

From: Christina Winn
Sent: Saturday, December 08, 2018 5:29 AM EST
To: Fava, Andrea <afava@amazon.com>
Subject: FW: Melwood

How do you want me to respond?

From: Larysa Kautz [mailto:LKautz@melwood.org]
Sent: Friday, December 7, 2018 10:25 PM
To: Emily Cassell <ecassell@arlingtonva.us>
Cc: Christina Winn <Cwinn@arlingtonva.us>; Kelly Rindfusz <Krindfusz@arlingtonva.us>; Cara O'Donnell <Codonnell@arlingtonva.us>
Subject: Re: Melwood

Thank you, Emily! I appreciate the introduction.

We are looking for someone from Amazon's government relations or lobbying group for a panel discussion from 10:20 to 11:00am in the Pocahontas State Office Building in Richmond on Monday, January 28th. Stephen Moret, CEO of the Virginia Economic Development Partnership, has confirmed that he will participate on the panel. The panelists would be welcome to join us for any part of the day that they found interesting, including our meetings with the Lt Gov, Delegates and Senators.

Please let me know if you ladies need any additional information. I really appreciate your help.

Warmest regards,
Larysa

From: Emily Cassell <ecassell@arlingtonva.us>
Sent: Friday, December 7, 2018 4:29 PM
To: Larysa Kautz
Cc: Christina Winn; Kelly Rindfusz; Cara O'Donnell
Subject: RE: Melwood

Hi Larysa,

I'm copying Christina Winn, the Amazon project lead for Arlington, as well as Kelly Rindfusz, AED Communications Director, and Cara O'Donnell, AED PR Manager. I must forewarn you that they're still swamped addressing countless community-engagement sessions, reporter inquiries and final aspects of the deal, so I'm not at all sure what's possible.

Christina, Kelly and Cara – Larysa met with Victor and me last week regarding Melwood's presence and possible expansion here in Arlington. Please assist however you're able.

Warmest regards,
Emily

Emily Cassell
Director, Arlington Convention and Visitors Service
Arlington Economic Development
1100 N. Glebe Road, Suite 1500
Arlington, VA 22201

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From: Larysa Kautz [<mailto:L.Kautz@melwood.org>]
Sent: Friday, December 7, 2018 4:17 PM
To: Emily Cassell <ecassell@arlingtonva.us>
Subject: RE: Melwood

Emily,

Would you (or someone in your office) be able to introduce me to a contact at Amazon who would be willing to participate on a panel for the Leadership Arlington Day in Richmond?

Our class will be down there on Monday, January 28th, the first day of crossover week. We have a legislative panel in the morning, followed by a meeting with the Lt. Governor in his offices. Then we would like to have a panel with VEDP and hopefully a few representatives of Amazon. Our topic for the day is Enabling Change and Amazon will certainly be a huge player in enabling change in Arlington over the years to come.

Warm regards,

Larysa

LARYSA M. KAUTZ

Chief of Staff & General Counsel

L.kautz@melwood.org | O: 301-599-2744 | C: 732-433-5191 | F: 240-235-8046

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From: Emily Cassell [<mailto:ecassell@arlingtonva.us>]
Sent: Friday, December 7, 2018 3:11 PM
To: Chenai R. Kirkpatrick <CRKirkpatrick@melwood.org>
Cc: Larysa Kautz <L.Kautz@melwood.org>
Subject: RE: Melwood

Thank you, and you, too! Best, Emily

From: Chenai R. Kirkpatrick [<mailto:CRKirkpatrick@melwood.org>]
Sent: Friday, December 7, 2018 2:51 PM
To: Emily Cassell <ecassell@arlingtonva.us>
Cc: Larysa Kautz <L.Kautz@melwood.org>
Subject: RE: Melwood

Thank you for your rapid response. I will be sending a calendar invite shortly.

Have a great weekend!

Chenai

From: Emily Cassell [<mailto:ecassell@arlingtonva.us>]
Sent: Friday, December 07, 2018 2:35 PM
To: Chenai R. Kirkpatrick <CRKirkpatrick@melwood.org>

Cc: Larysa Kautz <L.Kautz@melwood.org>

Subject: RE: Melwood

Hello, Chenai! Thank you very much for your message. Meeting at 2 p.m. at your Crystal City location will be perfect. Looking forward to it.

All my best,
Emily

From: Chenai R. Kirkpatrick [<mailto:CRKirkpatrick@melwood.org>]

Sent: Friday, December 7, 2018 2:12 PM

To: Emily Cassell <ecassell@arlingtonva.us>

Cc: Larysa Kautz <L.Kautz@melwood.org>

Subject: RE: Melwood

Good Afternoon Emily, I hope this email finds you well. Larysa asked me to finalize the meeting mentioned below with Melwood. Our Executive Team that will attend the meeting are available on December 20th at 2pm or 3pm for a meeting at our Arlington location. Please can you inform me if this time will work for you.

Kind Regards,
Chenai

Chenai Rusike Kirkpatrick, Esq.

Director of Legal Compliance & Regulatory Affairs

Melwood Horticultural Training Center

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From: Emily Cassell <ecassell@arlingtonva.us>

Sent: Thursday, December 6, 2018 5:17 PM

To: Larysa Kautz

Subject: RE: Melwood

Hi Larysa,

It was such a pleasure talking with you last week! How fortunate Melwood is to have you on their team – your passion for this important cause is truly inspiring!

I'd be happy to talk with you and your colleagues before Christmas, although time is a bit tight as I'm in Albuquerque from Dec. 8 to Dec. 13. Could Dec. 18 or 20 work in the afternoon? If so, I can come to your location. Please let me know, and I look forward to seeing you all.

One additional follow-up from our discussion: Here is contact information for Dr. Nick Stone of Virginia Tech nick.stone@vt.edu. He's director of their [National Capital Region Operations](#), and has also served on Arlington's Economic Development Commission.

Warmest regards,
Emily

Emily Cassell

Director, Arlington Convention and Visitors Service

Arlington Economic Development

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From: Larysa Kautz [<mailto:LKautz@melwood.org>]

Sent: Wednesday, December 5, 2018 3:01 PM

To: Emily Cassell <ecassell@arlingtonva.us>

Subject: Melwood

Hi Emily,

I hope you're doing well. It was so nice of you and Victor to take the time to meet with me last week about Melwood. I enjoyed meeting you and learning about your sister's amazing life.

Do you have some time to get together with me, my Sr. VP of People & Programs and our VP of External Affairs before Christmas? I'd love to meet you at our Arlington location and chat about the possibilities for training programs at that location and how we might work together to make that happen.

Hope to hear from you soon.

All the best,
Larysa

LARYSA M. KAUTZ

Chief of Staff & General Counsel

Lkautz@melwood.org | O: 301-599-2744 | C: 732-433-5191 | F: 240-235-8046

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