CITY OF VIRGINIA BEACH DEVELOPMENT AUTHORITY
September 17, 2019 MINUTES

The City of Virginia Beach Development Authority held its regular meeting on Tuesday, September 17, 2019, 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.

MEMBERS PRESENT:
Dorothy L. Wood, Chair
Lisa M. Murphy, Secretary
Joseph E. Strange, Assistant Secretary
W. Taylor Franklin, Commissioner
Peter Mueller, Commissioner
William Brunke, Commissioner
Nneka Chiazor, Commissioner
Mike Standing, Commissioner

ADVISORS PRESENT:
Taylor Adams, Director of Economic Development
David Couch, Business Development Administrator
Ihsane Mouak, Project Development Manager
Laura Hayes, Business Development Coordinator
Devin Cowhey, GrowSmart Development Specialist
Charlie Bauman III, Business Development Manager
Andy Friedman, Director, Housing & Neighborhood Preservation
Julie Hill, Communications Office Administrator
Olivia O'Bry, Executive Assistant
Lloyd Jackson, Business Development Manager
Louis Jones, City Councilmember
Letitia Langaster, Business Development Manager
Sean Murphy, VBDA Accountant
Randy Royal, Kimley-Horn
Jeff Smith, SWaM Business Development Manager
Alex Stiles, Senior City Attorney
Svetla Tomanova, Marketing Assistant
Kathy Warren, SGA Manager
Kaitlen Allcot, Planner II
Ray White, Business Development Manager
Ron Williams, Deputy City Manager
Rosemary Wilson, City Councilmember
Emily Archer, SGA Planner III
Antionette Fowlks, Planner I

REPORTED BY: Taylor V. Adams

RECORDED BY: Vicki Kelley

The Authority convened into session and discussed the following:

OPEN FLOOR

Dot Wood welcomed all in attendance and opened the floor to anyone that would like to speak.

- Taylor Adams asked to be recognized
  - Taylor reminded everyone that we, just as the City Council, three minutes are allowed for public speakers who would like to make a comment
- Citizen, Rona Marsh commended the VBDA and Director, Taylor Adams
  - Announced she has submitted her application to City Council to become a VBDA Board Member

ANNUAL MEETING

1. Chair, Dot Wood asked Mr. Strange and Mr. Mueller to share their recommendations for officers. They both recommended the following:
   a. William Brunke as Treasurer
   b. Lisa Murphy as Vice Chair
   c. Dot Wood as Chair
   d. David Bernd as Secretary
   e. Taylor Adams as Assistant Secretary
   f. Joe Strange as Assistant Secretary and will represent the Authority on the MEDAC Committee

   MOTION: Mike Standing
   SECOND: Lisa Murphy
   APPROVED: 8-0

REGULAR MEETING

2. Approved Minutes from August 20, 2019 with corrections to number of votes 4, 5 and 12. Taylor Adams explained the votes were not separated to show the abstentions noted. These will be corrected for the final minutes with signature.

   MOTION: Lisa Murphy
   SECOND: William Brunke
   APPROVED: 8-0

BOND (PUBLIC HEARING)

3. Chair Dot Wood opened the Public Meeting.
   a. Michael Graph, Bond Counsel of McGuire Woods introduced himself and Thomas Attridge from Standard Companies, the Developer with the Commons at Princess Anne and explained the Bond Request
      I. This is a Revenue Bond financing and a Public Hearing is required to be held under the Industrial Development and Revenue Bond Act and the Federal Tax Law for tax exempt Bonds
      II. We have produced to you an inducement resolution which would provide your preliminary approval for this Revenue Bond Financing
      III. Affordable Housing, affordable apartments are one of the types of projects that are tax advantaged under the federal tax code and can access federal tax credits and lower interest tax exempt bond financing

IV. The next step is to have City Council approve the bond issuance.
V. The Development Authority would be only acting as a conduit or pass through to allow these projects to go forward and receive the favorable tax treatment

b. Mr. Attridge shared his company information
   I. First project as a tax credit and Tax-exempt bond in the State of Virginia.
      1. 186 Units of Senior designated affordable housing
      2. Our attempt is to secure this affordable housing for the long term of at least thirty years by investing at least four million dollars to get the units up to standards

c. Existing affordable housing serving seniors
   i. This project will extend the length of time to keep it senior affordable housing for the next thirty years.
   ii. Very appropriate to support

d. Approved Resolution Authorizing the Issuance of the Authority's Revenue Bonds, not to exceed $22,000,000 for the benefit of Standard Commons Venture LP

MOTION: Lisa Murphy
SECOND: Peter Mueller
APPROVED: 7-0-1

ABSTAINED: Taylor Franklin, Letter attached to the minutes

REVIEW OF FINANCIAL POSITION

4. Sean Murphy gave the monthly financial overview

Operating Account Summary: August 2019

Beginning Cash $4,688,238
Significant Cash Receipts
- ✓ $43,642 of fees from Industrial Revenue Bond recipients
- ✓ $250,000 of advanced funding for Little League loan
- ✓ $3,283 of monthly interest income

Significant Cash Disbursements
- ✓ $11,135 to Kimley Horn for industrial park engineering fees
- ✓ $26,250 to Landscape Services for FY2020 Corporate Landing maintenance
- ✓ $1,550 to VBDA Commissioners for 2nd half FY2019 stipend
- ✓ $515 to Kimley Horn for Corporate Landing stormwater plan

Ending Cash $4,692,790

Incentive Account Summary: August 2019

Beginning Cash $4,806,535
Significant Cash Receipts

- ✓ $1,031 of monthly interest income
- ✓ $500,000 transfer of EDIP Appropriations

Significant Cash Disbursements

- ✓ $10,145 to Kimley Horn for engineering fees related to City initiatives/projects
- ✓ $1,790 to Kimley Horn for Bio Park Phase 1 engineering fees

Ending Cash	$5,295,631

Incentive Account Summary: August 2019

Ending Cash held by VBDA	$5,295,631
PLUS: EDIP and other Receivables	$9,967,763
LESS: Payables and Commitments	$11,413,877
Ending Available Funding	$3,849,517

BRIEFING

5. Emily Archer, Urban Designer with the City's Planning Department in Strategic Growth Area shared the Rudee Loop Temporary Placemaking Updates
    a. Presentation is attached to these minutes

BUSINESS PARKS

6. Approved design for Point One USA Oceana West (APZ-1)
    a. Presentation is attached to these minutes

MOTION: Lisa Murphy
SECOND: William Brunke
APPROVED: 8-0

ECONOMIC DEVELOPMENT INVESTMENT PROGRAM (EDIP)

7. Approved resolution authorizing an EDIP award of $15,000 for Outlier under Part "A" of the policy
    a. Lloyd Jackson introduced Mr. Anthony Watkins, Head of Product for Outlier
    b. Presentation is attached to these minutes
        i. Taylor Adams shared this project demonstrates our continued strength and success in IT and Security for our local economy and the Authority
        ii. Alex Stiles announced the landlord was Olympia Development and there was no identified conflict of interest.
        iii. Dot Wood invited Mr. Watkins to share his thoughts and comments.
            1. Mr. Watkins shared he was excited to be able to expand from Oakland to Virginia Beach.
            2. He always wanted to bring this business back to his home in Virginia Beach.

3. He thanked the Authority for their assistance in bringing that to fruition.

MOTION: Taylor Franklin
SECOND: Lisa Murphy
APPROVED: 8-0

ADMINISTRATIVE INFORMATION

8. Dot Wood asked Taylor to introduce new staff member
    a. Taylor introduced Ihsane Mouak as our newest employee
        i. Taylor stated that many people have expressed the City's gain for having her join us, but a loss for Norfolk.
    b. Ihsane shared she was happy to be here, and her passion was managing projects from beginning to end, as that has been her experience for the past 14 years in Norfolk.
    c. Taylor added that Ihsane has both Project Development and Management experience which will be an asset to our Department
    d. Taylor also stated he was happy to see how our Team was coming together
    e. Dot shared she was happy Ihsane is with us.
9. Dot asked the newest Commissioner Nneka Chiazor to share with the group
    a. Nneka shared she moved to Virginia Beach from Washington DC
    b. Currently the Regional Vice President with Cox Communications, Public and Government Affairs
    c. Nneka stated she is very happy to be here and happy to serve Virginia Beach
10. Director's Report
    a. Taylor shared he was very glad to have Nneka on the Board
    b. Taylor thanked Kimley Horne for helping us during the time we have not had a Project Manager as well as their flexibility with the different and new way we have been doing things
    c. HREDA has informed us that our Industrial Park will be reaching a Tier V thanks to Kimley Horne working through the surveys that were not complete
    d. The Innovation Park will be coming together in a few months
    e. Taylor commended Sean, VBDA Accountant, for doing a great job with the financials and assisting the Auditors as the audit is complete and the report will be coming out soon
    f. Ribbon Cutting at Dollar Bank last week and Charlie Bauman attended.
        i. Charlie shared the ceremony went very well and welcomed the new bank as they are going up in several places in Hampton Roads
        ii. Dot Wood asked how banking was done if there were no tellers
        iii. Charlie explained that you use a Teller Machine
    g. Taylor shared we were grateful for STHL's continued investment in Virginia Beach
        i. They have a new Administration Building that will be opening, which is an additional investment of $30 million in our community

CLOSED SESSION

The Authority 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:

MOTION: Lisa Murphy
SECOND: Taylor Franklin
APPROVED: 8-0

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).

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).

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).

MOTION: Lisa Murphy
SECOND: Taylor Franklin
APPROVED: 8-0

There being no further business, the meeting was adjourned.

Dorothy L. Wood, Chair