

# CITY OF VIRGINIA BEACH DEVELOPMENT AUTHORITY

## July 8, 2025, MEETING MINUTES

The City of Virginia Beach Development Authority (“VBDA” or “Authority”) held its regular meeting on Tuesday, July 8, 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  
Eric Keplinger, Assistant Secretary  
Donald Horsley, Commissioner  
Esmel Meeks, Commissioner  
Michael J. Standing, Commissioner  
David Weiner, Commissioner

### MEMBERS ABSENT:

W. Taylor Franklin, Vice-Chair  
Guenter H. Weissenseel, Secretary  
Akhil Jain, Commissioner  
Penny Morgan, Commissioner

### CITY COUNCIL:

Councilman Michael Berlucchi

### ADVISORS PRESENT:

Rodrick Ingram, Deputy City Attorney  
Alexander W. Stiles, Senior City Attorney  
Kathy Warren, Director, Planning and Community Development  
Emily L. Archer, Deputy Director, Economic Development  
Natalie Guilmeus, Deputy Director, Economic Development  
Katrina Dant, Economic Development Intern  
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  
Peter Gaytan, Senior Planner  
Nahla Saleh, Business Development Representative II  
Vicki Kelley, Administrative Specialist I  
Ken Rodman, Senior Land Development Engineer  
Howie McEntee, Accountant II  
Letitia Langaster, Business Development Representative II  
Matt Mader, Civil Engineer  
Denis Ozowara, Project Development Administrator

REPORTED BY: Emily Archer

RECORDED BY: Kayla B. Dotson

Chair Lisa Murphy began the meeting at 8:33 a.m. and opened the floor for public comment.

**OPEN FLOOR**

No public speakers.

**MEETING MINUTES**

1. Approval of Special Meeting Minutes June 13, 2025.

MOTION: William Brunke

SECOND: Eric Keplinger

APPROVED: 7-0-0

**FINANCIALS**

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

**Operating Account Summary: June 2025**

**Adjusted Beginning Cash – June 1, 2025, \$7,420,060**

*Cash Receipts Detail*

- Grand Total of Cash Receipts  
\$ 12,586 Interest Income

*Cash Disbursements Detail*

- Grand Total of Significant Cash Disbursements  
\$ 146,357 Insurance Policy Atlantic Park Entertainment Venue 5/1/25-4/30/26 – Venture Waves  
\$ 63,070 Offsite Infrastructure and Asset Construction through 5/31/2025 – MBP  
\$ 60,673 Offsite Infrastructure and Asset Construction through 4/30/2025 – MBP  
\$ 15,070 Monthly Conduit Management June 15th – July 15th - Globalinx  
\$ 10,350 Utility Markings – Corporate Landing Business Park – 1/1/2025-6/9/2025 - MidAtlantic Surveying and Land Design  
\$ 3,947 Legal Services for Atlantic Park Project through 4/30/2025 – Davis Commercial Law

**Ending Cash – June 30, 2025, \$7,264,363**

- Amounts Paid and Reimbursed by City of VB – June 2025  
\$ 2,992,834 Atlantic Park -Venture Waves Draw #28– Entertainment Venue  
\$ 418,995 Atlantic Park -Venture Waves Draw #28 – Offsite Infrastructure (City Asset)  
\$ 237,304 Innovation Park – Draw #20 Offsite Construction Work through 5/31/2025 – Architectural Graphics

\$ 1,460 Innovation Park - Construction Phase Services through 4/30/2025 – Kimley Horn  
 \$ 199,647 Corporate Landing – Draw Request #1 for Bond Payments and Offsite Infrastructure Work - Seabreezy Enterprises

**Capital Maintenance: June 30, 2025**

- Amphitheater - \$581,498
- Human Services Building - \$1,919,815  
 \$ 47,910 Monthly Lease – July 2025  
 \$ (123,745) Roof Replacement Construction/Replacement Phase, Pay App #5 – Simpson Unlimited  
 \$ (10,228) Re-roofing and Cooling tower Replacement Design Phase – HBA Architecture  
 \$ (9,856) Elevator Repairs and Modernization – HBA Architecture
- VB National Golf Course - \$2,037,966  
 \$ 25,336 Monthly Revenue Share Agreement  
 \$ (104,415) HVAC Replacement. Pay App #1 Construction, Parts, and Labor. – Adrian Builders Group  
 \$ (77,321) Roof Replacement. Construction, Materials, and Repairs. – Integral Contracting, LLC  
 \$ (14,485) Roof Replacement and HVAC Replacement construction Admin – HBA Architecture  
 \$ (2,736) Pond 1 Maintenance plan – VHB

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

**Façade Improvement Grant \$ 83,227**

- Repave Asphalt Parking Lot – MMM Coffee \$ (3,250)
- Landscaping Improvements – Animal Medical Center \$ (2,786)
- Landscaping, Install Lighting, Signage – Rockafeller's, Inc \$ (6,322)

**Small Business Grant Program \$ 500,880**

- Vehicle Repairs, Advertising, and Equipment Purchases - 757 Transport \$ (5,454)
- Marketing & Advertising – Rekaya Gibson \$ (3,250)
- New Flooring Installation for Spa and Pool area. Wall Painting and Equipment Purchases – Unique Skin and Beauty Bar \$ (5,156)
- Business Supplies and Software Support – Security Scholars \$ (6,989)

**EDIP appropriations as of June 2025,**

- **Ending EDIP appropriations 6/30/2025 \$11,103,358**

**EDIP Part A – Encumbered as of 6/30/2025 \$5,989,612**

- Acoustical Sheetmetal(Phase 3) – \$828,130 Capital Improvement Grant awarded \$1 reimbursed for every \$54.34 invested (\$45.5M total investment).

**EDIP Part B - Encumbered as of 6/30/2025****\$1,000,670**

- Armada Hoffer - \$375,670 Capital Improvement Grant awarded \$1 reimbursed for every \$36.21 invested (\$13.6M total investment).

**EDIP Grant Funds Available as of 6/30/2025****\$6,990,282**

*\* Actual EDIP Cash received from the City and held by the VBDA on June 30, 2025, is \$1,044,988. The remaining \$10,058,370 is being held by the City and will be transferred to the VBDA as needed for payment of approved EDIP awards.*

*No Discussion*

**VBDA ASSETS****3. Town Center Garage Security Updates Presented by Deputy Director Emily Archer**

*Presentation:* Economic Development Deputy Director Emily Archer reminded the VBDA Commissioners that in June 2025, the body voted on and approved the 2026 Town Center Security Agreement. However, during that vote, there were items discussed regarding additional security concerns. Ms. Archer presented information on possible additional security measures to improve safety. The presentation details recapped recent 3rd precinct activity, and Town Center garage, and the security existing contracts. Ms. Archer noted that to add an additional patrol officer, vehicle, and monitoring device on Friday, Saturday, and Sunday nights would cost an additional \$50,000 per year; this would be an amendment to the security contract. Any interest in Garage stairwell camera and speaker system would cost roughly \$1.5 Mil - \$3.0 Mil, the range dependent on the number and location of cameras in the garages.

Full Presentation located at minute [11:24 of the meeting video](#).

*Discussion:* Chair Lisa Murphy asked to verify that the Town Center Advisory Board is in favor of this additional security and that there would be enough money within the SSD to support this additional cost of security. Ms. Archer verified both were correct. Commissioner Esmel Meeks asked if the cameras would be actively monitored. Ms. Archer stated that there would be an activity sensor that would prompt a live person to review the stream. If there were loiterers in the stairwells, the camera operator could ask them to move along. Commissioner Mike Standing asked how many cameras would be installed. Ms. Archer noted that it depends on what is determined to be most appropriate when discussed in more detail with stakeholders. The Security Amendment will be voted on in August 2025 with continued conversation regarding camera installation and other security measures.

**CORPORATE PARKS****4. Request approval of a Resolution extending the Oceana Development LLC's time for construction commencement at parcel 6C-E at Corporate Landing, presented by Senior City Attorney Alex Stiles.**

*Presentation:* Senior City Attorney Alex Stiles presented a request to extend the construction commencement time for Oceana Development LLC from October 2025 to March 1, 2026, due to unanticipated challenges. The requestor is confident of commencement by the requested date.

Full Presentation located at minute [19:25 of the meeting video](#).

*No Discussion*

MOTION: William Brunke

SECOND: David Weiner

APPROVED: 7-0-0

### **FREEDOM OF INFORMATION ACT**

5. Biannual Freedom of Information Act refresher, presented by Deputy City Attorney Rodrick Ingram

*Presentation:* Deputy City Attorney Rodrick Ingram presented information on the Freedom of Information Act. This training serves as a refresher course for VBDA Commissioners.

Full Presentation located at minute [22:36 of the meeting video](#).

*Discussion:* Chair Lisa Murphy asked to confirm that if a subcommittee is formed that it would follow the guidelines of a public meeting. Mr. Ingram confirmed that this was a correct understanding

### **ADMINISTRATIVE INFORMATION**

6. VBDA Priorities: *VBDA Members*

*No Discussion*

7. VBDA Members: *L. Murphy*

*Discussion:* Chair Murphy shared that the VBDA received a thank-you letter from the Virginia Beach Police Foundation for the \$10,000 charity donation from the VBDA Golf Tournament.

8. Directors' Report: *E. Archer*

*Discussion:* Economic Development Deputy Director Emily Archer shared the following:

- The Economic Development Office hosted an Advanced Manufacturing Roundtable to discuss industry challenges and opportunities.
- City Council will receive an ITA briefing to review the Innovation Park Master Plan and other City interests.
- Council will be moving into recess until August 12<sup>th</sup> with a midyear retreat August 26<sup>th</sup>
- The VB trail received 23 million dollars for the second-to-last phase.

Chair Lisa Murphy moved to recess into a closed session.

### **RECESS TO CLOSED SESSION**

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). (City Wide)

MOTION: Eric Keplinger  
SECOND: William Brunke  
APPROVED: 7-0-0

**RECONVENED INTO OPEN SESSION**

**CERTIFIED CLOSED SESSION**

MOTION: David Weiner  
SECOND: Esmel Meeks  
APPROVED: 6-0-0

*Assistant Secretary Eric Keplinger left the meeting prior to the certification of closed session.*

Chair Lisa Murphy adjourned the meeting at 9:58 a.m.

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Lisa M. Murphy, Chair