

City of Takoma Park, Maryland

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The Honorable Kate Stewart, Mayor

May 24, 2018

Dear Adrian and Rachel,

As you are aware from your attendance at last night's City Council meeting, the Council supports mediation and has agreed to provide up to \$5,000 towards mediation between Neighborhood Development Company and Takoma Park Silver Spring Co-op in the hopes that you can reach resolution on some outstanding issues. While the Council will not play an active role in the process, we have developed the following proposal which we believe can serve as the basis for your discussions:

Proposal for Mediation

The City of Takoma Park will fund up to \$5,000 mediation between Neighborhood Development Company and TPSS Co-op. Neighborhood Development Company and TPSS Co-op will mutually agree to a mediator.

Members of the City Council and City staff will be observers in the process, and the guidelines for how this will work will be finalized once a mediator is selected. Availability of Councilmembers or staff should not impact scheduling of mediation sessions.

Mediation is envisioned to consist of two sessions, should take place as soon as possible and conclude by early September. If additional time is needed, all three parties must agree that additional time would be productive.

The goals of the mediation are: 1) to build trust among the parties and 2) to reach an agreement in a timely fashion on outstanding issues. The topics that may be covered in the mediation include but are not limited to:

- Deliveries
- Trash and recycling
- Parking, including number of spaces and rates
- Preliminary plans for continuity of operations during construction

Additionally, construction matters and rates if the Co-op wishes to connect to or rent space in the new building, including matters related to elevator type and location may be addressed. The finalizing of rates for a potential Co-op expansion would be the focus of future discussions or mediation between NDC and the Co-op without the involvement of representatives of the City and without City funds.

On behalf of the Takoma Park City Council,

Kate Stewart
Mayor, City of Takoma Park