

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

WEDNESDAY, June 29, 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 – May 25, 2022, Board Meeting Minutes (Attachment)3-6
5.	Unit Owners and Residents Open Forum
6.	Treasurer's Report-(Attachment)7
	a. CD Activity Resolution-(Attachment)8
	b. Invoice Approval (Attachment)9-20
7.	Unfinished Business –
8.	 a. Building 91 updates, including Comcast, Schindler, more b. Building 93 rat infestation update – Infestation Control Inc c. Bylaws Update d. Resolution to pay LWMC for Ins. Claim e. Preparing for the September "Elevator Modernization" in Building 90 New Business –
	a. ABM-Gale (Attachment)21-29 b. ABM-Griffin (Attachement)30-31
	 c. Parking sign for Visitors: States for residents of M19B Only- Ms. Goldsborough d. Resident on back of building 88 (wooded area) c/o clogged gutters- Ms. Goldsborough e. Ratify: Action Without Meeting Resolution #13-(attachment)32 f. Proposals: McFall and Berry-#4390, #4508, #4546, #4547 ᇄ, #4558
9.	(attachment)33-38 Correspondence-
	a. Letter-Nguyen-request for 15311 Beaverbrook Ct #90-2C(Attachment)39
	b. Letter- George and Ginger Samara (Attachment)40

- 10. Leisure World Board of Directors and Advisory Committee Reports-
- 11. Building Representatives-
- 12. Monthly Meeting Date Wednesday, July 27, 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/SULLIVAN ROOM – 1:00 P.M. WEDNESDAY MAY 25, 2022

Res. #7-12

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, May 25, 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

(via Zoom); John Barr, Director (via zoom)

Directors Absent:

None

Management:

Bob Kimble, General Manager, Danesca Pineda, Mutual Assistant

Visitors:

In Sullivan room: Charles Middleton; Jane Gervais; Virginia Austin

Via Zoom: Lynne Margolies; Steve Gross (Minkoff President) Melissa Lindsey (Minkoff); Joann Grant; Pat Ritter; A Hawthorne; Barbara

Feldman; Nancye Shipe; Matthew

- 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.
- Community Report Mr. Kimble presented the May 2022 Community Report and addressed some concerns expressed from residents from building 91 about move in dates, Comcast services and fees, and inspections.
- Approval of April 27, 2022, Regular Board Meeting Minutes The April 27, 2022, regular Board meeting minutes were approved as presented.

<u>Approval of the Organizational Annual Meeting Minutes of May 5, 2022-</u> The Organizational Annual Meeting Minutes were approved as presented.

5. <u>Unit Owner's and Resident's Open Forum</u> –

- * Mr. Middletown expressed gratitude to Mutual 19B Board for the effort the board is doing to accelerate the move in process for residents in building 91.
- * Ms. Margolies expressed gratitude to the Mutual Assistant for extremely helpful services whenever she calls and needs things to be fixed or checked by PPD.
- * Ms. Austin expressed on behalf of building 91 owners and residents continuing costs, inconvenience, and trouble caused by failed inspections and postponed dates for moving back into the building.
- * Ms. Shipe also expressed feelings of frustration and pain on behalf of her sister, Kathy Schap, who planned to move back into her first-floor home in mid-May.
- 6. <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
\$1,082.50	Infestation Control Invoice # 86365/ 86497/ 86275/ 86274/ 83540/ 84475/86636/86405/86406 For treat rodents, follow up services, and monthly services. As of May 13, 2022. Resolution #7, 5/25/2022
\$1,189.25	Insurance Claim: Request reimbursement from unit owner of 15211 Elkridge Way Unit 94-3J. date of occurrence 3/25/2022. Dishwasher leak into unit 2J and 3J, Minkoff invoice #18910-01 emergency clean up and repair Dated: 4/8/2022 Resolution #8, 5/25/2022

b. CD renewal proposal (Morgan Stanley brokered certificate of deposit rates):

Upon motion duly made, the Board agreed,

To authorize the Leisure World Accounting Staff to rescind resolution #140 dated 4/27/2022 and to open Treasury Direct Account for Mutual 19B and purchase T bills with matured Gateway First Bank funds for 3 years.

Resolution #9, 5/25/2022

7. -Unfinished Business -

- a. <u>Minkoff Updates for restoration of Bldg. #91 (15210 Elkridge Way)-</u> Mr. Steve Gross (Minkoff's President); Ms. Melissa Lindsey provided an update on the progress of the restoration of building 91 at 15210 Elkridge Way. Ms. Lindsey said that this Friday May 27, 2022, is the next building inspection. The elevator failed inspection by the Maryland DLLR.
- b. <u>Building 93 rat infestation update:</u> No updates currently.
- c. <u>Bylaws Updates-</u> No updates currently.
- d. Minkoff Company Inc. Estimate/proposal for right side soffit on Building 91. Upon motion duly made, the majority (4: Jack Dunn, Rita Mastrorocco, Regina Goldsborough, Clayton Lewis) of the board members agreed, To approve Minkoff Company, Inc., proposal dated 5/10/2022, in the amount of \$27,778.14 for siding/soffit/gutter/trims (right side) CO3 and the scope of work described in the contract.

Resolution #10, 5/25/2022

e. Proposal-PPD (install Anti-Slip Visual Cue Tape at Stair Treat).
 Upon motion duly made, the Board agreed,

To approve LWMC proposal dated 3/9/2022 in the amount of \$822.00 price per building to install anti-slip visual cue tape at stair treads in all 7 buildings.

Resolution #11, 5/25/2022

- f. Rescind resolution #137. The Minkoff invoice that the board approved on 4/27/2022 should have gone to Claudia Snider for an open insurance claim for this damage. A reimbursement request from the unit owner of 15211 Elkridge Way unit #94-3J was approved by the Board.
- g. 89-3A- Mike Benefiel provided an update on the mold remediation and ceiling restoration project in Building 89, Unit 3A.

Upon motion duly made, the Board agreed,

To approve DL Carpentry LLC proposal dated 5/23/2022 in the amount of \$1000.00 to install insulation R38 on the ceiling, install drywall, work with the popcorn ceiling to make it the same as the rest and paint it at 15310 Beaverbrook Ct. Unit 3A.

Resolution #12, 5/25/2022

Ratify AWM Resolution #148-McFall and Berry proposal #3538.
 Upon motion duly made, the Board agreed,

To ratify the Action Without Meeting to authorize McFall and Berry proposal #3538 dated 4/28/2022 in the amount of \$1,383.83 for April 2022 site enhancements (all work to be done is listed for building 88,89,90,92, and 93 in the documents attached.

Resolution #148, 5/3/2022

8. New Business -

- a. Resales policy for building 91 owners planning to sell Mr. Benefiel will write a proposal and get input from Mr. Kimble to send to the LW resales department about resales of all Mutual 19B properties in all seven buildings, not just for building 91.
- 9. <u>Correspondence</u>- none currently.
- 10. <u>Leisure World Board of Directors and Advisory Committee Report-</u> no updates currently.
- 11. <u>Building Representatives</u>: Ms. Jane Gervais provided a landscape review from May 25, 2022, attached.
- 12. Monthly Meeting Date: Wednesday June 29, 2022, at 1:00pm
- 13. Adjournment 3:31p.m.

Rita	M.	Mastrorocco,	Secretary
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	

Mutual 19B - June 29, 2022 - Regular Monthly Meeting (Hybrid)

Treasurer's Report

Balance Forward - 5/1/22 Total Receipts - May Total Disbursements - May Void Check Balance - 5/31/22	\$ 38,192 247,896 (136,578 1,200 \$ 150,711	.67 .17) <u>.00</u>
Net Operating Expenses Year To Date - 5/31/22 Month of May - 2022	\$ 8,310 \$ 3,421	Under Budget Under Budget
Cash Investments Replacement Reserve Maintenance Reserve Insurance Deductible Reserve Other Total	5 <u>/31/22</u> \$1,767,755.57 238,701.66 32,023.22 57,693.89 \$2,096,174.34	1/1/22 \$1,841,362 226,827 27,795 67,192 \$2,163,176

Delinquent Report (as of June 16, 2022)

- -13 accounts (not from Bldg. #91) have charges of \$5,289.90.
- \$1,775.90 of the \$5,289.90 are for two insurance claims.
- \$3,421.00 of the \$5,289.90 are current charges from 9 accounts.
- \$93 left, \$60 from 4 > 30 days, \$30 from 2 > 60, \$3 from 1 > 90)
- -There are 8 accounts from Bldg. #91 totaling \$57,186.00.
- -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 = \$63,902.30

Reserve Expenditures -	YTD 5/31/22	To Reserves YTD 5/31/22
Replacement Reserve	\$ 138,235	
Maintenance Reserve	16,968	
Insurance/Legal	0	
Total	\$ 155,203	\$97,822

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M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 05/31/2022

3701 Rossmoor Blvd. Silver Spring MD 20906

ACTUAL	BUDGET	VARIANCE	0.00	de la	ACTUAL	BUDGET	VARIANCE
				INCOME			
129,819	129,819	0	5110	Assessments	649,095	2360	0 000 1
1,298	472	826	2111	Interest income	0,032	2,300	480
90	00	200	4110	Tanashar Esam Eundad Dagana	155 203	00	155 203
507	0 :	507	2500	I dissels rioli ruined neselve	027,007	1020 001	(5,553)
(19,530)	(18,454)	(1,0/6)	2800	Iransfers 10 Funded Reserves	(37,07)	(92,210)	(300,0)
112,380	111,837	543		TOTAL INCOME	713,608	559,185	154,423
				STRINGS			
00	00	•	6113	Common Outgoing Foo	438	440	6
00 ,	00	- 10	2112	Solution Control of the Control of t	4 250	4 250	
1,410	0	(1,410)	6115	Audit	002,4	2007,4	
12,445	12,445	0	6118	01 Insurance Property	627,20	677,20	(55)
286	275	(11)	6118	03 Insurance Fidelity	1,430	0/0'1	(66)
0	0	0	6119	01 Legal Consulting	300	0	(300)
0	0	0	6119	02 Legal Lien Filings	158	0	(708)
520	933	413	6120	Property Mgmt Services	2,600	4,665	2,065
210	0	(210)	6125	Miscellaneous	210	0	(210)
	208	208	6138	Intermeter	200	1.040	340
	007	004	200				
14,959	13,949	(1,010)		TOTAL ADMINISTRATIVE EXPENSES	73,010	73,995	985
				BUILDING EXPENSES			
2.931	2.686	(242)	6202	06 General Maintenance	11,723	13,430	1,707
1.857	1.857	0	6204	01 Elevator Contract	9,121	9,285	164
0	167	167	6204	02 Elevator Overtime	0	835	835
0	111	111	6204	03 Elevator Inspections	0	555	555
1 083	250	(833)	6209	Pest Control	4.432	1,250	(3,182)
000,	333	333	6211	05 Sprinkler Contract	0	1,665	1.665
	000	250	6211	Of Donair Sprinkler E/A	438	1 250	812
0 0	007	007	0211	Od Nepall Opining, The		165	185
0	33	33	1170	of Fire Marshii, Permit		000	200
0	480	480	6211	10 F/A Inspections	0	2,400	2,400
0	0	0	6211	18 Fire & Sec-General	1,179	0	(1,179)
3,768	1,167	(2,601)	6214	02 Grounds Landscaping	3,768	5,835	2,067
187	187	0	6224	Telephone	935	935	0
					4		
9,825	7,521	(2,304)		TOTAL BUILDING EXPENSES	31,595	37,605	6,010
	100			UTILITY EXPENSES	4	0.00	0.50
1,867	2,310	443	6301	98 Electric Com Area	729,61	(3,345)	(3 345)
0 22 0	(699)	(666)	6301	90 Electric PT 11 CA	78 87	72,543)	(6,242)
8,552	0/6,01	2,018	0301	99 Electric Master	100,01	72,400	(0, 121)
	4 252	1 252	6201	OT ELECTRIC Dr Vr MAM		6 765	6.765

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M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 05/31/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

25,708 6,575 6303 25,708 6,575 6401 667 167 6401 667 0 6403 834 167 6403 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 0 6900 0 0 0 0 0 6900 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0				
25,708 6,575 167 6401 667 0 6403 834 167 6401 834 167 6403 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 0 6900 0 0 0 0 6900 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	99 Water	44,745	48,576	3,831
167 167 6401 834 167 6403 834 167 6403 834 167 6403 900 0 0 0 0 0 0 0 0 0 0 0	TOTAL UTILITY EXPENSES	138,975	140,316	1,341
834 167 48,012 3,429 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 6900 0 0 0 0 6900 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	OTHER EXPENSES 01 Activities Bad Debt	3,333	835	835
48,012 3,429 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 10 0 6900 0 0 6900 10 0 6900 10 0 6900 10 0 6900 10 0 6900 10 0 6900 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 0 10 10 10 10 10 10	TOTAL OTHER EXPENSES	3,333	4,170	837
0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 1,200 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 6900 0 0 7100 2,587 (247) 7100 2,407 (333) 7100 1,619 (158) 7100 1,619 (159) 7100 1,861 (15) (194) 7100 1,861 (15) (194) 7100 1,861 (15) (194) 7100 1,861 (15) (194) 7100 1,115 (761) 7100	TOTAL OPERATING EXPENSES	246,913	256,086	9,173
0 0 6900 0 0 6900 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	RESERVE EXPENSES		•	200 000
8,211 (247) 7100 (240) 7100 (250) 7100 (250) 7100 (250) 7100 (241) 7100 (241) 7100 (15) 647 (15) 7100 (15)	06 RR Elevator 15 RR Roofs	73.922	00	(73,922)
0 (332) 6900 0 (830) 6900 0 (1,200 6900 0 (409) 6900 0 (409) 6900 0 (409) 6900 0 (703) 0 (703) 2,587 (247) 7100 2,587 (247) 7100 197 (24) 7100 (15) 690 (15) 7100 (15) (159) 7100 1,619 0 7100 1,861 (8) 7100 1,115 (761) 7100 4,971 (761) 7100	RR Reserve Study	2,400	0	(2,400)
0 0 6900 0 1,200 6900 0 0 0 6900 0 0 6900 0 (409) 6900 0 (703) 0 (703) 8,211 126 7100 2,587 (247) 7100 2,407 (393) 7100 197 (24) 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 1,115 (761) 7100 4,971 (761) 7100	03 MR Electrical	2,345	0	(2,345)
0 (830) 6900 0 (1,200 6900 0 (409) 6900 0 (409) 6900 0 (333) 6900 2,587 (247) 7100 2,407 (393) 7100 (15) (158) 7100 (15) (194) 7100 1,619 (194) 7100 1,861 (8) 7100 1,3020 646 7100 1,115 (761) 7100	05 MR Plumbing	102	0 0	(102)
0 1,200 6900 0 (409) 6900 0 (333) 6900 2,587 (247) 7100 2,407 (393) 7100 (15) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 1,115 (761) 7100 4,971 (761)	MR HVAC	830		1 200
8,211 (409) 6900 2,587 (247) 7100 2,407 (393) 7100 (15) 59 7100 (15) 640 7100 1,619 0 7100 1,861 (8) 7100 1,115 (761) 7100 4,971 (761) 7100	MR Gutters MP Other	(007'1)	00	(90)
8,211 126 7100 2,587 (247) 7100 2,407 (393) 7100 (32) (158) 7100 197 (24) 7100 (15) (24) 7100 647 (194) 7100 1,619 (8) 7100 1,115 (761) 7100 4,971 (761)	12 MR Building Maint	2,876	0	(2,876)
8,211 126 7100 2,587 (247) 7100 2,407 (393) 7100 197 (24) 7100 (15) 59 7100 647 (194) 7100 1,619 (8) 7100 1,3020 646 7100 1,115 (761) 7100	MR Dryer Vents	11,926	0	(11,926)
8,211 126 7100 2,587 (247) 7100 2,407 (393) 7100 (32) (158) 7100 197 (24) 7100 (15) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 1,115 (761) 7100 4,971 (761)	TOTAL RESERVE EXPENSES	155,203	0	(155,203)
8,211 126 7100 2,587 (247) 7100 2,407 (393) 7100 197 (393) 7100 197 (24) 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	COMMUNITY FACILITIES			
2,587 (247) 7100 2,407 (393) 7100 (32) (158) 7100 197 (24) 7100 (45) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Administration	40,073	41,055	982
2,407 (393) 7100 (32) (158) 7100 197 (24) 7100 (45) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Education & Recreation	12,217	12,935	718
(32) (158) 7100 197 (24) 7100 (45) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Club House II	12,619	12,035	(584)
197 (24) 7100 (15) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	LW News	513	(160)	(6/3)
(15) 59 7100 647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Food Service	924	982	61
647 (194) 7100 1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Medical Center	196	(75)	(2/1
1,619 0 7100 1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	PPD Management	5,286	3,235	(2,051)
1,861 (8) 7100 13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Grounds	960'8	960'8	
13,020 646 7100 1,115 135 7100 4,971 (761) 7100	Trash	9,294	9,305	
1,115 135 7100 4,971 (761) 7100	7	63,349	65,100	1,751
4,971 (761) 7100	Transportation	5,104	5,575	471
44.1	Security	27,347	24,855	(2,492)
561 13 7100	Street Lights	2,620	2,805	185
953 307 7100	Golf Course	4,973	4,765	(208)
7100	81 Pro Shop	1,216	1,040	(1/6)

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M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 05/31/2022

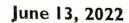
> 3701 Rossmoor Blvd. Silver Spring MD 20906

309 0 7100 90 Show Reserve 1,541 1,541 1,541 0 3,942 0 7100 92 Chop Maint Rsv 4,327 4,327 4,327 0 6,54 0 7100 95 Repl Rsv 6,964 5,964 3,285 6,57 7100 95 Repl Rsv 6,964 2,275 0 6,57 7100 95 Repl Rsv 6,964 2,275 0 45,502 232 TOTAL COMMUNITY FACILITIES 226,564 227,509 1,005 5,773 (29) 7600 40 Administration 22,195 227,509 1,005 1,89 (381) 7600 42 Special Projects 2,175 0 1,005 1,89 (380) 7600 44 Grounds 2,175 2,175 0 1,005 1,18 7600 44 Dumbing Maint 1,174 1,774 0 1,175 0 1,18 7600 55 Building Maint 1,784 0 1,155	MONTHLY BUDGET	VARIANCE			ACTUAL	YTD BUDGET	VARIANCE	
7100 92 Prop Maint Rsv 7100 92 Prop Maint Rsv 7100 93 Conig Rsv 6,994 6,964 6,964 7100 98 Salary Adjustment 6,994 6,994 6,964 7100 98 Salary Adjustment 7100 98 Salary Adjustment 7100 98 Salary Adjustment 7100 MUTUAL OPERATING 7600 10 Administration 7600 41 Grounds 7600 42 Special Projects 7600 42 Community Services 7600 44 Community Services 7600 52 Affer House 7600 52 Affer House 7600 54 Plumbing Maint 7600 55 Building Maint 7600 55 Building Maint 7600 56 HVAC 70 1,754 0 70 1,754 0 70 1,754 0 70 1,755 0 70 1,75		0	7100	90 Snow Reserve	1,541	1,541	0	
7100 93 Contg Rsv 4,327 4,327 7,100 95 Repl Rsv 6,964 6,964 6,964 7,100 95 Repl Rsv 6,964 6,964 6,964 7,100 96 Salary Adjustment 0.3,285		0	7100	92 Prop Maint Rsv	19,706	19,706	0	
7100 95 Repl Rsv 6,964 6,964 6,964 7100 98 Salary Adjustment 226,504 227,509 TOTAL COMMUNITY FACILITIES 28,758 28,865 7600 40 Administration 28,758 28,865 7600 40 Administration 25,195 25,195 7600 42 Special Projects 2,077 945 7600 42 Special Projects 2,415 945 7600 42 Special Projects 2,175 945 7600 52 After Hours 2,145 945 7600 52 After Hours 2,175 0 7600 53 Electrical Maint (1,048) 0 7600 55 Building Maint (1,048) 0 7600 55 Building Maint (1,048) 0 7600 55 Building Maint (1,048) 0 7600 57 Appliance Maint 0 1,754 7600 57 Appliance Maint 0 1,754 7600 7600 100 Salary Adjustment 7600 1,155		0	7100	93 Contg Rsv	4,327	4,327	0	
7100 98 Salary Adjustment 0 3.285 TOTAL COMMUNITY FACILITIES 226,504 227,509 MUTUAL OPERATING 28,865 7600 10 Administration 25,195 25,195 25,195 7600 42 Special Projects 25,195 25,195 25,195 7600 42 Special Projects 25,195 25,195 25,195 7600 50 Janitorial 27,000 52 After Hours 27,000 53 Electrical Maint 27,100 55 Building Maint 27,100 55 Building Maint 27,700 56 HVAC 700 57 Appliance Maint 17,754 0 1,1754 0 1,1754 0 1,1754 0 1,1755 1,100 100 Salary Adjustment 76,000 57 Appliance Maint 76,000 57 Appliance Maint 76,000 57 Appliance Maint 76,000 57 Appliance Maint 76,000 1,1754 0 1,1755 1,100 1,1755 1,100 1,1754 0 1,1755 1,100 1,1754 0 1,1755 1,100 1,1755 1,100 1,1754 1,100 1,1755 1,100 1,1754 1,100 1,1755 1,100 1,		0	7100	95 Repl Rsv	6,964	6,964	0	
TOTAL COMMUNITY FACILITIES 226,504 227,509 MUTUAL OPERATING 7600 10 Administration 7600 42 Special Projects 7600 42 Community Services 7600 52 After Hours 7600 53 Electrical Maint 7600 54 Building Maint 7600 55 Building Maint 7600 57 Appliance Maint 7600 67 Appliance Maint 7600 7600 7700 78,000 TOTAL EXPENSES INCOME/DEFICIT 5,900 (2,410)		657	7100	98 Salary Adjustment	0	3,285	3,285	
MUTUAL OPERATING 28,758 28,865 26,195 25,195 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,125 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 27,126 <		232			226,504	227,509	1,005	
(29) 7600 10 Administration 28,758 28,865 0 7600 41 Grounds 25,195 25,195 (380) 7600 42 Special Projects 2,415 945 0 7600 50 Janitorial 2,415 945 118 7600 52 After Hours 21,250 21,250 (118) 7600 53 Electrical Maint (1,784) 0 412 7600 55 Building Maint (1,784) 0 642 7600 56 HVAC 1,754 0 (125) 7600 57 Appliance Maint 1,754 0 (125) 7600 57 Appliance Maint 0 1,754 0 (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 700,087 78,000 (80) TOTAL EXPENSES 700,087 74,10)				MUTUAL OPERATING				
6 7600 41 Grounds 25,195 25,195 25,195 (581) 7600 42 Special Projects 2,077 0 (380) 7600 44 Community Services 2,415 945 0 7600 52 After Hours 21,250 21,250 (118) 7600 53 Electrical Maint 271 0 (251) 7600 54 Plumbing Maint (1,048) 0 (42) 7600 55 Building Maint (1,788) 0 (42) 7600 55 Appliance Maint 1,754 0 (42) 7600 57 Appliance Maint 70 1,754 0 (231) 7600 57 Appliance Maint 70 1,754 0 (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 707,708 561,595 (1) 5,900 (2,410)		(29)	2000	10 Administration	28,758	28,865	107	
(581) 7600 42 Special Projects 2,077 0 (380) 7600 44 Community Services 2,415 945 0 7600 50 Janitonal 21,250 21,250 118 7600 55 Affer Hours 271 0 (118) 7600 55 Building Maint (1,788) 0 412 7600 55 Building Maint (1,788) 0 642 7600 57 Appliance Maint 0 1,754 0 642 7600 57 Appliance Maint 0 1,754 0 (125) 7600 57 Appliance Maint 70 1,754 0 (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 700,087 70,087 78,000 (341) 3,421 INCOME/DEFICIT 5,900 (2,410)		0	7600	41 Grounds	25,195	25,195	0	
(380) 7600 44 Community Services 2,415 945 0 7600 50 Janitorial 21,250 21,250 118 7600 52 After Hours 133 590 (118) 7600 53 Electrical Maint 271 0 (251) 7600 55 Building Maint (1,788) 0 412 7600 56 HVAC 1,754 0 642 7600 57 Appliance Maint 0 1,754 0 (125) 7600 57 Appliance Maint 0 1,754 0 (231 7600 57 Appliance Maint 70 1,155 (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 700,087 78,000 2,878 TOTAL EXPENSES 700,087 5,900 3,421 INCOME/DEFICIT 5,900 (2,410)	0	(581)	7600	42 Special Projects	2,077	0	(2,077)	
0 7600 50 Janitorial 21,250 21,250 118 7600 52 After Hours 133 590 (118) 7600 53 Electrical Maint 0 (251) 7600 55 Building Maint 0 412 7600 55 Building Maint 0 642 7600 57 Appliance Maint 0 231 7600 57 Appliance Maint 0 231 7600 57 Appliance Maint 0 (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 707,708 561,595 (1) 5,900 (2,410)	189	(380)	7600	44 Community Services	2,415	945	(1,470)	
118 7600 52 After Hours 133 590 (118) 7600 53 Electrical Maint 271 0 (251) 7600 54 Plumbing Maint 0 (1,048) 0 412 7600 55 Building Maint 0 (1,788) 0 642 7600 56 HVAC 0 1,754 0 (125) 7600 57 Appliance Maint 0 1,155 (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 707,708 561,595 (1 2,878 TOTAL EXPENSES 707,708 5,900 (2,410)	0	0	2600	50 Janitorial	21,250	21,250	0	
(118) 7600 53 Electrical Maint 0 (251) 7600 54 Plumbing Maint 0 412 7600 55 Building Maint 0 412 7600 55 Building Maint 0 642 7600 56 HVAC (125) 7600 57 Appliance Maint (125) 7600 57 Appliance Maint (125) 7600 100 Salary Adjustment (80) TOTAL MUTUAL OPERATING 79,087 78,000 (80) TOTAL EXPENSES 707,708 561,595 (11 5,900 (2,410)	118	118	2600	52 After Hours	133	290	457	
(251) 7600 54 Plumbing Maint 412 7600 55 Building Maint 412 7600 55 Building Maint 642 7600 56 HVAC (125) 7600 57 Appliance Maint 231 7600 100 Salary Adjustment (80) TOTAL MUTUAL OPERATING 2,878 7000 70 1,155 1,155 2,878 0 1,154 0 1,155 1,155 2,878 78,000 1,155 2,878 78,000 2,878 707,708 561,595 1,100 1,10	0	(118)	2600	53 Electrical Maint	271	0	(271)	
412 7600 55 Building Maint 642 7600 56 HVAC (125) 7600 57 Appliance Maint (125) 7600 57 Appliance Maint (80) TOTAL MUTUAL OPERATING (145) 7600 100 Salary Adjustment (80) TOTAL EXPENSES (145) 7600 1,708 561,595 (146) 1,754 0 0 (1,754 0 0 (1,754 0 0 (1,755 0 0 (1,756 0 0 (1,756 0 0 (1,756 0 0 (1,757 0 0 (1,757 0 0 (1,757 0 0 (1,757 0 0 (1,758 0 0 (1,758 0 0 (1,758 0 0 (1,759 0 0 (1,759 0 0 (1,759 0 0 (1,759 0 0 (1,750 0 0 (1,75	0	(251)	7600	54 Plumbing Maint	(1,048)	0	1,048	
642 7600 56 HVAC 0 (125) 7600 57 Appliance Maint 0 1,155 231 7600 57 Appliance Maint 0 1,155 (80) TOTAL MUTUAL OPERATING 79,087 78,000 2,878 TOTAL EXPENSES (1- 3,421 INCOME/DEFICIT 5,900 (2,410)	_	412	7600	55 Building Maint	(1,788)	0	1,788	
(125) 7600 57 Appliance Maint 0 1,155 231 7600 100 Salary Adjustment 0 1,155 (80) TOTAL MUTUAL OPERATING 79,087 78,000 2,878 TOTAL EXPENSES 561,595 (14) 3,421 INCOME/DEFICIT 5,900 (2,410)	_	642	7600	56 HVAC	1,754	0	(1,754)	
231 7600 100 Salary Adjustment 0 1,155 (80) TOTAL MUTUAL OPERATING 79,087 78,000 2,878 TOTAL EXPENSES 561,595 (14) 3,421 INCOME/DEFICIT 5,900 (2,410)	_	(125)	7600	57 Appliance Maint	70	0	(20)	
(80) TOTAL MUTUAL OPERATING 79,087 78,000 2,878 TOTAL EXPENSES 561,595 (1-2,410) 3,421 INCOME/DEFICIT 5,900 (2,410)	231	231	7600	100 Salary Adjustment	0	1,155	1,155	
2,878 TOTAL EXPENSES 561,595 3,421 INCOME/DEFICIT 5,900 (2,410)	15,600	(80)			79,087	78,000	(1,087)	
3,421 INCOME/DEFICIT 5,900 (2,410)	109,114	2,878			707,708	561,595	(146,113)	
	2,723	3,421		INCOME/DEFICIT	2,900	(2,410)	8,310	

MUTUAL 19B CASH INVESTMENTS May 31, 2022

	INSTITUTION	YIELD	PAR	MATURITY DATE	REPLACEMENT RESERVE	MAINTENANCE RESERVE	INS DEDUCTIBLE RESERVE	OTHER	TOTAL
UNALLOCA	UNALLOCATED FUNDS:							150 711 02	150 711 02
	BANK OF AMERICA							20:11.00	
MONEY MARKET JOHN AXOS PACIF	IRKET JOHN MARSHALL BANK AXOS BANK PACIFIC NATIONAL BANK	0.25% 0.05% 0.55%						3.89 0.05 19,056.42	3.89 0.05 19,056.42
ALLOCATED FUNDS:	D FUNDS:								
	MONEY MARKETS JOHN MARSHALL BANK AXOS BANK PACIFIC NATIONAL BANK	0.25% 0.05% 0.55%			94,498.24 -618.37 30,033.83	65,424.81 4,986.34 168,286.51	5,161.25 5,975.44 20,882.53		165,084.30 10,343.41 219,202.87
	CERTIFICATES OF DEPOSIT								
100037 100024 100033 100035 100038 100040 100041 100044	BANK OZK FIRST INTERNET BANK FORBRIGHT BANK SANDY SPRING BANK FORBRIGHT BANK GATEWAY FIRST BANK CAPITAL BANK CAPITAL BANK PARAMOUNT BANK PRESIDENTIAL BANK CATHAY BANK FIRST INTERNET BANK	0.99% 0.75% 0.35% 2.13% 1.29% 1.00% 0.35% 0.75% 0.60% 0.45%	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	07/17/2022 09/18/2022 10/18/2022 02/10/2023 05/01/2023 06/31/2023 10/05/2023 10/15/2023 01/21/2023 09/12/2024 09/16/2024	158,204.23 95,000.00 109,075.21 55,812.61 127,308.17 113,025.14 151,284.98 100,000.00 167,333.60 150,000.00 150,000.00				158,204.23 95,000.00 109,075.21 55,812.61 127,308.17 113,025.14 151,284.98 100,000.00 167,333.60 150,000.00
	DUE TO FROM:			VVVV	112,069.49	4.00	4.00	(112,077.49)	
TOTAL					1,767,755.57	238,701.66	32,023.22	57,693.89	2,096,174.34

^^^^ \$109,237.96 Gateway First Bank CD#36 redeemed May-22, to be invested in 3 Year T-Note Jun-22





Community Report

Community Financials

Year to date: net operating expenses were \$29,143 over budget

Income:

Expenses: \$162,108 Under budget

Net Income: \$29,143 Over budget

Period ending May 31, 2022: net operating expenses were \$24,546.00 over budget

Income:

\$4,858 Over budget

\$191,251 Over budget

Expenses:

\$5,625 Over budget

Expense-Overhead:

\$14,063 Over budget

Property Transfers

	<u>Current</u>	: Month	<u>Year-t</u>	o-Date
	<u> 2021</u>	<u>2022</u>	2021	2022
Total property transfer for May:	40	41	154	181
Total transfer contributions:	\$185,666	\$292,474	\$640,696	\$1,198,082

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 and revised by PPD facility management staff. An updated draft report with annual reserve funding charts will be presented for funding discussion at the Executive Committee meeting on 6/17/22.

Civil Engineering Services Contract Report

O'Connell & Lawrence, civil engineers, and their floodplain study consultants are completing the design documents for approvals by the Maryland Department of the Environment and Montgomery County stormwater management and sediment control departments. Current plans are to bid out the culvert replacement work to contractors in mid-July with construction to occur in September. The golf course 17th fairway will be impacted when upstream water is diverted via pumps and temporary piping installation on the cart path and fairway. A temporary cart path ramp will allow golf carts to cross over the surface pipes during construction.

Project Status Updates

Clubhouse 1 -

Warfel Construction has been working weekends to obtain DPS inspection approvals on interior construction, fire suppression, mechanical, electrical, etc. Site lighting installation is in progress with landscaping to follow over the next two weeks. The circular drive curbs and concrete sidewalks are complete. The circular drive concrete will be poured later next week and into the following week as weather allows. Owner and architect punch list review is scheduled for Wednesday 6/22 with final occupancy to follow by the end of June.

Admin Building -

A minor amendment application has been accepted by MNCPPC (Maryland National Capital Parks and Planning Commission) and fees paid to allow for scheduling a public hearing in late July. Public notification signage will be installed next week at the project site. Revised construction documents by RLPS Architects, consulting engineers, and Stantec civil engineers are near completion. Once completed the CD package will be submitted to Montgomery County for review and permits.

LW Globe - Repair and Painting

The Globe painting project has been completed and accepted by PPD management.

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 9 new hires in May. Current vacant positions:

- Vehicle Mechanic (PPD)
- Maintenance Assistant (Greens II)
- Building Engineer (Greens II)
- Maintenance Assistant (Vantage Point East)
- Assistant Resales Administrator Resales
- Gate Guard Security and Transportation
- Customer Service Representative (PPD)
- Special Maintenance Technician (PPD)
- Appliance Mechanic (PPD)