

**From:** Shannon Flanagan-Watson <[Sflanagan-watson@arlingtonva.us](mailto:Sflanagan-watson@arlingtonva.us)>  
**Sent:** Tuesday, March 05, 2019 6:51 PM EST  
**To:** Tracy Gabriel <[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org)>  
**CC:** Mark Schwartz <[mschwartz@arlingtonva.us](mailto:mschwartz@arlingtonva.us)>; Natalie Monkou <[nmonkou@arlingtonva.us](mailto:nmonkou@arlingtonva.us)>; Robert Mandle <[rmandle@crystalcity.org](mailto:rmandle@crystalcity.org)>; Glenda MacMullin <[GMacMullin@cta.tech](mailto:GMacMullin@cta.tech)>; Andrew Vanhorn <[avanhorn@jbgsmith.com](mailto:avanhorn@jbgsmith.com)>; Nora Dweck-McMullen <[nora@dweckproperties.com](mailto:nora@dweckproperties.com)>  
**Subject:** RE: UPDATED: Potomac Yard Memo/Assessment

Hi Tracy,

My apologies for the delayed response.

We would welcome a follow-up conversation. Given schedules on our end, we will need to look to sometime next week. I will coordinate through Lynne Porfiri in our office. So, please expect to hear from her directly.

Many thanks,

Shannon Flanagan-Watson  
Deputy County Manager  
Arlington County, VA  
(703) 228-3911  
[sflanagan-watson@arlingtonva.us](mailto:sflanagan-watson@arlingtonva.us)

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**From:** Tracy Gabriel <[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org)>  
**Sent:** Thursday, February 28, 2019 2:57 PM  
**To:** Shannon Flanagan-Watson <[Sflanagan-watson@arlingtonva.us](mailto:Sflanagan-watson@arlingtonva.us)>  
**Cc:** Mark Schwartz <[Mschwartz@arlingtonva.us](mailto:Mschwartz@arlingtonva.us)>; Natalie Monkou <[nmonkou@arlingtonva.us](mailto:nmonkou@arlingtonva.us)>; Robert Mandle <[rmandle@crystalcity.org](mailto:rmandle@crystalcity.org)>; Glenda MacMullin <[GMacMullin@cta.tech](mailto:GMacMullin@cta.tech)>; Andrew Vanhorn <[avanhorn@jbgsmith.com](mailto:avanhorn@jbgsmith.com)>; Nora Dweck-McMullen <[nora@dweckproperties.com](mailto:nora@dweckproperties.com)>  
**Subject:** Re: UPDATED: Potomac Yard Memo/Assessment

Hi Shannon,

Thank you for the update. We would love an opportunity to discuss further with you and your counsel before a final determination is made. Perhaps we can set up a time next week to meet?

Best,  
Tracy

On Thu, Feb 28, 2019 at 2:52 PM Shannon Flanagan-Watson <[Sflanagan-watson@arlingtonva.us](mailto:Sflanagan-watson@arlingtonva.us)> wrote:

Hi Tracy,

We wanted to provide an update on the status regarding our review of the CCBID's assessment to undertake certain obligations pertaining to physical work of the Potomac Yard Property Owner's Association.

It is under active review at our end. Although I don't have a specific date to share with you at this time, we are working to complete it as soon as possible. We fully recognize the time sensitivity as part of the proposed BID expansion timeline.

Thank you for your patience.

Best,

Shannon Flanagan-Watson  
Deputy County Manager  
Arlington County, VA  
(703) 228-3911  
[sflanagan-watson@arlingtonva.us](mailto:sflanagan-watson@arlingtonva.us)

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**From:** Tracy Gabriel <[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org)>  
**Sent:** Friday, February 15, 2019 10:46 AM  
**To:** Mark Schwartz <[Mschwartz@arlingtonva.us](mailto:Mschwartz@arlingtonva.us)>  
**Cc:** Shannon Flanagan-Watson <[Sflanagan-watson@arlingtonva.us](mailto:Sflanagan-watson@arlingtonva.us)>; Natalie Monkou <[nmonkou@arlingtonva.us](mailto:nmonkou@arlingtonva.us)>; Robert Mandle <[rmandle@crystalcity.org](mailto:rmandle@crystalcity.org)>; Glenda MacMullin <[GMacMullin@cta.tech](mailto:GMacMullin@cta.tech)>; Andrew Vanhorn <[avanhorn@jbgsmith.com](mailto:avanhorn@jbgsmith.com)>; Nora Dweck-McMullen <[nora@dweckproperties.com](mailto:nora@dweckproperties.com)>  
**Subject:** UPDATED: Potomac Yard Memo/Assessment

Mark,

Per my conversation with Shannon yesterday, we have **updated our cover letter and memo** (attached) with our latest analysis and ask that you kindly pass along for County legal review. These documents were produced in follow up to our meeting with you on January 30th, 2019, and provide a legal assessment of whether the BID can undertake certain obligations of the Potomac Yard Property Owner's Association in connection with potential BID boundary expansion.

We would greatly appreciate your feedback on the memo, whether you concur with its findings, and any recommended next steps to support the proposed expansion. Given the time sensitivity of the effort, a response by the end of February would greatly facilitate outreach to property owners and completion of the submission package for formal BID boundary expansion. The evaluation of "Physical Work" components is time-critical, whereas the approach to TMP services would be acceptable to evaluate and address over a longer timeframe.

Thank you in advance for your review and continued partnership on this matter. As always, we welcome any questions or concerns.

Best regards,  
Tracy

On Wed, Feb 13, 2019 at 9:09 PM Tracy Gabriel <[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org)> wrote:

Mark,

In follow-up to our meeting on January 30th, 2019, the Crystal City BID engaged our legal counsel to prepare an assessment outlining whether the organization could undertake certain obligations of the Potomac Yard Property Owner's Association in connection with potential BID boundary expansion.

For your reference, a cover letter and memo summarizing our legal assessment are attached. We would greatly appreciate your feedback on the memo, whether you concur with its findings, and any recommended next steps to support the proposed expansion. Given the time sensitivity of the effort, a response by the end of February would greatly facilitate outreach to property owners and completion of the submission package for formal BID boundary expansion.

Thank you in advance for your review and continued partnership on this matter. As always, we welcome any questions or concerns.

Best regards,  
Tracy

**Tracy Gabriel**

President and Executive Director

**Crystal City Business Improvement District**

[2001 Jefferson Davis Hwy, Suite 505](#)

[Arlington, VA 22202](#)

[703.412.9434](tel:703.412.9434)

[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org) | [crystalcity.org](http://crystalcity.org) | [@crystalcityVA](https://www.facebook.com/crystalcityVA) | #crystalcity | [facebook.com/crystalcityVA](https://www.facebook.com/crystalcityVA)

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**Tracy Gabriel**

President and Executive Director

**Crystal City Business Improvement District**

[2001 Jefferson Davis Hwy, Suite 505](#)

[Arlington, VA 22202](#)

[703.412.9434](tel:703.412.9434)

[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org) | [crystalcity.org](http://crystalcity.org) | [@crystalcityVA](https://www.facebook.com/crystalcityVA) | #crystalcity | [facebook.com/crystalcityVA](https://www.facebook.com/crystalcityVA)

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**Tracy Gabriel**

President and Executive Director

**Crystal City Business Improvement District**

[2001 Jefferson Davis Hwy, Suite 505](#)

[Arlington, VA 22202](#)

[703.412.9434](tel:703.412.9434)

[gabriel@crystalcity.org](mailto:gabriel@crystalcity.org) | [crystalcity.org](http://crystalcity.org) | [@crystalcityVA](https://www.facebook.com/crystalcityVA) | #crystalcity | [facebook.com/crystalcityVA](https://www.facebook.com/crystalcityVA)

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