

2471 McCormick Road
Rockville, MD 20850
June 28, 2004

Bill Messett, Owner
Superior Landscaping
14636 Woonsocket Drive
Silver Spring, MD 20905

Re: Flint Ledge Estates Community Association
Grounds Care and Snow Plowing Contracts

Dear Bill:

I have enclosed a contract signed by me, as treasurer for 2004-2005 of Flint Ledge Estates Community Association. I am noting the things, not specifically mentioned in your contract, that we discussed today on the phone by way of memorandum to the vacationing members of our board. We need to discuss the fee for the items, probably on a per application basis, that are not included in the current contract's fee structure.

- The front entrance needs to be maintained in its current condition, weed free and pruned.
- The street trees in the single family homes will require pruning every two or three years. They were pruned last year. They may need emergency pruning, which we would call on you to do, for a fee.
- The power boxes on community property should be considered part of the common area tree and shrub beds as they were in the past, well as the circles and berm.
- The Spring mulching and weeding of the common areas needs to be done as soon as you can schedule it, and is part of this season's once a year service. The mulching of the single family home street trees has not yet been discussed by the board, and I know is not included in your current contract. I will get back to you if those in the single family homes want their street trees weeded and mulched.
- The former landscaper has agreed to mow Tuesday or Wednesday of this week. If he does not, I will call you Thursday night, July 1, unless the common areas have been mowed before then, and ask you to start July 2. You have told me that you are available July 2 and not again until July 9. You have agreed to start no later than July 9. If you are able to take care of the Spring weeding and mulching of the common areas on July 2, even if the neighborhood doesn't need mowing, we would appreciate it.

- I would like the board to agree to have only one board member be your contact. I think it would simplify things for you and for us. I am recommending Jerry Greenberg. He is on vacation at this time, and has asked me to take care of the grounds contract in his absence.

I am not yet a signatory on the bank account, and the former treasurer has signed the enclosed check for \$778.

Thank you for your consideration.

I'm glad you're back

Yours truly,

Nancy Shirey

CC: Jerry Greenberg, William Armbruster, and Gayle Brooks