

Memo

To: Northfield Township Board
From: Howard Fink
Date: 4/21/2016
Re: Van Curler Property

Dear Township Board,

Both the attorney and real estate broker for the Van Curler Property have verbally indicated their client is in agreement with our purchase offer, but we still do not have a signed agreement. Nonetheless, I think it's time to start planning for the property and discussing what our intentions are. Barb Griffith and I are working on the Downtown Planning Group. The first meeting will be in May (will be formally scheduled before the workshop on Tuesday). I would suggest that this group's vision and purpose, along with creating a plan for the Downtown, be to discuss / debate the planning around the Van Curler Property. It seems like a natural fit. This is not to say others won't be involved, but the group could act as an existing committee to make recommendations. It goes without saying that the Board of Trustees has the final determination.

With regard to the Van Curler Property in particular, I also will be attempting to integrate the Planning Commission into the discussion. I am hoping that the board permits the new planner to bill for some of these conversations / work when it is appropriate and needed.

If the board wishes, I think it might be necessary to take some time to discuss some visions of the property and desires for next steps. Please note that I will not start spending money on due diligence (soil samples, survey, etc.) until a signed purchase agreement is in place.

Respectfully Submitted,



Howard Fink, Township Manager