



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. LW Insurance Dept – Kenia Ibanez and Claudia Snider – How do we manage insurance?
5. Approval of Minutes – July 27, 2022, Board Meeting Minutes (Attachment)--- 3-8
6. Unit Owners and Residents Open Forum
7. Treasurer’s Report-(Attachment)----- 9
 - a. Investment Activity approval-----10
 - b. Invoice Approval (Attachment)-----11-16
8. Unfinished Business –
 - a. Building 91 updates, including Comcast, Schindler, Minkoff, Exterior Concepts, Sentral, Dynalectric more
 - b. Bylaws Update, special meeting of Council of Unit Owner Sept 14, 2022 @2pm more
 - c. Landscaping restoration between Buildings 90 & 91, update
 - d. Preparing for the September “Elevator Modernization” in Building 90-Payment Q- (attachment)-----17-23
9. New Business –
 - a. A Bench for building 88- Mr. Barr
 - b. Proposal: McFall and Berry #5326-(Attachemnt)-----24
 - c. Insurance Claim: Storage Room(attachment)-----25
 - d. Ratify AWM Res#44 (Dynalectric Fire Extinguisher proposal) -----26
 - e. Mutual 19B Holiday Party Dec 16, 2022, in the Ball Room-Ms. Ellen Lederman
 - f. Minkoff estimate for Water Damage- repairs-(attachment) -----27-28
 - g. Budget 2023 -----29-31
10. Correspondence
11. Leisure World Board of Directors and Advisory Committee Reports
12. Building Representatives-
13. Monthly Meeting Date – Wednesday, September 28, 2022 – 1:00 P.M.
14. Meeting Adjournment:



**LEISURE
WORLD**
OF MARYLAND

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 JULY 27, 2022

Res. 35-44

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, July 27, 2022, at 1:00p.m. in the Sullivan room.

Directors Present: Mike Benefiel, President; Jack Dunn, Vice President; Rita Mastrorocco, Secretary; Regina Goldsborough, Director; Clayton Lewis, Director;

Directors Absent: John Gervais, Treasurer, John Barr, Director

Management: Bob Kimble, General Manager, Danesca Pineda, Mutual Assistant

Visitors: **In Sullivan room:** Charles Middleton; Maureen McCleary

Via Zoom: Laura Farnsworth, Barbara Feldman; Arsenetta Hawthorne, Dennis Hawkins, Iris Drimmer, Laurie, Vickery Brewer, Art

1. Call to Order – Mr. Benefiel called the meeting to order at 1:00 p.m.
2. Approval of the Agenda – The agenda is approved, as presented.
3. Community Report – Mr. Kimble presented the July 2022 Community Report and addressed all questions asked. Mr. Dunn and Mr. Kimble held a brief, civil, and constructive conversation about the Leisure World Community Corporation's July 26, 2022, decision to accept the \$3.25 million insurance contract for Aug. 1, 2022 – July 31, 2023. The insurance premium for Mutual 19B will increase by an estimated 7 percent in next year's budget.
4. Approval of June 29, 2022, Regular Board Meeting Minutes – The June 29, 2022, regular Board meeting minutes were approved as presented.
5. Unit Owner's and Resident's Open Forum –
6. Treasurer's Report – The treasurer's report was presented by Ms. Rita Mastrorocco (secretary) and was 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
\$1,383.63	<p><u>McFall and Berry Invoice #216350</u> – April 2022-site enhancements buildings 92: install edging to contain pachysandra, remove Photinia in rear by Transformer. 88: Right end-remove Vinca from Junipers, right side by patio, remove azaleas, remove mulch, level soil installs seed and straw. 89: Maintenance building rear-remove mulch, level soil, install seed and straw. 1st patio create swale to move water from patio to top of hill. Rear removes small Azalea in front of sliding door. Remove single Azalea from Azalea bed. Remove two large junipers form Pachysandra bed, remove bulbs from bed. 90: rear prune holly off building. 93: entrance to area from parking, install boulder in right side bed next to boxwoods, remove dead from boxwoods, left end in natural area. Dated: 6/3/2022.</p> <p style="text-align: right;"><u>Resolution #35 7/27/2022</u></p>
\$3,250.00	<p><u>McFall and Berry Invoice # 216831</u> – 15210 Elkridge Way building 91- remove all declining plant materials/shrubs around foundation beds. This plant material has really declined and looks bad. Remove all declining shrubs around the foundation of building. Dated: 7/13/2022</p> <p style="text-align: right;"><u>Resolution #36 7/27/2022</u></p>
\$1,050.00	<p><u>Montgomery County DHCA- Invoice # INV202316522-</u> registration fee-billing period 7/1/2022-6/30/2023. Dated: 7/31/2022</p> <p style="text-align: right;"><u>Resolution #37 7/27/2022</u></p>
\$1,179.00	<p><u>Dynalectric Invoice #43614-</u> Quarterly inspection. Dated: 7/19/2022</p> <p style="text-align: right;"><u>Resolution #38 7/27/2022</u></p>

Upon motion duly made, the Board agreed,

To write off \$725.90 of an insurance claim from September 2021. The board asked for a \$5,000.00 reimbursement. The owner paid \$4,274.10 in November

2021, disputing the difference of \$725.90. The check had an endorsement that if signed, it would constitute final and complete acceptance. The accounting department signed and deposited the check. The lawyer for Mutual 19B stated that an argument can be made that by depositing the check with the restrictive endorsement constitutes a final and complete acceptance. Our lawyer believes it is not worth it for the Mutual to incur legal fees over this \$725.90 item and that the Mutual should just write it off.

Resolution #39 7/27/2022

7. -Unfinished Business -

- a. Building 91 updates, including Comcast, Schindler, Minkoff, Exterior Concepts, Sentral, Dynalectric more: Mr. Charles Middletown, resident/owner in Building 91, reported that Schindler's elevator work began on July 18, 2022. The work starts around 7 am and finishes around 3 pm. This work is very loud, but work has been done, so is required for the project.
- b. Bylaws Update, special meeting of Council of Unit Owners, Sept. 14:

Upon motion duly made, the Board agreed,

To hold a special meeting of unit owners on Wednesday September 14, 2022, for 6 proposed Bylaw Amendments as presented in the Bylaw Amendment Summary dated July 27, 2022. Mutual assistant will do a mailing to go out to all unit owners with this information by August 12, 2022.

Resolution #40 7/27/2022

- c. Landscaping restoration between Buildings 90 & 91, update: Mutual Assistant has contacted R.V Carey plumbing company several time via email and phone and our Mutual is still waiting on the proposal requested. Mr. Jack Dunn said he will find another company to take care of it.
- d. Preparing for the September "Elevator Modernization" in Building 90 [15311 Beaverbrook Ct.]: Ms. Maureen McCleary, Building 90 Representative, shared very helpful information about the planning and accommodation of residents. Schindler's elevator project work may not start until the last week of September 2022.
 - Iris Drimmer-[Building 90] 15311 Beaverbrook Ct. Unit 3C- will need relocation (letter request from Ms. Drimmer was distributed to the board.
 -

Upon motion duly made, the Board agreed,

The Mutual 19B Board will approve payment to a resident of Building 90 submitting a paid invoice for costs of a stay at an alternative residence because the resident is unable to use the stairs during elevator modernization; after any reimbursement received under the terms of homeowners insurance owned by the resident; and up to a maximum reimbursement of \$500.00 per unit per week for up to six weeks.

Resolution #41 7/27/2022

8. New Business –

- a. Bench for building 88- Mr. Barr- action deferred until our August monthly board meeting

- b. Ratify: Action Without Meeting Resolution #33-

Upon motion duly made, the Board agreed,

To ratify the Action Without Meeting to approve the ABM submitted by Katherine Schap at 15201 Elkridge Way Unit 91-1D for exterior door/storm.

Resolution #33 7/1/2022

- c. Ratify: Action Without Meeting Resolution #34-7/12/2022

Upon motion duly made, the Board agreed,

To ratify the Action Without Meeting to approve Minkoff Company invoice #53-0228822 in the amount of \$5,687.13 for emergency services for mold remediation in 15310 Beaverbrook Ct. Unit 3A.

Resolution #34 7/12/2022

- d. ABM- Queen-93-2C-

Upon motion duly made, the Board agreed,

To approve the ABM submitted by Arthur and Roberta Queen at 15201 Elkridge Way 93-2C for Florida room/addition.

Resolution #42 7/27/2022

- e. ABM-Costa-89-3B-

Upon motion duly made, the Board agreed,

To approve the ABM submitted by Maria C. Costa at 15310 Beaverbrook Ct. 89-3B for window replacement.

Resolution #43 7/27/2022

- f. Proposal: McFall and Berry #4806-

Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal #4806 in the amount of \$1,450.00 for take down and removal of large dead Oak tree. All materials to be disposed of. Grind stump down, dispose of material, then backfill with soil, grade, and seed.

Resolution #44 7/27/2022

- g. Estate sales – forms and rules- Mr. Benefiel reported the Mutual 19B had two estate sales this month and this was new to him, first time one takes place since he has been in the Mutual board of directors.
9. Correspondence- The exchange of correspondence between the Mutual 19B President and Ms. Iris Drimmer was discussed as part of the background to approval of Resolution #41 7/27/2022 (above).
10. Leisure World Board of Directors and Advisory Committee Reports- Mr. Jack Dunn shared important information about the LWCC Board Meeting: Budget assumptions information was shared with the board. The LWCC Board approved payment of \$3.25 million for annual insurance at its July 26, 2022 meeting. Four Mutuels in LW [Mutual 14, Mutual 19A, Mutual 19B, and Montgomery Mutual], considered high risk will have to pay the entire annual insurance premium by August 1, 2022. Mutual 19B is one of those mutuels. Mr. Bob Kimble will advance a no interest loan for those 4 Mutuels and will collect it back monthly from each mutual. Mr. Dunn shared that Mutual 19B finance has been seriously injured and the that in his view, our mutual has not been well served. Mr. Dunn also shared that all LW's costs for electricity will increase because of the bankruptcy of our previous supplier. Mutual 19B's costs for electricity will also increase..
11. Building Representatives:
- Mr. Charles Middletown, Building 91, shared that about 11-unit owners have returned, about 5 units are for sale and about 10 units are for rent.

-Ms. Maureen McCleary shared that the main event taking place in building 90 is the planning for the elevator modernization.

-Ms. Mastrorocco shared that in building 92 one unit is on the market and about one unit for rent.

12. Monthly Meeting Date: Wednesday August 31, 2022, at 1:00pm

13. Meeting adjournment at 3:06PM.

Rita M. Mastrorocco, Secretary

Mutual 19B - August 31, 2022 - Regular Monthly Meeting (Hybrid)

Treasurer's Report

Balance Forward - 7/1/22	\$ 66,119.06
Total Receipts - July	312,864.69
Total Disbursements - July	<u>(149,831.97)</u>
Balance - 7/31/22	\$ 229,151.78

Net Operating Expenses

Year To Date - 7/31/22	\$ 13,982	Over Budget
Month of July - 2022	\$ 17,898	Over Budget

Cash Investments

	<u>7/31/22</u>	<u>1/1/22</u>
Replacement Reserve	\$1,793,717.92	\$1,841,362
Maintenance Reserve	237,805.04	226,827
Insurance Deductible Reserve	33,712.20	27,795
Other	<u>86,436.76</u>	<u>67,192</u>
Total	\$2,151,671.92	\$2,163,176

Delinquent Report (as of August 12, 2022)

- 8 accounts (not from Bldg. #91) have charges of \$6,852.27.
 - \$2,239.25 of the \$6,852.27 are for two insurance claims.
 - \$3,185.02 of the \$6,852.27 are current charges from 7 accounts.
 - \$1,428 left, \$692 from 3 > 30 days, \$688 from 2 > 60, \$48 from 3 > 90)
 - There are 5 accounts from Bldg. #91 totaling \$42,941.00.
 - 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 = \$51,219.67

Reserve Expenditures - YTD 7/31/22

Replacement Reserve	\$ 138,235
Maintenance Reserve	29,386
Insurance/Legal	<u>0</u>
Total	\$ 167,621

To Reserves YTD 7/31/22

\$136,995

08/12/2022
11:58 AM

3701 Rossmoor Blvd.
Silver Spring MD 20906

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B
Mutual Revenue And Expense Statement
08/12/2022

CURRENT PERIOD ACTUAL	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE
129,819	129,819	0	5110	908,733	908,733	0
1,418	472	946	5111	9,360	3,304	6,056
75	0	75	5114	630	0	630
11,417	0	11,417	5200	167,621	0	167,621
(19,650)	(18,454)	(1,196)	5800	(136,995)	(129,178)	(7,817)
123,079	111,837	11,242		949,349	782,859	166,490
88	88	1	6112	613	616	4
0	0	0	6115	4,250	4,250	0
12,445	12,445	0	6118	87,115	87,115	0
726	0	(726)	6118	726	0	(726)
286	275	(11)	6118	2,003	1,925	(78)
0	0	0	6119	300	0	(300)
0	0	0	6119	857	0	(857)
520	933	413	6120	3,640	6,531	2,891
0	0	0	6125	210	0	(210)
0	208	208	6138	700	1,456	756
14,064	13,949	(115)		100,413	101,893	1,480
2,931	2,686	(245)	6202	17,584	18,802	1,218
1,857	1,857	0	6204	12,834	12,999	165
0	167	167	6204	0	1,169	1,169
445	111	(334)	6204	445	777	332
439	250	(189)	6209	4,871	1,750	(3,121)
3,318	333	(2,985)	6211	3,318	2,331	(987)
1,420	250	(1,170)	6211	1,858	1,750	(108)
0	33	33	6211	0	231	231
0	480	480	6211	0	3,360	3,360
(1,179)	0	1,179	6211	0	0	0
13,878	1,167	(12,711)	6214	17,646	8,169	(9,477)
473	187	(286)	6224	1,595	1,309	(286)
23,582	7,521	(16,061)		60,151	52,647	(7,504)
3,334	2,310	(1,024)	6301	21,456	20,460	(996)
0	(669)	(669)	6301	0	(4,683)	(4,683)
13,364	10,570	(2,794)	6301	109,948	93,620	(16,328)

08/12/2022
11:58 AM

3701 Rossmoor Blvd.
Silver Spring MD 20906

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B
Mutual Revenue And Expense Statement
08/12/2022

CURRENT PERIOD ACTUAL	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE
0	1,353	1,353	6301	0	9,471	9,471
9,955	16,699	6,744	6303	63,953	77,419	13,466
26,653	30,263	3,610		195,358	196,287	929
			97 Electric Pr Yr MM			
			99 Water			
			TOTAL UTILITY EXPENSES			
			OTHER EXPENSES			
0	167	167	01 Activities	0	1,169	1,169
667	667	0	Bad Debt	4,667	4,669	2
667	834	167	TOTAL OTHER EXPENSES	4,667	5,838	1,171
64,966	52,567	(12,399)	TOTAL OPERATING EXPENSES	360,589	356,665	(3,924)
			RESERVE EXPENSES			
0	0	0	06 RR Elevator	61,913	0	(61,913)
0	0	0	15 RR Roofs	73,922	0	(73,922)
0	0	0	53 RR Reserve Study	2,400	0	(2,400)
180	0	(180)	03 MR Electrical	3,212	0	(3,212)
864	0	(864)	05 MR Plumbing	1,090	0	(1,090)
989	0	(989)	08 MR HVAC	1,819	0	(1,819)
0	0	0	09 MR Gutters	(1,200)	0	1,200
0	0	0	10 MR Other	90	0	(90)
378	0	(378)	12 MR Building Maint	3,444	0	(3,444)
1,870	0	(1,870)	20 MR Dryer Vents	13,796	0	(13,796)
1,450	0	(1,450)	30 MR Ceiling Repairs	1,450	0	(1,450)
5,687	0	(5,687)	31 MR Mold	5,687	0	(5,687)
11,417	0	(11,417)	TOTAL RESERVE EXPENSES	167,621	0	(167,621)
			COMMUNITY FACILITIES			
8,651	8,211	(440)	10 Administration	57,826	57,477	(349)
2,603	2,587	(16)	20 Education & Recreation	17,465	18,109	644
2,612	2,407	(205)	21 Club House II	18,285	16,849	(1,436)
155	(32)	(187)	22 LW News	663	(224)	(887)
123	197	74	25 Food Service	1,169	1,379	210
284	(15)	(299)	30 Medical Center	475	(105)	(580)
1,346	647	(699)	40 PPD Management	7,988	4,529	(3,459)
1,619	1,619	0	41 Grounds	11,334	11,334	0
1,937	1,861	(76)	43 Trash	13,330	13,027	(303)
12,766	13,020	254	58 TV	88,527	91,140	2,613
1,089	1,115	26	60 Transportation	7,140	7,805	665
6,187	4,971	(1,216)	65 Security	38,813	34,797	(4,016)
735	561	(174)	70 Street Lights	4,399	3,927	(472)

08/12/2022
11:58 AM

3701 Rossmoor Blvd.
Silver Spring MD 20906

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B
Mutual Revenue And Expense Statement
08/12/2022

CURRENT PERIOD ACTUAL	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE
784	953	169	7100	6,566	6,671	105
185	208	23	7100	1,676	1,456	(220)
28	27	(1)	7100	193	189	(4)
309	309	0	7100	2,159	2,159	0
3,942	3,942	0	7100	27,590	27,590	0
865	865	0	7100	6,057	6,057	0
1,392	1,392	0	7100	9,748	9,748	0
0	657	657	7100	0	4,599	4,599
47,611	45,502	(2,109)		321,403	318,513	(2,890)
			TOTAL COMMUNITY FACILITIES			
			MUTUAL OPERATING			
6,208	5,773	(435)	7600	41,499	40,411	(1,088)
5,039	5,039	0	7600	35,273	35,273	0
636	0	(636)	7600	3,284	0	(3,284)
581	189	(392)	7600	3,563	1,323	(2,240)
4,250	4,250	0	7600	29,750	29,750	0
164	118	(46)	7600	360	826	466
(71)	0	71	7600	343	0	(343)
(256)	0	256	7600	(1,044)	0	1,044
(31)	0	31	7600	(2,072)	0	2,072
1,843	0	(1,843)	7600	3,475	0	(3,475)
451	0	(451)	7600	806	0	(806)
0	231	231	7600	0	1,617	1,617
18,815	15,600	(3,215)		115,237	109,200	(6,037)
			TOTAL MUTUAL OPERATING			
142,809	113,669	(29,140)		964,850	784,378	(180,472)
(19,730)	(1,832)	(17,898)		(15,501)	(1,519)	(13,982)
			TOTAL EXPENSES			
			INCOME/DEFICIT			

MUTUAL 19B
CASH INVESTMENTS
July 31, 2022

	INSTITUTION	YIELD RATE	PAR VALUE	MATURITY DATE	REPLACEMENT RESERVE	MAINTENANCE RESERVE	INS DEDUCTIBLE RESERVE	OTHER	TOTAL
UNALLOCATED FUNDS:									
	BANK OF AMERICA							229,151.78	229,151.78
MONEY MARKET									
	JOHN MARSHALL BANK	0.25%						3.89	3.89
	AXOS BANK	0.05%						0.05	0.05
	PACIFIC NATIONAL BANK	0.55%						19,077.85	19,077.85
ALLOCATED FUNDS:									
MONEY MARKETS									
	JOHN MARSHALL BANK	0.25%			118,039.88	65,373.94	6,830.56		190,244.38
	AXOS BANK	0.05%			8.49	3,986.08	5,975.94		9,970.51
	PACIFIC NATIONAL BANK	0.55%			30,702.02	168,445.02	20,905.70		220,052.74
CERTIFICATES OF DEPOSIT									
100024	FIRST INTERNET BANK	0.75%	95,000.00	09/18/2022	95,000.00				95,000.00
100033	FORBRIGHT BANK	0.35%	105,668.10	10/18/2022	109,139.03				109,139.03
100034	SANDY SPRING BANK	2.13%	53,210.81	02/10/2023	56,011.17				56,011.17
100035	FORBRIGHT BANK	1.29%	127,308.17	05/01/2023	127,308.17				127,308.17
100038	GATEWAY FIRST BANK	1.00%	111,070.54	08/31/2023	113,214.10				113,214.10
100039	CAPITAL BANK	0.35%	151,284.98	10/05/2023	151,284.98				151,284.98
100040	CAPITAL BANK	1.00%	100,000.00	10/15/2023	100,000.00				100,000.00
100041	PARAMOUNT BANK	0.75%	165,177.88	01/21/2023	167,646.49				167,646.49
100044	PRESIDENTIAL BANK	0.60%	150,000.00	09/12/2024	150,000.00				150,000.00
100045	CATHAY BANK	0.45%	150,000.00	09/16/2024	150,000.00				150,000.00
100014	FIRST INTERNET BANK	0.80%	150,000.00	11/14/2024	154,728.44				154,728.44
T-NOTES									
100047	3 Year T-Note	2.875%	109,000.00	6/15/2025	108,838.34				108,838.34
	DUE TO FROM:			***	161,796.81	0.00	0.00	(161,796.81)	
TOTAL					1,793,717.92	237,805.04	33,712.20	86,436.76	2,151,671.92

*** \$158,000 3 Year Note purchased in August with Bk OZK CD#37 maturity 3,175% 8/15/22

Community Report

Community Financials

Year to date: net operating expenses were \$264,862 unfavorable to budget

Income:	305,630 Unfavorable to budget
Expenses:	40,768 Favorable to budget
Net Income:	264,862 Unfavorable to budget

Period ending July 31, 2022: net operating expenses were \$112,888 unfavorable to budget

Income:	57,923 Unfavorable to budget
Expenses- Salary/ Benefit:	2,107 Unfavorable to budget
Expense-Overhead:	52,858 Unfavorable to budget
Net Income:	112,888 Unfavorable to budget

Property Transfers

	<u>Current Month</u>		<u>Year-to-Date</u>	
	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>
Total property transfer for June:	31	37	251	269
Total transfer contributions:	\$134,018	\$304,308	\$1,096,636	\$1,905,147

Gate Access

RFID installations are in process of being scheduled with the high-rise Mutuals.

Trust Replacement Reserve Study

DMA's draft report was approved by the Leisure World Board of Directors on 7/19/22. PPD management is working with DMA Reserves on error and typo corrections before the final report is issued. Capital equipment item age, estimated remaining life, and specific cost details are being included as Assemblies for easier future data management. Recent installations of failed HVAC equipment replacements are being adjusted.

Civil Engineering Services Contract Report

O'Connell & Lawrence and consultants are in process of responding to review comments from the Maryland Department of the Environment and Montgomery County stormwater management and sediment control departments. The Gleneagles Drive culvert design drawings are ready for contractor bidding that will be handled by PPD management. Construction is projected to start in mid-to-late September and will necessitate detours to Gleneagles through traffic. Partial roadway closure is NOW required due to recent subsurface soil collapse resulting from continued stream water flow scouring on the north side of Gleneagles Drive. Full roadway closure is possible and will occur if the undermining soil situation continues and will remain closed until the culvert replacement is completed.

Project Status Update

Clubhouse 1 –

Warfel Construction has obtained DPS inspection approvals on interior construction and has applied for a Certificate of Occupancy. Once the Certificate of Occupancy is issued, use of the Maryland Room can occur. Landscaping installation is complete. Site lighting requires several pole fixtures to be installed once delivered. A curb ramp installation near the canopy drop-off at the circular drive is being evaluated by the civil engineer.

Admin Building –

The MNCPPC (Maryland National Capital Parks and Planning Commission) public hearing is now projected for October 6th. Revised construction documents by RLPS Architects, consulting engineers, and Stantec civil engineer have been submitted to Montgomery County for review and comments. Bid process and project schedule meetings with Warfel Construction have occurred. Long lead time construction materials and equipment procurement continue to be an issue in the volatile economy and construction markets.

Energy Service Contracts

BTU Energy Advisors has been negotiating on LWMC's behalf with Shell North America to purchase electric power in the wholesale energy marketplace. Management is meeting with BTU EA to have a purchase agreement completed and reduced electric power costs in place by the end of August – more to follow. BTU EA selected Shell as they are a very stable and credit worthy counterparty and have demonstrated to be a reliable supplier and energy provider on wholesale markets. The natural gas futures contract is also due for renegotiation and renewal in September.

HR Corner - New Hires in June

Employee Name	Job Title	Department Title
Lopez, Orly	GOLF COURSE TECHNICIAN II	Golf Maintenance
Ward, Robert Jesse	PLUMBER ASSISTANT	Plumbing
Jones, Shafrain F.	CUSTOMER SERVICE REPRESENTATIVE	PPD Customer Service
Mitchell, Derek K	ASSISTANT RESALES ADMINISTRATOR	Resales
Vaughan, Mia	GATE GUARD	Security
White, Stanley Eric	GATE GUARD	Security