REGULAR MEETING – BOARD OF DIRECTORS



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

WEDNESDAY, May 25, 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

1.	Call to Order (Benefiel, Dunn, Gervais, Mastrorocco, Goldsborough, Lewis, Barr)	Page No
2.	Approval of the Agenda	
3.	Community Report-(Attachment)	1-2
4.	Approval of Minutes – April 27, 2022, Board Meeting Minutes (Attachment)	3-7
	Approval of the Organizational Annual meeting Minutes for May 5, 2022 –(Attachment)	8-9
5.	Unit Owners and Residents Open Forum	
6.	Treasurer's Report-(Attachment)	10
	a. Invoice Approval (Attachment)	11-26
	b. CD renewal proposal	
7.	Unfinished Business –	
	 a. Building 91 updates, including Comcast, Schindler, more b. Building 93 rat infestation update – Infestation Control Inc c. Bylaws Update d. Minkoff Company Inc- Estimate/proposal for right side soffit on Bldg. 91 –(Attach e. Proposal- PPD (Install Anti-Slip Visual Cue Tape at Stair Treads) (Attachment) f. Rescind resolution #137. The Minkoff invoice that the Board approved on 4/2 have gone to Claudia Snider for an open insurance claim for this damage g. 89-3A – update on mold remediation and restoration project h. Ratify AWM Res # 148-McFall and Berry proposal #3538 – (attachment) 	28
8.	New Business –	
	1. Morgan Stanley- (Attachment)	30
	 Proposal- DL Carpentry LLC, Dated: 5/23/2022-(Attachment) Resales policy for Bldg. 91 owners planning to sell-(Attachment) 	31 32
9.	Correspondence-	
10.	Leisure World Board of Directors and Advisory Committee Reports-	
11.	Building Representatives-	
12.	Monthly Meeting Date – Wednesday, June 29, 2022 – 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 MEETING – 1:00 P.M.
WEDNESDAY, APRIL 27, 2022

Res. 136-147

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, April 27, 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:

Bob Kimble, General Manager, Danesca Pineda, Mutual Assistant, Susan

Montgomery (Social Worker- Via Zoom)

Visitors:

In Sullivan room: Charles Middleton; Maureen McCleary; Jane Gervais;

Pat Ritter; George Samara; Laura Rittenberg

Via Zoom: Jonathan Lovell (auditor from Gross Mendelsohn); Suzanne Nabliba; Janet Sydor; Dennis Hawkins; Lynne Margolies; Janet Lazar, Steve Gross (Minkoff President, via zoom) Melissa Lindsey (Minkoff, via zoom); Beth Urban; AH; Brenda Callejas (accounting); (3 residents with no name

labels).

- 1. <u>Call to Order</u> Mr. Benefiel called the meeting to order at 1:00 p.m.
- 2. <u>Approval of the Agenda</u> The agenda is approved, as presented.
- 3. <u>Community Report</u> Mr. Kimble presented the April 2022 Community Report and informed all about the Company Picnic May 12 starting at 12 noon in front of the Clubhouse 1. Mr. Kimble also talked about the Juneteenth celebration on June 19.
- 4. Audit Review-Accounting Dept. Jonathan Lovell from Gross Mendelsohn and Brenda Callejas from accounting.

Upon motion duly made, the Board agreed,

To approve the draft audit report presented by Jonathan Lovell from Gross Mendelsohn and Brenda Callejas from accounting.

Resolution # 136, 4/27/2022

- 5. <u>Approval of March 30, 2022, Regular Board Meeting Minutes</u> The March 30, 2022, regular Board meeting minutes were approved as presented.
- 6. <u>Unit Owner's and Resident's Open Forum</u> –
 * Ms. Maureen McCleary provided handouts/minutes about the meeting that took place April 24, 2022, about the elevator replacement in building 90.
- 7. <u>Treasurer's Report</u> Mr. Gervais presented the treasurer's report as distributed for the Board's review.

The Board approved the treasurer's report as presented.

a. **INVOICES**:

- Upon motion duly made, the Board agreed,

To approve payment of the following invoices:

INVOICE AMOUNT:	VENDOR INVOICE # DESCRIPTION
\$1,189.25	Minkoff Company Invoice #/Tax ID 53-0228822- Emergency services for water damage, job n#18910-01 at 15211 Elkridge Way B.94, Unit 2J Services date 3/27/2022. Resolution # 137, 4/27/2022
\$2,352.00	McFall and Berry Invoice # 214809 – I21503 AA- Early Spring Round 1, provide applications of Preem. Dated: 3/31/2022 Resolution # 138, 4/27/2022
\$1,410.00	Gross Mendelsohn Invoice #394115 - Final billing in connection with the audit of the financial statement and related tax return preparation for the year ended December 31, 2021. Dated: 4/27/2022 Resolution # 139, 4/27/2022

a. CD Resolution:

Upon motion duly made, the Board agreed,

To authorize the Leisure World Accounting Staff to invest the entire proceeds of the Gateway First Bank CD that matures on May 20, 2022, plus any interest earned at the best available rate for 36 months.

Resolution # 140, 4/27/2022

8. - Unfinished Business -

a. 2:00 p.m. Minkoff Updates for restoration of Bldg. #91 (15210 Elkridge Way)- Mr. Steve Gross (Minkoff's President); Ms. Melissa Lindsey provided and update on the progress of the restoration of building 15201 Elkridge Way. Mr. Benefiel, Mutual 19B announced that this will be the last meeting about 15210 Elkridge Way (building 91). Moving forward residents will contact Ms. Lindsey directly.

Upon motion duly made, the Board agreed,

To authorize Minkoff Company to work on carpet installation any time of the day or night.

Resolution # 141, 4/27/2022

- b. <u>Building 93 rat infestation update:</u> No updates currently.
- c. Bylaws Updates

Upon motion duly made, the Board agreed,

To authorize Mr. John Gervais our Treasurer to start the process of the bylaws updates.

Resolution # 142, 4/27/2022

- 9. New Business
 - a. ABM- Flores:

Upon motion duly made, the Board agreed,

To approve the ABM submitted by Flores at 15211 Elkridge Way Unit 1B to renovate the kitchen and the bathrooms.

Resolution # 143, 4/27/2022

b. ABM-Pollack:

Upon motion duly made, the Board agreed,

To approve the ABM submitted by Pollack at 15301 Beaverbrook Ct. Way Unit 3D for electrical, plumbing and cabinetry remodeling throughout the unit.

Resolution # 144, 4/27/2022

c. ABM-Pollack:

Upon motion duly made, the Board agreed,

To approve the ABM submitted by Pollack at 15301 Beaverbrook Ct. Way Unit 3D for windows /patio door.

Resolution # 145, 4/27/2022

- d. 15310 Beaverbrook Ct. Unit 1-C-pipe trouble: R.V. Carey's was contacted by Mutual assistant per president request, they will be coming to the resident unit on Friday April 29, 2022, to fix the problem.
- e. Minkoff Company Inc. Estimate/Proposal-(attachment)

Upon motion duly made, the Board agreed,

To approve Minkoff Company Inc. estimate/proposal CA18932 dated April 21, 2022 for restoration/service/remodel in the amount of \$2,999.00 at 15310 Beaverbrook Ct. Unit 3A.

Resolution # 146, 4/27/2022

Upon motion duly made, the Board agreed,

To approve Minkoff Company Inc./ ESI Environmental Solutions, Inc. for inspections and testing performed at 15310 Beaverbrook Ct.

Resolution # 147, 4/27/2022

- PPD Proposal (install Anti-slip visual cue tape at stair treads)- Pending for next board meeting in May.
- 10. <u>Correspondence</u>- none currently.

11. <u>Leisure World Board of Directors and Advisory Committee Report-</u> Mr. Dunn provided an update on the authorization for an "emergency disaster relief" source of funding to allow any of our 29 Mutuals to apply for financial assistance due to a fire or other disaster.

12. <u>Building Representatives</u>:

- -Ms. Goldsborough informed that E and R is reducing the shower room.
- -Mr. Lewis suggested for the Mutual president and vice president to visit building 89 to motivate residents to come to the board meetings.
- -Ms. Gervais informed that all mulching is done, and a new proposal is coming about a 5-year plan.
- 13. Monthly Meeting Date: Wednesday May 25, 2022, at 1:00pm
- 14. Adjournment 4:17p.m.

Rita M. Mastrorocco, Secretary

Mutual 19B - May 25, 2022 - Regular Monthly Meeting (Hybrid)

Treasurer's Report

Balance Forward - 4/1/22 Total Receipts - April Total Disbursements - April	\$ 38,426 298,527 (298,762	.93
Balance - 4/30/22	\$ 38,192	.52
Net Operating Expenses		
Year To Date - 4/30/22	\$ 4,889	Under Budget
Month of April - 2022	\$ 6,699	Under Budget
Cash Investments	4/30/22	1/1/22
Replacement Reserve	\$1,754,828.82	\$1,841,362
Maintenance Reserve	233,646.34	226,827
Insurance Deductible Reserve	31,179.10	27,795
Other	64,804.34	67,192
Total	\$2,084,458.60	\$2,163,176

Delinquent Report (as of May 16, 2022)

- -12 accounts (not from Bldg. #91) have charges of \$5,731.90.
- \$1,775.90 of the \$5,731.90 are for two insurance claims.
- \$3,260.00 of the \$5,731.90 are current charges from 9 accounts.
- \$696 left, \$618 from 4 > 30 days, \$16 from 2 > 60, \$62 from 2 > 90)
- -There are 9 accounts from Bldg. #91 totaling \$62,765.00.
- -Harrop (#89) account up to date Last amount due was \$8,964.00 from 10/1/19, DOD 9/21/21
- -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 = \$69,923.30

Reserve Expenditures -	YTD 4/30/22	To Reserves YTD 4/30/22
Replacement Reserve	\$ 138,235	
Maintenance Reserve	16,265	
Insurance/Legal	0	
Total	\$ 154,500	\$78,293

05/13/2022 8:33 AM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement

04/30/2022

3701 Rossmoor Blvd. Silver Spring MD 20906

1,332 (2,676)(8,146) 5,412 (1.179)(44) (300) 132 1,920 8,314 (857) 899 444 562 4,668 401 VARIANCE 3,466 (4,477)1,410 ,652 1,995 164 390 132 154,500 153,880 (2,676) 61,910 NTD 5,412 60,046 7,428 13,530 444 1,000 1,000 1,332 1,320 1,920 4,668 30,084 1,888 4,250 1,100 3,732 832 748 73,816 447,348 668 519,276 ACTUAL 3,349 438 1,179 748 21,770 13,755 70,056 2,840 8,792 36,031 1,144 300 857 2,080 5,354 78,293) 601,228 58,051 54,500 519,276 390 TOTAL ADMINISTRATIVE EXPENSES ransfers From Funded Reserve TOTAL BUILDING EXPENSES ADMINISTRATIVE EXPENSES ransfers To Funded Reserves Common Ownership Fee Property Mgmt Services 10 F/A Inspections
18 Fire & Sec-General
02 Grounds Landscaping 06 General Maintenance 03 Elevator Inspections 05 Sprinkler Contract 06 Repair Sprinkler,F/A BUILDING EXPENSES 07 Fire Marshll, Permit 99 Electric Master 97 Electric Pr Yr MM 99 Water 01 Insurance Property 98 Electric Com Area 02 Elevator Overtime 02 Legal Lien Filings UTILITY EXPENSES 03 Insurance Fidelity 01 Elevator Contract 96 Electric Pr Yr CA 01 Legal Consulting TOTAL INCOME nterest Income Pest Control Telephone Interpreter Assessments ate Fees Audit NCOME 6119 6301 6301 6303 6118 6119 6202 6204 6204 6204 6209 6214 6301 6115 6118 6120 6138 6211 6301 5110 5114 5200 5800 6211 6211 6211 6211 126 (669) 312 1,353 (1,079)3 2,026 111 250 333 250 33 480 2,547 1,416 208 VARIANCE 833 105 87,234 ,167 87,092 (699)10,570 1,353 9,108 2,310 1,416 275 933 208 15,365 2,686 1,857 111 250 333 250 250 480 1,167 167 187 MONTHLY 129,819 472 (18,454)12,445 BUDGET 111,837 CURRENT PERIOD 00000000 10,258 8,851 129,819 12,445 520 13,339 4,974 1,305 (19,533) 1,857 286 2,931 187 ACTUAL 87,234 98,929

05/13/2022 8:33 AM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 04/30/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

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647 (319) 7100 40 PPD Management 4,445 2,588 1,619 0 7100 41 Grounds 7,426 7,444 1,861 (293) 7100 43 Trash 7,426 7,444 13,020 357 7100 58 TV 4,124 4,460 1,115 137 7100 60 Transportation 21,614 19,884 4,971 (438) 7100 65 Security 2,073 2,244 561 (79) 7100 80 Golf Course 4,327 3,812 963 (165) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 1,081 108 27 (1) 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	105	(15)	(120)	7100	30 Medical Center	1/7	(00)	(100)
1,619 0 7100 41 Grounds 1,861 (293) 7100 43 Trash 1,861 (293) 7100 43 Trash 13,020 357 7100 58 TV 1,115 137 7100 60 Transportation 4,124 4,460 4,971 (438) 7100 65 Security 21,614 19,884 561 (79) 7100 80 Golf Course 2,073 2,244 953 (165) 7100 81 Pro Shop 1,081 832 208 (11) 7100 85 Comm Call System 110 108 27 (1) 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	996	647	(319)	7100	40 PPD Management	4,445	2,588	(108,1)
1,861 (293) 7100 43 Trash 7,426 7,444 13,020 357 7100 58 TV 52,080 1,115 137 7100 60 Transportation 4,124 4,460 4,971 (438) 7100 65 Security 21,614 19,884 561 (79) 7100 65 Security 2,073 2,244 561 (79) 7100 80 Golf Course 4,327 3,812 208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 1,081 832 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	1,619	1,619	0	7100	41 Grounds	6,417	6,411	0 ;
13,020 357 7100 58 TV 1,115 137 7100 60 Transportation 4,124 4,460 1,115 137 7100 65 Security 21,614 19,884 561 (79) 7100 65 Security 2,073 2,244 561 (79) 7100 80 Golf Course 4,327 3,812 208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	2.154	1,861	(293)	7100	43 Trash	7,426	7,444	18
1,115 137 7100 60 Transportation 4,124 4,460 4,971 (438) 7100 65 Security 21,614 19,884 561 (79) 7100 70 Street Lights 2,073 2,244 953 (165) 7100 80 Golf Course 4,327 3,812 208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	12,663	13,020	357	7100	58 TV	50,975	52,080	1,105
4,971 (438) 7100 65 Security 21,614 19,884 561 (79) 7100 70 Street Lights 2,073 2,244 561 (79) 7100 80 Golf Course 4,327 3,812 208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	978	1,115	137	7100	60 Transportation	4,124	4,460	336
561 (79) 7100 70 Street Lights 2,073 2,244 953 (165) 7100 80 Golf Course 4,327 3,812 208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	5.409	4.971	(438)	7100	65 Security	21,614	19,884	(1,730)
953 (165) 7100 80 Golf Course 4,327 3,812 208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	640	561	(62)	7100	70 Street Lights	2,073	2,244	171
208 (11) 7100 81 Pro Shop 1,081 832 27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	1.118	953	(165)	7100	80 Golf Course	4,327	3,812	(515)
27 (1) 7100 85 Comm Call System 110 108 309 0 7100 90 Snow Reserve 1,232 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	219	208	(11)	7100	81 Pro Shop	1,081	832	(249)
309 0 7100 90 Snow Reserve 1,232 1,232 1,232 3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	28	27	(E)	7100	85 Comm Call System	110	108	(2)
3,942 0 7100 92 Prop Maint Rsv 15,764 15,764	309	309	0	7100	90 Snow Reserve	1,232	1,232	0
	3,942	3,942	0	7100	92 Prop Maint Rsv	15,764	15,764	0

05/13/2022 8:33 AM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 04/30/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

YTD YTD ACTUAL BUDGET VARIANCE	5,572 5,572 0 0 2,628 2,628	181,234 182,007 773	22,956 23,092 136 20,156 20,156 0		1,847 756 (1,09	472	154 0 (154)	(1,300) 0 1,30	0	0		0 924 92	63,407 62,400 (1,007)	CON 171 1ED 181
	95 Repl Rsv 98 Salary Adjustment	TOTAL COMMUNITY FACILITIES	MUTUAL OPERATING 10 Administration	42 Special Projects	44 Community Services	52 After Hours	53 Electrical Maint	54 Plumbing Maint	55 Building Maint	56 HVAC	57 Appliance Maint	100 Salary Adjustment	TOTAL MUTUAL OPERATING	State of the state
	7100		7600	7600	7600	7600	7600	7600	7600	2600	7600	2600		
VARIANCE	0	472	166	(269)	(349)	184	-	397	524	(391)	54	231	248	(80.304)
MONTHLY BUDGET	1,392	45,502	5,773	0,000	189	4,250	0	0	0	0	0	231	15,600	107 404
CURRENT PERIOD ACTUAL	1,392	45,030	5,607	699	538	4,250	(E)	(397)	(524)	391	(54)	0	15,352	187 888

MUTUAL 19B CASH INVESTMENTS April 30, 2022

	INSTITUTION	YIELD	PAR	MATURITY DATE	REPLACEMENT RESERVE	MAINTENANCE RESERVE	INS DEDUCTIBLE RESERVE	OTHER	TOTAL
UNALLOC	UNALLOCATED FUNDS:								
	BANK OF AMERICA							38,192.52	38,192.52
MONEY MARKET JOHN AXOS PACIF	ARKET JOHN MARSHALL BANK AXOS BANK PACIFIC NATIONAL BANK	0.50% 0.05% 0.55%						3.89 0.05 29,047.47	3.89 0.05 29,047.47
ALLOCATE	ALLOCATED FUNDS:								
	MONEY MARKETS JOHN MARSHALL BANK AXOS BANK PACIFIC NATIONAL BANK	0.50% 0.05% 0.55%			82,736.72 -1,043.06 30,019.73	59,745.29 5,879.16 168,207.51	4,327.18 5,975.19 20,872.73		146,809.19 10,811.29 219,099.97
	CERTIFICATES OF DEPOSIT								
100036 100037 100024 100033 100035 100038 100040 100044 100044	GATEWAY FIRST BANK BANK OZK FIRST INTERNET BANK FORBRIGHT BANK SANDY SPRING BANK FORBRIGHT BANK GATEWAY FIRST BANK CAPITAL BANK CAPITAL BANK PRESIDENTIAL BANK PRESIDENTIAL BANK CATHAY BANK FIRST INTERNET BANK	1.54% 0.99% 0.75% 0.35% 1.29% 1.00% 0.35% 0.45% 0.45%	105,926.82 155,357.73 95,000.00 105,668.10 53,210.81 127,308.17 111,070.54 151,284.98 100,000.00 165,177.88 150,000.00	05/20/2022 07/17/2022 09/18/2022 10/18/2023 02/10/2023 05/01/2023 10/05/2023 10/15/2023 09/12/2024 09/14/2024	109,099.87 158,075.47 95,000.00 109,016.17 55,715.21 127,308.17 112,932.31 151,284.98 100,000.00 167,333.60 150,000.00 154,728.44				109,099.87 158,075.47 95,000.00 109,016.17 55,715.21 127,308.17 112,932.31 151,284.98 100,000.00 167,333.60 150,000.00
	DUE TO FROM:				2,621.21	(185.62)	4.00	(2,439.59)	
TOTAL					1,754,828.82	233,646.34	31,179.10	64,804.34	2,084,458.60





Community Report

Community Financials

For the period ending April 30, 2022, net operating expenses were \$6,157.00 over budget.

Year to date, net operating expenses were \$4,596.00 over budget.

Property Transfers

In the month of March were 46 property transfers, which totaled \$352,509.00 in transfer fees.

Gate Access

All residential data has been imported into the new software system/database we will be using.

The beta group has been contacted to begin the process of issuing RFIDs.

Trust Replacement Reserve Study

DMA's draft data report has been reviewed by PPD facility management staff. An updated draft report with annual reserve funding charts is expected to be in hand by the LWCC Board meeting on 5/31/22.

Civil Engineering Services Contract Report

O'Connell & Lawrence, civil engineers, completed additional survey work to include in the expanded floodplain analysis. Once completed the culvert size and design can be determined for cost estimating and contractor bidding. The use of a single precast concrete box culvert is being considered thus eliminating the involvement of the Army Corp of Engineers for approvals. Application for permits to the Maryland Department of the Environment is in process, once the LOD (limits of disturbance) is finalized and the forest conservation requirement is defined for County approval.

Project Status Updates

Clubhouse 1 Project -

Warfel Construction has been dealing with DPS inspection approvals that require additional field reviews on the interior rough-in work before surface finishes can be installed causing progress delays. Circular drive curb and gutter placement and final grading are complete allowing the circular drive concrete flatwork to be poured as weather allows for a continuous installed event. Substantial completion is projected to occur at the end of May, weather dependent, and final occupancy in June.

Admin Building - Construction Cost Update

A minor amendment application has been reviewed by MNCPPC (Maryland National Capital Parks and Planning Commission) that is tentatively scheduled for a public hearing in late July before the August recess. Site signage Building size reduction and site modification construction documents are being prepared by RLPS Architects that reduced the lower-level floor area and moved staff to the upper level where vacant tenant space previously existed. Stantec is revising site development design documents and SWM systems for the Montgomery County permit review.

LW Globe - Repair and Painting

The repair and painting cost is approximately \$44,000. OSHA safety adherence was a primary concern in our contractor selection process due to project visibility from Georgia Avenue. Prep and repair work to occur before painting begins. Swatch sample to be painted to review approved color selection on the Globe surface.

Juneteenth Celebration

Please plan to attend the first LW Juneteenth Celebration on Sunday, June 19th starting at 5:00 pm and fireworks to begin around 9:30. For registration information and updates contact Clubhouse 1 or 2.

HR Corner:

There were six new hires in April.

Current Vacant Positions:

HVAC Forman, (PPD)

Vehicle Mechanic (PPD)

Assistant Property Manager -

(20B)

Assistant Property Manager -

(Fairways South)

Administrative Assistant-

(Fairways South)

Assistant Building Engineer-

(Vantage Point East)

Golf Course Technician-

(Golf-2 positions)

Evening Maintenance Technician -

(PPD/ Maintenance - Evening)

Special Maintenance Technician-

(PPD/ Special Projects)

Vehicle Mechanic - (PPD)

Registration Coordinator – (Resales)

Clubhouse Operations Assistant

Property Manager (Creekside)

Appliance Mechanic

Gate Guard