



November 9, 2023

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

Re: Special Meeting November 17, 2023

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 Friday, November 17, 2023 at 8:30 a.m. This Special Meeting will be held in the Authority's Boardroom located at 4525 Main Street, Suite 700, Virginia Beach, Virginia.

The attached agenda sets forth the business of the Authority to be discussed at the Special Meeting.

This Special Meeting will take the place of the Authority's Regular Meeting scheduled for November 21, 2023. The November 21, 2023 Regular Meeting is hereby cancelled.

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 SHolden@vbgov.com. If you have any questions, please do not hesitate to contact me. Thank you.

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: Charles E. Rigney, Jr., Interim Director
Alexander W. Stiles, Senior City Attorney