

**MEETING MINUTES OF THE  
ARLINGTON COUNTY ECONOMIC DEVELOPMENT COMMISSION**

October 8, 2024

The Economic Development Commission convened its meeting at 8:03 AM on October 8, 2024.

**PRESENT (IN-PERSON)**

- Bill Dunn
- Kevin Yam
- Tommy Amal
- Sara Barker
- Kate Bates
- Steve Cooper
- Stephen Fedorchak
- Ben Garthwaite
- Nick Gregorios
- Sid Mansur
- Brad Mason
- Praveen Meyyan
- Joseph Oyler
- Scott Pedowitz
- Evan Pritchard
- Flavia Sampaio
- Meredith Sumpter
- Matthew Weinstein

**PRESENT (VIRTUALLY)**

- Ryaan Boyd
- Janetta Brewer
- Anthony Burchard
- Catherine Lynch

**ABSENT**

- Charles Kachadoorian
- Paula Sorrell
- Andy VanHorn

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**SUMMARY OF PRESENTATIONS/DISCUSSIONS**

*Chair's Report – Bill Dunn*

Chair Dunn emphasized the Commission's role to advise the county board and promote Arlington's growth and development, as represented in the Charter and Framework for Prosperity governance documents. He stated that the focus of today's meeting is on Commercial Market Resiliency Initiative (CMRI), with the goal for the EDC being to put forth a recommendation letter to the County Board.

*AED Director's Report – Ryan Touhill*

Director Touhill provided positive economic data updates around population, jobs, wages, taxable sales, and visitor spending. However, he emphasized that the office market continues to face challenges,

including high vacancy rates. While AED is still growing the business development pipeline, they are also focusing on business retention to keep existing businesses in Arlington. CMRI is an AED priority to propose regulatory changes to enable faster reuse, repositioning, and redevelopment of obsolete office.

#### *CMRI: Adaptive Reuse Policy and Zoning Text Amendments Presentation*

EDC Commissioner Matthew Weinstein introduced the presentation by giving a brief overview of how zoning works in Arlington. AED Director of Real Estate Development Group, Marc McCauley, gave a presentation on the adaptive reuse policy that is to be considered by the County Board. This aims to make it easier and more appealing for developers to convert vacant or obsolete office buildings without undergoing the full site plan review, helping to address high office vacancy rates.

Marc's presentation included an overview of the policy and process changes, as well as the benefits. He discussed the current process barriers to adaptive reuse and the proposed streamlined process. He also covered areas to be explored in the future. Marc answered clarifying questions from Commission members around environmental impacts. Statements from the Commissioners also emphasized that Arlington is not an early adopter on this and that these types of policy changes are things that other areas have already been doing, so it is important to move this forward to address the current challenge we're facing with our office vacancies and tax base.

The Commercial Vacancy Working Group planned to meet to discuss the policy in more detail and to draft a recommendation letter to bring to the EDC for a vote at the November meeting.

#### *Small Business Panel Follow-up*

Chair Dunn and Commissioner Bates mentioned that the Executive Committee debriefed on the September Small Business Panel and that the Chamber will be investigating next steps, as many of the opportunities discussed should be addressed at the state level.

#### *Transportation Plan Advisory Group*

Commissioner Pritchard informed the EDC that he is participating as a member of the Transportation Advisory Group as a representative from the EDC. Commissioner Pritchard will be soliciting feedback from the EDC that he can provide as input as Arlington updates its 2007 Master Transportation Plan.

### **MOTIONS & ACTIONS/VOTES**

Commissioner Kevin Yam moved that the Commission approve the minutes from the September EDC meeting. The motion was seconded, and the Commission unanimously supported the motion.

Commissioner Yam introduced the Electronic Meeting Policy. Commissioner Fedorchak moved to adopt the policy. The motion was seconded, and the Commission unanimously supported the motion.

Meeting adjourned at 9:28 AM.