's role would be administrative since the project doesn't require funding.

Senior City Attorney Alexander Stiles clarified further by stating that as with other projects, the Authority would enter into a Support Agreement with the City, who would in turn appropriate the necessary funds for the Authority to make the incentive payments to the Developer. Should the City not provide the funds for the incentive payment, the Authority is under no obligation to do so.

Chair Murphy inquired how Virginia Housing is getting the word out in the community about the availability of these programs to help incentivize these projects. Ms. Shoff stated that there have been press releases, blog posts, and some direct outreach to entities that previously expressed interest, as well as information posted on the Virginia Housing website.

Secretary Guenter Weissenseel asked who would be charged with the selection process of individuals applying for the completed units, would it be The Franklin Group or a government entity. Ms. Shoff stated that it would typically be a management group or whomever the developer chooses to manage the properties. In this case, she believes that The Franklin Group will manage their own properties and advertisements will be posted as the project nears completion. Virginia Housing requires that a tenant selection plan is submitted and the management company that is chosen must be one that has been approved by Virginia Housing Development Authority and is familiar with these programs and their requirements. Mr. Weissenseel also asked if tenant eligibility was reassessed on an annual basis to verify income requirements are still being met. Ms. Shoff confirmed that tenants must meet the requirements upon submission of their initial application and will need to recertify in accordance with the specific program timeline requirements.

MOTION: William Brunke
SECOND: Michael Standing
APPROVED: 8-0-1

Commissioner David Weiner abstained from the vote pursuant to Conflict of Interests Act § 2.2-3114(E). A copy of his abstention letter is attached to these minutes.

ADMINISTRATIVE INFORMATION

8. VBDA Priorities: *VBDA Members*

No Discussion

9. VBDA Members: *Chair Lisa Murphy*

Discussion: Chair Lisa Murphy provided the following announcements.

- Former Vice Chair, Taylor Franklin, will be honored at the upcoming November meeting.
- The VBDA Holiday party will be on Wednesday, December 10th, hosted at The Dome and more information will follow in the coming weeks.
- The November meeting, originally scheduled for November 11th will be cancelled due to the Veteran's Day Holiday and a special meeting will be called for November 18th.
- Ms. Murphy also asked that everyone please take time to review and comment on the Comprehensive Plan; there are several topics that have been discussed in these meetings and are relevant to the role that the Authority serves in the community.

10. Directors' Report: *City Manager Amanda Jarratt*

Discussion: Deputy City Manager Amanda Jarratt provided the following announcements and updates.

- Ms. Jarratt reiterated Chair Murphy's encouragement to review and provide comments on the Comprehensive Plan, which will be presented to City Council on the same day. The ability to provide comment is available until October 30, 2025.
- Economic Development staff are participating in the AUSA Defense Conference in Washington DC this week, as well as the Virginia Maritime Conference that is ongoing from October 14th-16th.

- There will be a Hampton Roads Alliance event at the Sandler Center on October 29th from 3pm-6pm to launch the Hampton Roads Playbook for economic development. Virginia Beach Economic Development is happy to be the title sponsor and hosting here in the City, so please RSVP to attend.
- Yesvirginiabeach.com, Economic Development's new and improved website launched October 14th. The site will be more user friendly, dynamic and ADA compliant. Ms. Jarratt thanked VBED staff for their contribution to that effort.
- Busch, Inc. will be celebrating their 50th anniversary on Friday October 24th. Please RSVP and help to celebrate their investment in not only Virginia Beach but our Country as a whole.

Vice Mayor Rosemary Wilson took a moment to acknowledge Chair Murphy's contribution at the City Council Retreat on behalf of Acoustical Sheetmetal. Economic Development was named as the #1 goal of City Council at the retreat, so it is very important that the Comprehensive Plan reflects that as well, and comment on the Plan will aid that goal.

Chair Lisa Murphy moved to recess into a closed session.

RECESS TO CLOSED SESSION

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 5)

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 4 & 5)

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 5)

MOTION: Donald Horsley

SECOND: Esmel Meeks

APPROVED: 9-0-0

RECONVENED INTO OPEN SESSION

CERTIFIED CLOSED SESSION

MOTION: Penny Morgan

SECOND: Donald Horsley

APPROVED: 8-0-0

Commissioner Esmel Meeks left the meeting prior to the certification of closed session.

As noted above, item #1 Appointment of Officer was considered and voted on (8-0) after the certification of the closed session.

Chair Lisa Murphy adjourned the meeting at 10:46 a.m.

Lisa M. Murphy, Chair