

COUNCIL OF UNIT OWNERS OF MUTUAL 19B -CONDOMINIUM OF ROSSMOOR, INC.

WEDNESDAY, December 28, 2022 - 1:00 P.M. **SULLIVAN ROOM FOR BOARD MEMBERS &** STAFF, VIA ZOOM FOR RESIDENTS AND OWNERS

AGENDA

Members will have an opportunity to comment on agenda items on which an action will be taken with a five-minute Unit Owner and Residents Open Forum Session

	Page No.
1.	Call to Order (Benefiel, Dunn, Gervais, Mastrorocco, Goldsborough, Lewis, Barr)-
2.	Approval of the Agenda-
3.	Community Report-(Attachment) 1-2
4.	Approval of Minutes – November 30, 2022, Board Meeting Minutes (Attachment)-3-6
5.	Unit Owners and Residents Open Forum-
6.	Treasurer's Report-(Attachment)7
	a. Invoice Approval (Attachment) 8-13
	b. Investment Activity Approval-(Attachment)14
7.	Unfinished Business –
	 a. Building 91 updates, false alarms, defective heat sensors, step ramp for wheel chair, more b. 2023 Budget dated 10-30-22, M&O Agreement, Letter dated Dec. 19, 2022 c. Bylaw amendments voting follow-up d. Update on the storm water drains between Bldgs. 90 & 91, root ball removal
	e. New Year's Party arrangements for Jan. 15, 2023
8.	New Business –
	a. Ratify AWM Res #92 and #93 (attachment)15-16 b. Fire Code Compliance (FCC) inspections c. ABM-Santana-(Attachment)17-20
9.	Correspondence-
10.	Leisure World Board of Directors and Advisory Committee Reports
11.	Building Representatives-
12.	Monthly Meeting Date – Wednesday, January 25, 2023 – 1:00 P.M.
13.	. Meeting Adjournment:



REGULAR MEETING – BOARD OF DIRECTORS COUNCIL OF UNIT OWNERS OF MUTUAL 19-B CONDOMINIUM OF ROSSMOOR, INC. HYBRID/SULLIVAN ROOM – 1:00 P.M. WEDNESDAY NOVEMBER 30, 2022

Res. 83-91

A regular meeting of the Board of Directors of the Council of Unit Owners of Mutual 19-B – Condominium of Rossmoor, Inc., was held Hybrid on Wednesday, November 30, 2022, at 1:00p.m. in the Sullivan room.

Directors Present:

Mike Benefiel, President; Jack Dunn, Vice President; John Gervais, Treasurer;

Rita Mastrorocco, Secretary; Regina Goldsborough, Director; Clayton Lewis,

Director

Directors Absent:

John Barr, Director

Management:

Robert Alonso, LW CFO, Danesca Pineda, Mutual Assistant

Visitors:

In Sullivan room: Charlie Middleton, Jane Gervais, Connie Costa, Donald

Bonn, Zuli Russi and George Samara

Via Zoom: Dennis Hawkins, Laurie Farnsworth, Randy Bosin, Rhona

Bosin, Janet Lazar

- 1. <u>Call to Order</u> Mr. Benefiel called the meeting to order at 1:01 p.m.
- 2. <u>Approval of the Agenda</u> The agenda was approved, as presented.
- 3. <u>Community Report</u> Mr. Alonso presented the November 2022 Community Report and addressed all questions asked.
- 4. <u>Approval of October 26, 2022, Regular Board Meeting Minutes</u> October 26, 2022, regular Board meeting minutes were approved as presented.
- 5. <u>Unit Owner's and Resident's Open Forum</u>
 - -Ms. Zuli Russi expressed that she has been experiencing a personal aggression, someone left a not too nice notice on her car windshield, also, someone throw an egg on the passenger side of her car. She reported it to security already.
 - -Resident reported that Exit signs are all falling in building 89, Mutual assistant will ask PPD if it is possible to relocate them.
 - -Mr. Bosin expressed concern about his email to the board about the increase on the condo fee and utilities.
 - -Mr. Charlie Middleton expressed concern with a car parked with expired tag from a resident who died while back. Mr. Dunn will contact and report it to security.

6. <u>Treasurer's Report</u> – The treasurer's report was presented and was distributed for the Board's review.

a. INVOICES:

- Upon motion duly made, the Board agreed,

To approve payment of the following invoices:

INVOICE AMOUNT:	VENDOR INVOICE # DESCRIPTION
1,270.20	McFall and Berry Invoice #218417- Fall Annual flower planting, supply and install chosen fall flowers into predetermined beds. Dated: 10/27/2022
\$2,475.00	McFall and Berry Invoice # 2179545- 15210 Elkridge Way building 91 front of building; damage to turf from the construction is 4200 sq.ft. price includes regrading area with holes and damage to grade then supply and install 2.5 yds. Of topsoil mix, grade, seed and apply curlex. Dated: 9/30/2022

Resolution #83 11/30/2022

7. -<u>Unfinished Business</u> –

- A. Building 91 updates, including Schindler elevator and follow-up, defective heat sensors, new lobby directory of residents, lobby furniture, more..
 Mr. Samara is requesting the repaint of the parking lot lines and numbers for building 91. Mr. Jack Dunn offers to contact Mr. Veirs to get a proposal. Mr. Charlie Middleton expressed that Minkoff company should be fixing all the mistakes with building 91.
- B. Schindler Elevator Modernization project: updates for Building 90- Mr. Benefiel reported the Ms. Maureen McCleary informed him that the elevator is working fine. The container in the Beaverbrook Court parking lot was removed on Nov. 28, 2022.
- C. Bylaw amendments voting follow-up-Mutual assistant will print proxy envelope and ballot sheet for all the residents who have not responded to any of the mailings mailed out since September 2022. All building representatives will pick up the information from the mutual assistant desk when ready and will personally distribute it to those unit owners.
- D. Budget for 2023 M&O Agreement:
- -Upon motion duly made, the Board agreed,

To not sign the 2023 M & O Agreement until the 3M's (an organized group of master meter mutuals) requested meeting with Mr. Kimble takes place, but if the outcome does not go as planned, the president of Mutual 19B will sign the M&O agreement: 4 board members in favor, 1 board member against, and 1 board member abstained.

Resolution #84 11/30/2022

E. Updates on the storm water drains between buildings 90 & 91- The board is still waiting, Mr. Benefiel will follow up on it.

8. New Business –

- a. Ratify Action Without Meeting Res #78, 79, 80, 81, and #82
- -Upon motion duly made, the Board agreed,

To ratify Action without meetings resolutions numbers #78, to approve Dynalectric proposal dated 11/4/2022 in the amount of \$3,630.00; #79 to approve Mutual 19B proposal for distribution Comcast refund; #80 to approve Dynalectric proposal dated 11/4/2022 in the amount of \$2, 839.00; #81 to approve Welsh Roofing Company proposal dated 11/22 in the amount of \$7,150.00; #82 to approve Dynalectric fire extinguishers service proposal in the amount of \$906.00.

Resolution #85 11/30/2022

- b. Request for reimbursement (invoice) from a resident affected by the elevator project in building 90:
- -Upon motion duly made, the Board agreed,

The board agreed to reimburse for the stay for a resident affected by the elevator project in building 90 in the amount of \$3000.00. 15311 Beaverbrook Ct. Unit 3K (all invoices/payment provided to the board).

Resolution #86 11/30/2022

- c. Insurance Claim:
- -Upon motion duly made, the Board agreed,

The board agreed to pay LWMC for the insurance claim dated 11/7/2022 at 15201 Elkridge Way 93-1D in the amount of \$8,816.64. Minkoff restored damaged flooring caused by a common condensate pipe leaking and caused floor and wall damage to unit 1D.

Resolution #87 11/30/2022

- d. Proposal-McFall and Berry
- -Upon motion duly made, the Board agreed,

To approve McFall and Berry landscaping proposal #L22059MA dated 10/20/2022 in the amount of \$2,920.00 for 2023 recommendations.

Resolution #88 11/30/2022

- e. Proposal-Dynalectric- posted for next meeting.
- f. Annual Gifts
- -Upon motion duly made, the Board agreed,

Approved annual holiday gifts for the following in the following amounts: Danesca Pineda \$300.00, Brenda Callejas \$300.00, Francisca Ortiz \$100.00, Aaron Tenley \$200.00, Leslie Vizzi \$200.00, Lee Shields \$200.00, (2 Housekeepers @\$300.00 each total of \$600.00), (Trash Collectors @ \$100.00 each total of \$500.00) Grand total of \$2,400.00

Resolution #89 11/30/2022

- g. 7 Poinsettias for each building lobby at \$21 each Ms. Jane Gervais
- -Upon motion duly made, the Board agreed,

To approve reimbursement to Mr. or Mrs. Gervais for the purchase of 7 poinsettias (one for each building lobby) at \$21 each plus tax.

Resolution #90 11/30/2022

h. ABM-152101H

-Upon motion duly made, the Board agreed,

To approve the ABM submitted by Ritzenberg at 15210 Elkridge Way unit 1H for sliding door glass, door interior.

Resolution #91 11/30/2022

- 9. <u>Correspondence</u>- included in the board member's packet.
- 10. Leisure World Board of Directors and Advisory Committee Reports-
- 11. <u>Building Representatives</u>: Mr. Bonn will get a proposal for a building 88 bench. Ms. Mastrorocco reported that her building 92 is doing well. Mr. Lewis will create a list for all building reps for their unit/residents. Mutual Assistant will ask Security how accurate the UDB system is with the resident information. Mutual assistant will email Ms. Mastrorocco a list of the names and addresses of her building residents/unit owners.
- 12. <u>Monthly Meeting Date</u>: Wednesday December 28, 2022, at 1:00pm
- 13. <u>Meeting adjourned</u> at 4:45 PM.

Rita M.	Mastrorocco,	Secretary

Mutual 19B - December 28, 2022 - Regular Monthly Meeting (Hybrid)

Treasurer's Report

Balance Forward - 11/1/22	.\$	187,119.25
Total Receipts - November		140,919.68
Total Disbursements - November		(164,496.86)
Balance - 11/30/22	\$	163,542.07

Net Operating Expenses

Year To Date - 11/30/22	\$ 34,900	Unfavorable To Budget
Month of November - 2022		Unfavorable To Budget

Cash Investments	11/30/22	1/1/22
Replacement Reserve	\$1,703,488.63	\$1,841,362
Maintenance Reserve	222,967.67	226,827
Insurance Deductible Reserve	15,005.84	27,795
Other	<u>48,467.39</u>	67,192
Total	\$1,989,929.53	\$2,163,176

Delinquent Report (as of December 16, 2022)

- 8 accounts (not from Bldg. #91) have charges of \$6,536.24.
- \$2,039.25 of the \$6,536.24 are for two insurance claims.
- \$2,272.00 of the \$6,536.24 are current charges from 4 accounts.
- \$2,224.99 left,\$782 from 2 > 30 days,\$1,441 from 2> 60,\$1.99 from 2> 90)
- -There are 4 accounts from Bldg. #91 totaling \$5,211.48.
- -1 account (Bldg. #92) has lien/lawyer fees due of \$829.00 from 3/31/20 and an insurance claim of \$597.40 from 9/2/21 for a total of \$1,426.40. Total Delinquent = \$13,174.12

Reserve Expenditures -	YTD 11/30/22	To Reserves YTD 10/31/22
Replacement Reserve	\$ 282,166	
Maintenance Reserve	89,766	
Insurance/Legal	0	
Total	\$ 371,932	\$217,532

12/19/2022 4:34 PM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 11/30/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

CURRENT PERIOD ACTUAL	MONTHLY BUDGET	VARIANCE	2002	Specialistics of a periodical control of the contro	YTD ACTUAL	YTD BUDGET	VARIANCE
				INCOME			
129,819	129,819	0	5110	Assessments	1,428,009	1,428,009	0 0
1,913	472	1,441	2111	Interest Income	16,938	5,192	11,/46
09	0	09	5114	Late Fees	688	0 0	883
(2,829)	0	(2,829)	5115	Other Income	11,315	0 0	015,11
9,756	0	9,756	5200	Transfers From Funded Reserve	3/1,932	0 0000	3/1,932
(20,154)	(18,454)	(1,700)	2800	Transfers To Funded Reserves	(217,532)	(202,994)	(14,538)
118,565	111,837	6,728		TOTAL INCOME	1,611,546	1,230,207	381,339
				O DOINT GOT TWIFF A CHOUNT AND A CANADA CANA			
•	c		0	ADMINISTRATIVE EAPENSES	Q.	C	(19)
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0 77 0	0 444	0 404	0110	Addition Donothy	145 683	136 895	(8 788)
14,042	12,443	(2,197)	6118	O Insurance Property	726	00,00	(726)
986	275	110	8110	03 Insurance Eidelity	3.147	3.025	(122)
007	6/2		0110	od Hogal Consulting	300	0,00	(300)
			6110	Or Legal Consuming	857	0 0	(852)
	0 00		0.10	Description of the control of the co	5 7 20	10.263	4 543
950	933	413	6120	Property Mgmt Services	3,720	10,203	(4,245)
12	0	(12)	6719	Miscellaneous	774	0000	1 600
0	208	208	6138	Interpreter	00/	2,288	000,1
15,547	13,949	(1,598)		TOTAL ADMINISTRATIVE EXPENSES	162,785	157,689	(5,096)
	000	(0.45)	0000	BOILDING EAFEINGES	208 307	20 546	239
7,931	7,080	(542)	2020	00 delielal mallielalice	20,367	20,242	167
1,00,1	1,00,1	(4 540)	6204	O Elevator Overtime	8 997	1 837	(7.160)
6,7,4	101	(4,040)	6204	OZ Elevator locacations	7773	1 221	(3,520)
0 10	- 0	1000 17	0000	Doot Control	7,77	2 750	(7,022)
1,2/8	250	(1,028)	6020	Pest Collifor	447,7	2,730	245
0	333	333	6211	05 Sprinkler Contract	0,000	3,000	040
25	250	193	6211		2,383	26.7	363
0	33	33	6211	07 Fire Marshil, Permit	0 000	200	200
6,367	480	(2,887)	6211	10 F/A Inspections	6,367	5,280	(1,087)
2,925	1,167	(1,758)	6214	02 Grounds Landscaping	24,785	12,837	(11,948)
187	187	0	6224	Telephone	2,697	2,057	(640)
20.316	7,521	(12,795)		TOTAL BUILDING EXPENSES	110,101	82,731	(27,370)
7.507	2.640	(4.867)	6301	UTILITY EXPENSES 98 Electric Com Area	37,028	29,040	(7,988)
0	(699)	(699)	6301	96 Electric Pr Yr CA	0	(7,359)	(7,359)

12/19/2022 4:34 PM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 11/30/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

14,187 1,2,080 1,2,107 6,301 99 Electric Master 1,4,669 1,22,890 14,789 14,895 14,	CURRENT PERIOD ACTUAL	MONTHLY BUDGET	VARIANCE	95.54 14.55 14.55	10 Fr.A. francisco and analysis of the control of t	YTD ACTUAL	YTD BUDGET	VARIANCE
13.852	14,187	12,080	(2,107)	6301	99 Electric Master	174,669	132,880	(41,789)
29,066 (1,614) TOTAL UTILITY EXPENSES 313,314 309,102 167 167 6401 OTHER EXPENSES 4,335 7,337 667 3,167 TOTAL OTHER EXPENSES 4,335 7,335 7,337 51,370 (12,840) TOTAL OTHER EXPENSES 4,335 558,696 7,733 6 60 6 8900 15 RR PREVENCES 558,696 7,778 8,690 16 RR Plevator 0 6 8900 15 RR Reserve Study 5,139 6,178 6,680	0 8,985	1,353	1,353	6301	97 Electric Pr Yr MM 99 Water	101,617	139,658	38,041
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9 6900 31 MH Mold C 6900 01 IR Insurance Exp 1 COMMUNITY FACILITIES 8,211 (176) 7100 10 Administration 2,587 249 7100 20 Education & Recreation 2,407 (302) 7100 22 LW News (32) 376 7100 25 Food Service (15) (126) 7100 30 Medical Center (47) (1,060) 7100 40 PPD Management (1,619 0 7100 43 Trash (22,147 0 7100 44) Trash (31,017 0 7100 44) Trash (32) 31 MH Mold (32) 31 MH Mold (32) 37 MH Mold (33) MH Management (34) 1,619 0 7100 44 Grounds (35) 1,117 17,810 (37) 1,861 340 7100 43 Trash	0	0	0	0069		1,450	0 0	(1,450)
8,211 (176) 7100 10 Administration 2,587 249 7100 20 Education & Recreation 2,587 2407 (302) 7100 22 LW News 1977 (126) 7100 25 Food Service (15) (126) 7100 30 Medical Center (15) (126) 7100 40 PPD Management (17,810 17,810 17,810 17,810 17,811 17,810 17,810 17,811 17,810 17,811 17,810 17,811	0 0	0 0	0 0	0069	31 MR Mold	2,087	00	(2),00/
8,211 (176) 7100 10 Administration 2,587 249 7100 20 Education & Recreation 2,587 2,407 302) 7100 21 Club House II (224) 376 7100 22 LW News 197 101 7100 25 Food Service (15) (126) 7100 40 PPD Management 1,619 0 7100 41 Grounds 1,861 340 7100 43 Trash	0		0 !	0069	or in insurance Exp	22,113		(22,113)
8,211 (176) 7100 10 Administration 27,757 28,457 2,587 2407 20 Education & Recreation 27,757 28,457 2,407 (302) 7100 21 Club House II 29,834 26,477 (32) 376 7100 22 LW News (352) 197 101 7100 25 Food Service (352) (15) (126) 7100 30 Medical Center (165) (15) (1,060) 7100 40 PPD Management 13,181 7,117 1,619 0 7100 41 Grounds 17,810 17,810 1,861 340 7100 43 Trash 20,368 20,471	9,756		(9,756)			371,932		(371,932)
8,211 (176) 7100 10 Administration 2,587 249 7100 20 Education & Recreation 2,587 29,834 26,477 2,407 (302) 7100 21 Club House II (224) (352) 1,578 2,167 2,167 (126) 7100 25 Food Service (15) (126) 7100 30 Medical Center (15) (126) 7100 40 PPD Management (15) (1,060) 7100 41 Grounds (17,810 17,810 17,810 17,810 17,811 17,810 17,810					COMMUNITY FACILITIES			
2,587 249 7100 20 Education & Recreation 27,737 20,437 20,437 20,437 20,437 20,437 20,437 20,437 20,437 20,437 20,388 20,477 20,388 20,477 20,00 22 LW News (352) (352) (126) 7100 25 Food Service (15) (126) 7100 30 Medical Center (15) (1,060) 7100 40 PPD Management (1,060) 7100 41 Grounds (17,810 17,810 17,810 17,810 17,810 17,810 17,810 17,810 17,810 17,810 17,810 17,810 17,810 1,861 20,471	8,387	8,211	(176)	7100	10 Administration	91,500	90,321	(1,179)
(32) 7100 22 LW News (324) 23,5034 23,777 (325) 7100 22 LW News (157) (126) 7100 25 Food Service (15) (126) 7100 30 Medical Center (15) (1,060) 7100 40 PPD Management (1,060) 7100 41 Grounds (1,060) 7100 43 Trash (1,060) 7100 43 Trash (1,060) 7100 43 Trash	2,338	2,587	249	7100	20 Education & Recreation	20,137	26,437	(3 357)
197 101 7100 25 Food Service 1,578 2,167 (15) (126) 7100 30 Medical Center 695 (165) 647 (1,060) 7100 40 PPD Management 13,181 7,117 1,619 0 7100 41 Grounds 17,810 17,810 1,861 340 7100 43 Trash 20,471	(408)	2,407	376	7100	22 LW News	(224)	(352)	(128)
(15) (126) 7100 30 Medical Center 695 (165) 647 (1,060) 7100 40 PPD Management 13,181 7,117 1,619 0 7100 41 Grounds 17,810 17,810 1,861 340 7100 43 Trash 20,368 20,471	96	197	101	7100	25 Food Service	1,578	2,167	589
647 (1,060) 7100 40 PPD Management 15,181 7,117 1,619 0 7100 41 Grounds 17,810 17,810 17,810 1,861 340 7100 43 Trash 20,471	111	(15)	(126)	7100	30 Medical Center	969	(165)	(860)
1,861 340 7100 43 Trash 20,471	1,707	647	(1,060)	7100	40 PPD Management 41 Grounds	13,181	17.810	(6,064) 0
	1,521	1,861	340	7100	43 Trash	20,368	20,471	103

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M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 11/30/2022

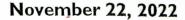
> 3701 Rossmoor Blvd. Silver Spring MD 20906

9.00																															
VARIANCE	2,722	662,1	(6,477)	(1,225)	966	124	(7)	0	0	0	0	7,227	(5,536)		(2,160)	0	(5,536)	(3,902)	0	271	(437)	3,073	4,227	(5,276)	268	2,541		(6,931)	(416,239)	(34,900)	
BUDGET	143,220	2,203	54,681	6,171	10,483	2,288	297	3,395	43,358	9,517	15,316	7,227	500,521		63,503	55,429	0	2,079	46,750	1,298	0	0	0	0	0	2,541		171,600	1,230,817	(610)	
ACTUAL	140,498	006,01	61,158	7,396	9,487	2,164	304	3,395	43,358	9,517	15,316	0	206,057		65,663	55,429	5,536	5,981	46,750	1,027	437	(3,073)	(4,227)	5,276	(268)	0		178,531	1,647,056	(35,510)	
300																															
828																															
62 483 (83 183	58 TV	60 Transportation	65 Security	70 Street Lights	80 Golf Course	81 Pro Shop	85 Comm Call System	90 Snow Reserve	92 Prop Maint Rsv	93 Contg Rsv	95 Repl Rsv	98 Salary Adjustment	TOTAL COMMUNITY FACILITIES	MUTUAL OPERATING	10 Administration	41 Grounds	42 Special Projects	44 Community Services	50 Janitorial	52 After Hours	53 Electrical Maint	54 Plumbing Maint	55 Building Maint	56 HVAC	57 Appliance Maint	100 Salary Adjustment		TOTAL MUTUAL OPERATING	TOTAL EXPENSES	INCOME/DEFICIT	
	7100	100	7100	7100	7100	7100	7100	7100	7100	7100	7100	7100			2600	2600	2600	2600	2600	2600	2600	2009	2600	2600	2600	2600					
VARIANCE	(53)	5113	(818)	(102)	285	09	(1)	0	0	0	0	657	(462)		(244)	0	(520)	(368)	0	(253)	(297)	260	816	(222)	371	231	1	(699)	(23,618)	(16,889)	
MONTHLY BUDGET	13,020	1,115	4,971	561	953	208	27	309	3,942	865	1,392	657	45,502		5,773	5,039	0	189	4,250	118	0	0	0	0	0	231		15,600	112,472	(635)	
CURRENT PERIOD ACTUAL	13,073	1,002	5,789	899	899	148	28	309	3,942	865	1,392	0	45,964		6,017	5,039	520	557	4,250	371	297	(260)	(816)	557	(371)	0		16,159	136,090	(17,524)	

MUTUAL 19B CASH INVESTMENTS November 30, 2022

	NOTITUTION	YIELD RATE	PAR	MATURITY DATE	REPLACEMENT RESERVE	MAINTENANCE RESERVE	INS DEDUCTIBLE RESERVE	ОТНЕВ	TOTAL
UNALLOC	UNALLOCATED FUNDS:								
	BANK OF AMERICA							163,542.07	163,542.07
ALLOCAT	ALLOCATED FUNDS:								
	MONEY MARKETS JOHN MARSHALL BANK PACIFIC NATIONAL BANK	0.45% 1.51%			844.05 54,146.06	51,292.74 172,468.95	835.01 14,170.83		52,971.80 240,785.84
	CERTIFICATES OF DEPOSIT								
100034	SANDY SPRING BANK FORBRIGHT BANK	2.13%	53,210.81	02/10/2023	56,413.69				56,413.69
100038	GATEWAY FIRST BANK CAPITAL BANK	0.35%	151,284.98	10/05/2023	151,284.98				151,284.98
100040	CAPITAL BANK PARAMOUNT BANK PRESIDENTIAL BANK	0.75% 0.60%	165,177.88 150,000.00	01/21/2023	167,963.41				167,963.41 150,000.00
100045	CATHAY BANK FIRST INTERNET BANK	0.45% 0.80%	150,000.00 150,000.00	09/16/2024 11/14/2024	150,000.00 154,728.44				150,000.00 154,728.44
	T-NOTES								
100047 100048 100049	3 Year T-Note 3 Year T-Note 3 Year T-Note	2.875% 3.125% 4.250%	109,000 158,000 95,000	6/15/2025 8/15/2025 10/15/2025	108,838.34 157,654.63 94,842.06				108,838.34 157,654.63 94,842.06
	DUE TO FROM:				115,868.70	(794.02)		(115,074.68)	
TOTAL					1,703,488.63	222,967.67	15,005.84	48,467.39	1,989,929.53

***T-Note #50 Purchase 11/15/2022 at a rate of 4.5% in the amount of \$108,682.71 to be recorded in December





Community Report

Community Financials

Year to date: Net Revenue over Expenses is unfavorable to budget by \$286,720

Income: 375,063 Unfavorable to budget Expenses: 88,343 Favorable to budget Net Income: 286,720 Unfavorable to budget

Summary for Month of October: Net Revenue over Expenses is unfavorable to budget by \$9,831

Income: 36,640 Unfavorable to budget Expenses- Salary/ Benefits: 22,260 Favorable to budget Expense-Overhead: 4,549 Favorable to budget Net Income: 9,831 Unfavorable to budget

Net Revenue over Expenses is unfavorable by about \$287k year to date, a slight increase of about \$9,800 over September. Management has been focused on cost containment efforts, as demonstrated in expenses coming in below budget. Budget favorability is increasing within Administration, Community Services, and Golf. The unfavorable budget variance has decreased for Recreation Operations, due primarily to the clubhouse and communications.

Revenue across all departments is unfavorable to budget by about \$375k, of which the PPD revenue decline is about \$348k. The PPD revenue decline has increased by about \$45k from September.

Expenses are favorable by about \$88k. Management continues to be focused on cost containment efforts, as demonstrated by October's results. However, these efforts are stymied by certain expenses that can't be reduced over budget. Utilities continue to be unfavorable to budget by about \$80k. Had utilities come in at budget, the expenses would have been favorable by \$168k, and the overall deficit would have been \$207k.

Management has shared that the revenue decline is due mainly to how labor was treated for capital projects. The current procedure is to create revenue for all labor used for capital projects. The assumption of the % of staff time for capital projects has been over-inflated, and management is using actual time for the allocation. In 2023, we will not be creating a revenue entry for these types of situations.

Property Transfers

	<u>Current</u>	Month	Year-	to-Date
	2021	2022	2021	2022
Total property transfer for October:	33	29	376	379
Total transfer contributions:	\$151,406	\$221,607	\$1,697,160	\$2,671,059

Current Staff Priorities

New Property Management/ Accounting Software – We have selected CINC software for our property management and accounting needs.

The General Manager is looking for volunteers that have experience in grant writing for various projects in the community.

M&O Agreements are being finalized with the Mutuals.

Gate Access

A schedule has been made for RFID installations to be completed by the end of the year.

Gleneagles Drive Culvert – Stormwater Management – O'Connell and Lawrence Civil Engineer (O'C&L)

Precast concrete shop drawings and submittal preparation are in process with box culvert fabrication to begin once approved by O'Connell & Lawrence. County sediment control construction permits are in review with DPS and permit release dependent on construction sequencing modification. Full roadway closure is expected once excavation begins and will continue until surface pavement is completed.

Project Status Update

Admin Building -

The M-NCPPC (Maryland National Capital Parks and Planning Commission) had a public hearing on Thursday, November 10^{th} at the County's Wheaton headquarters. LWMC's project #82017012B was approved by the commission.

https://eplans.montgomeryplanning.org/daiclinks/pdoxlinks.aspx?apno=82017012B&projname=Leisure%20World%20Admin%20Building

Construction/design documents remain in review for building permit approval with Montgomery County. Warfel Construction subcontractor bids and project total cost will be presented to LWMC for acceptance in late November. The Owner / Contractor contract, expected to be signed in December, will occur ahead of year-end construction cost increases. The construction will start in March 2023 with contractor site prep and mobilization to occur in February.

HR Corner - New Hires in September

- o Irby, Eric A. Assistant Building Engineer (Mutual 17A Fairways South)
- o Lewis, Antwan J. Special Police Officer (Security)
- o Bodrick, Barbara Sintrell Gate Guard (Security)
- o Colvin, Tayla N. Gate Guard (Security)
- Gendlemen, Jill M. Receptionist (Lifestyle)