



via email

October 26, 2016

SUZANNE R. LUDLOW  
CITY MANAGER  
CITY OF TAKOMA PARK, MARYLAND  
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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 Neighborhood Development Company and the Takoma Park Silver Spring Co-op (TPSS) for lease of approximately 6,000 square feet of gross floor area at Takoma Junction.

NDC and our consultants have developed four working concepts as a basis for discussions with TPSS on Thursday, October 27th. We have incorporated the feedback from previous discussions to the best of our abilities and look forward to collaborating with TPSS to further refine these concepts on Thursday.

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'ADRIAN WASHINGTON', is written over a light blue horizontal line.

ADRIAN WASHINGTON  
CEO & FOUNDER  
NEIGHBORHOOD DEVELOPMENT COMPANY