



**BERKELEY COUNTY DEVELOPMENT AUTHORITY
Property Management Committee Meeting
Opening of RFPs for second floor of 400 Foxcroft Ave
Development Authority Conference Room
300 Foxcroft Avenue, Suite 201 Martinsburg, WV 25401
Or Join Zoom Meeting
<https://us02web.zoom.us/j/87833487597>
Monday, December 4, 2023
3:00 p.m.**

AGENDA

- I. Call to Order
- II. Determination of Members Present and Existence of a Quorum
- III. Proof and Filing by Secretary of Notice of Meeting
- IV. Open and Review RFPs – 400 Foxcroft VA Space Alterations.
- V. Executive Session, if needed for real estate, legal, or personnel matters
- VI. Adjournment

The BCDA reserves the right to change the order of the Agenda and to go into Executive Session to discuss subjects as appropriate pursuant to WV Code 6-9A-4

Posted to the public Tuesday, November 30, 2023