



via email

November 18, 2016

SUZANNE R. LUDLOW
CITY MANAGER
CITY OF TAKOMA PARK, MARYLAND
7500 MAPLE AVENUE
TAKOMA PARK, MD 20910
(301) 891-7230
SUZANNEL@TAKOMAPARKMD.GOV

RE: WEEKLY UPDATE ON LETTER OF INTENT NEGOTIATIONS BETWEEN NDC AND THE TPSS CO-OP

DEAR MS. LUDLOW,

By this letter, Neighborhood Development Company (NDC) is providing an update on negotiations of a Letter of Intent (LOI) between NDC and the Takoma Park Silver Spring Co-op (TPSS) for the expansion of their existing operations.

As we reported in our last weekly update we have developed two potential site plans that would allow for the expansion of TPSS unto the Takoma Junction site. Both plans would provide for truck unloading essentially the same as their current operation. Our preferred plan would provide for a new, contiguous, turn-key space for TPSS that would allow them to expand with no or very limited interruption in business continuity.

On Saturday, November 12th and again on Tuesday November 14th I reached out to TPSS to request a meeting as soon as possible to determine in which direction they would like to proceed. Via email TPSS has informed me that they would be unable to meet this week and that they could not provide me with a date when they would be available.

During this week we held a discussion with the Matthews regarding the Co-ops expansion. They confirmed that TPSS has a long term lease and an option to purchase their property. The Matthews are very supportive of the Co-op and their growth and have offered to work with us to make this happen.

Please feel free to follow up with any questions you may have.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Suzanne R. Ludlow', is written over a light blue horizontal line.

ADRIAN WASHINGTON
CEO & FOUNDER
NEIGHBORHOOD DEVELOPMENT COMPANY