



February 24, 2021

Honorable Commissioners of the City of
Virginia Beach Development Authority
Virginia Beach, Virginia

Re: Special Meeting March 1, 2021

Dear Commissioners:

Pursuant to the By-Laws of the City of Virginia Beach Development Authority (the "Authority") dated December 18, 2018, I hereby call a SPECIAL MEETING of the Authority for Monday March 1, 2021 at 3:30 p.m. in the Authority's Boardroom at 4525 Main Street, Suite 700, Virginia Beach, Virginia.

The attached agenda sets forth the business of the Authority to be considered at the Special Meeting. To adhere to applicable safety regulations during the ongoing pandemic, only Commissioners and essential staff will be in physical attendance at the meeting.

This Special Meeting will be broadcast on cable TV and www.vbgov.com. Citizens are encouraged to submit their comments to the Authority prior to the Special Meeting via email at vkelly@vbgov.com. In addition to online registration, any member of the public who wishes to make comments during the Special Meeting must also register with Vicky Kelley by calling (757) 385-6449 or contacting her via email at vkelly@vbgov.com prior to 12:00 p.m. on March 1, 2021.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa M. Murphy', with a long, sweeping flourish at the end.

Lisa M. Murphy, Chair

LMM/AWS/csk

Enclosure

cc: Taylor V. Adams, Director, Economic Development
Ronald H. Williams, Jr., Deputy City Manager
Alexander W. Stiles, Senior City Attorney