

CITY OF VIRGINIA BEACH DEVELOPMENT AUTHORITY  
March 21, 2023 MINUTES

The City of Virginia Beach Development Authority (“VBDA”) held its regular meeting on Tuesday, March 21, 2023, 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 item presentations and discussions can be viewed on our website at the following link – <https://www.yesvirginiabeach.com/vbda>

MEMBERS PRESENT: Lisa M. Murphy, Chair  
William Brown, Commissioner  
W. Taylor Franklin, Assistant Secretary  
Ronnie L. Parker, Commissioner  
Michael J. Standing, Commissioner  
Joseph E. Strange, Vice-Chair  
Guenter H. Weissenseel, Commissioner

MEMBERS ABSENT: David Bernd, Secretary  
William Brunke, Treasurer  
Nneka Chiazor, Commissioner  
Penny Morgan, Commissioner

CITY COUNCIL: Vice Mayor Rosemary Wilson  
City Councilman Michael Berlucchi

ADVISORS PRESENT: Taylor V. Adams, Deputy City Manager  
Alexander W. Stiles, Senior City Attorney  
Kathy Warren, Deputy Director, Economic Development  
Laura Hayes Chalk, Deputy Director, Economic Development  
Michael R. Anaya, Project Development Planner III  
Emily Archer, Project Development Manager  
Devin Cowhey, Business Development Manager II  
Katrina N. Flowers, VBDA Accountant  
Letitia Langaster, Business Development Manager  
Ihsane Mouak, Business Development Coordinator  
Elisabeth D. Parker, Administrative Technician  
Katelyn Philleo, Business Development Representative I  
Charles E. Rigney, Business Attractions Administrator  
Svetla Tomanova, Project Development Planner II  
Annagid Walker, Account Clerk III

REPORTED BY: Taylor V. Adams

RECORDED BY: Elisabeth D. Parker

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

**OPEN FLOOR**

No Public Speakers

**REGULAR MEETING**

**MEETING MINUTES**

1. Approval of Meeting Minutes, February 21, 2023.

MOTION: Taylor Franklin  
SECOND: Joseph Strange  
APPROVED: 7-0-0

**FINANCIALS**

2. Laura Harden and Logan Booth of Cherry Bekaert presented the VBDA Annual Financial Audit Report.

*Results of the Audit:*

No instances of noncompliance were identified that are required to be reported under *Government Auditing Standards* or the *Specifications for Audits of Authorities, Boards and Commissions*. No material weaknesses in internal control over financial reporting were identified. As a result, there was no discussion.

3. Katrina Flowers presented financials for February 2023.

**Operating Account Summary: February 2023**

Beginning Cash – February 1, 2023 **\$2,555,491**

*Significant Cash Receipts*

- Grand Total of Significant Cash Receipts - \$850,709
- \$694,392 Reimbursement for Amphitheater Roof Replacement from the City
- \$114,016 Vanguard Landing Loan Payment
- \$ 24,960 Atlantic Park/Dome Site Reimbursement from the City
- \$ 17,341 Interest Income

*Significant Cash Disbursements*

- Grand Total of Significant Cash Disbursements - \$160,493
- \$ 14,055 Kimley Horn – Atlantic Park Offsite Work – Reimbursable
- \$ 146,438 W.M. Jordan Company, Inc – Atlantic Park Offsite Infrastructure - Reimbursable

**Ending Cash – February 28, 2023 **\$3,139,255****

**Incentive & Initiative Account Summary: February 2023**

Beginning Cash – February 1, 2023 **\$2,645,647**

*Significant Cash Receipts*

- Grand Total of Significant Cash Receipts - \$396,382
- \$ 449 Bank Interest Income
- \$395,933 EDIP CIP Drawdown Funds

*Significant Cash Disbursements*

- Grand Total of Significant Cash Disbursements - \$ 10,923
- \$ 10,923 Olympia Bendix-Two – Bio Accelerator Monthly Rent – January 2023

**Ending Cash – February 28, 2023 **\$3,030,929****

**Incentive Summary Reporting: February 2023**

**Beginning VBDA EDIP Grant Balance **\$3,595,771****  
**Earned Interest and Activity Analysis Fee **+\$ 21****  
**EDIP Grants Expired (Closed) **+\$ 0****  
**New Grants Approved by VBDA **- \$ 0****

*Discussion:*

Commissioner Taylor Franklin asked if the VBDA holds the Incentive Balance of \$3,595,792 internally. Katrina Flowers confirmed that amount is what is in the bank. Mr. Franklin then asked if the Board could put those funds in a Money Market. Deputy City Manager Taylor Adams responded by articulating, per the Auditors, we have been advised to leave the Incentive Funds in the bank.

**FACADE IMPROVEMENT GRANTS (FIG) PROGRAM**

4. Approval of a Resolution to approve 14 grants in the amount of \$109,385 under the Façade Improvement Grants (FIG) Program presented by Svetla Tomanova.

*No Discussion.*

MOTION: Taylor Franklin  
SECOND: Gunter Weissenseel  
APPROVED: 6-0-1

Chair Lisa Murphy abstained from voting to avoid any potential conflict of interest. Her abstention letter is attached to these minutes.

**CONTRACTS**

5. Approval of a Resolution granting an easement to Verizon across Block 2 at Town Center presented by Emily Archer.

*No Discussion*

MOTION: Taylor Franklin  
SECOND: Michael Standing  
APPROVED: 6-0-1

Chair Lisa Murphy abstained from voting due to a conflict. Her abstention letter is attached to these minutes.

**ADMINISTRATIVE INFORMATION**

6. VBDA Priorities: *No Discussion*
7. VBDA Members: *No Discussion*
8. Director's Report: *T. Adams*

*Director's Report:*

Deputy City Manager Taylor Adams acknowledged and thanked Commissioner Guenter Weissenseel for his leadership in support of the City's invitation to visit the German delegation this summer for some manufacturing companies to look at the German workforce training model, specifically in identifying workforce ready and trainable employees. The Hampton Roads Alliance and Workforce Council are partnering with this initiative as well. The hope is to have some representation from City Council, the School Board and some local colleges and universities.

Mr. Adams announced the International Partnering Forum pre-Conference event happening this weekend that will bring 65 international prospects and 55 companies from 8 different countries. He thanked Deputy Director Laura Chalk and her team for continuing to build out the International portfolio.

Mr. Adams mentioned there was unfortunately a fire in the Amphitheater which is owned by the Authority and operated by Live Nation and he wanted to express his sorrow and gratitude for the way the Live Nation staff quickly responded. The great news is that, structurally, the facilities are still usable. Obviously, some

repairs and renovations are necessary but they have been a great partner for the last 30 years and have a wonderful line-up for this season's concert series.

Mr. Adams announced in about four weeks there will be a Bulls and Barrels Rodeo at the Beach. In six weeks, the Something in the Water festival will be occurring and in early June, the Jackalope Fest will occur followed by BeachIt! He also announced that closings are happening today for Atlantic Park.

Chair Lisa Murphy moved to recess into a closed session.

**RECESS TO CLOSED SESSION**

The VBDA moved to recess into a closed session pursuant to the exemptions from open meetings allowed by Section 2.2-3711(A) of the Code of Virginia (1950), as amended, for the following purposes:

**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)(29). *(District 2)*

**LEGAL MATTERS:** Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Va. Code § 2.2-3711(A)(8). *(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 3) (District 5)*

MOTION: Joseph Strange  
SECOND: Guenter Weissenseel  
APPROVED: 7-0-0

**RECONVENED INTO OPEN SESSION**

**CERTIFIED CLOSED SESSION**

MOTION: Joseph Strange  
SECOND: Michael Standing  
APPROVED: 7-0-0

Chair Lisa Murphy adjourned the meeting at 9:49 am.

  
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Lisa M. Murphy, Chair



March 21, 2023

Ms. Elisabeth D. Parker  
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. Parker:

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 multiple awards under the Façade Improvement Grant (FIG) program (the "Program").

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. may have provided legal services to various applicants or their landlords under consideration by the Authority for an award under the Program. Therefore, I will abstain from voting on all the proposed awards.

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 the typed name and title.

Lisa M. Murphy  
Chair

LMM/AWS



March 21, 2023

Ms. Elisabeth D. Parker  
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)

Dear Ms. Parker:

1. I am executing this written disclosure and abstention regarding the City of Virginia Beach Development Authority's (the "Authority") discussion and/or vote on granting an easement on Authority-owned property to Verizon Virginia LLC (the "Verizon").

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

3. As a part of my employment with Willcox & Savage, P.C. I provide legal services to Verizon and/or its affiliates on other matters. Verizon's address is 3131-B Sewells Point Road, Norfolk, Virginia 23513.

4. Therefore, I will abstain from voting on the proposed granting of an easement to Verizon.

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 black ink, appearing to read 'Lisa M. Murphy', written in a cursive style.

Lisa M. Murphy  
Chair

LMM/AWS