



February 15, 2019

Mr. Mark Schwartz
Arlington County Manager
County Manager's Office
2100 Clarendon Boulevard, Suite 302
Arlington, Virginia 22201
Via e-mail: Mschwartz@arlingtonva.us

Subject: Updated Memo - Potomac Yards Property Owner's Association

Dear Mr. Schwartz:

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, the updated memo summarizing our legal assessment is attached. The legal determination was that there would be no conflict with either the conditions of the Phased Development Site Plan related to Potomac Yards (PDSP) or the provisions of the Master Declaration for Potomac Yard-Arlington in the provision of physical enhancements, cleaning, and maintenance efforts ("Physical Work") as outlined in the BID's letter to the County Manager's office dated January 29th, 2019. A similar determination was made regarding the BID's provision of Transportation Management Plan (TMP) services.

In support of the BID expansion exploration, 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. In terms of prioritization, it is critical to have definitive confirmation on the approach to Physical Work by end of month. While concurrence on the TMP services is desirable in the same timeframe, a longer lead time for evaluation, if needed by the County, is understandable and should not impact BID expansion timeline.

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

Sincerely,

Tracy Gabriel, President & Executive Director, Crystal City BID

CC Glenda MacMullin, Chair, Crystal City BID
Shannon Flannagon-Watson, Arlington County, Deputy County Manager
Natalie Monkou, Arlington Economic Development, BID Staff Liaison