

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

WEDNESDAY, JANUARY 26, 2022 – 1:00 P.M.
MONTGOMERY 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	
4.	Approval of Minutes – December 29, 2021, Board Meeting Minutes (Attachment)	1-4
5.	Unit Owners and Residents Open Forum	
6.	Treasurer's Report (Attachments)	5
	a. Invoice Approvals(attachment)	6-7
7.	Unfinished Business –	
8.	a. Building 91 updates at 2:00pm New Business –	
	a. Annual meeting scheduled for May 4, 2022	
	 Call for Candidates mailing scheduled for February 18, 2022 	
	2. Deadline for candidate applications scheduled for March 21, 2022	
	3. Annual meeting mailing scheduled for April 4, 2022	
	b. Elevator: Schindler Modernization	
	c. Proposal- Dynalectric: Fire alarm (Attachment)	8-9
9.	Correspondence-	
	a. Statement of non-discrimination (Attachment)	10-12
	b. Email request from Mr. Layer (Attachment)	13
10.	Leisure World Board of Directors and Advisory Committee Reports-	
11.	Building Representatives-	
12.	Monthly Meeting Date – Wednesday, February 23, 2022 – 1:00 P.M.	
13.	Adjournment at	



REGULAR MEETING – BOARD OF DIRECTORS

COUNCIL OF UNIT OWNERS OF MUTUAL 19-B

CONDOMINIUM OF ROSSMOOR, INC.

HYBRID MEETING – 1:00 P.M.

WEDNESDAY, DECEMBR 29, 2021

Res. 103-113

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, December 29, 2021, 1:00p.m.

Directors Present:

Mike Benefiel, President; Jack Dunn, Vice President; John Gervais, Treasurer; Rita Mastrorocco, Secretary; Regina Goldsborough, Director; Clayton Lewis, Director;

John Barr, Director.

Directors Absent:

Management:

Crystal Castillo, General Manager of Support Services, Danesca Pineda,

Mutual Assistant, Bob Kimble, General Manager LWMC, Susan

Montgomery (Social Worker)

Visitors:

In Montgomery room: Jane Gervais/ Sigrid Nadeau/Virginia Austin/Dan Meeker/Pat M/George Samara/Ginger Samara/Charles, Steve Gross (Minkoff President) Mike Burris (Minkoff), Middletown/Pamela Galef/ Melissa Lindsey (Minkoff), Pat Ritter,

Via Zoom: Arsenetta Hawthorne/Randy Bosin/Rhona Bosin/Janet/ Mark Feldman/ Melinda Kelly/Linda Creamer/Zuli Tango/JoAnn Grant/ Lynne Margolies/Suzanne Nabliba/ Nancye Shipe/George Abraham

- 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.
- General Manager's Report Ms. Castillo presented the November 2021 General
 Manager's report and provided current updates and addressed all questions asked.
- Approval of December 1, 2021, Regular Board Meeting Minutes The December 1, 2021, regular Board meeting minutes was approved as presented.

5. Unit Owner's and Resident's Open Forum -

- Ms. Sigrid Nadeau and Ms. Melinda Kelly shared their concerns about the rat/mice infestations in building 93 that started back in October 2021 and still have not been completely resolved, the building still facing rats/mice problems.
- Mr. Benefiel informed all residents from building 93 that the board received a
 proposal from Infestation Control Inc, and they will take care of the rats/mice
 problem and that all buildings in Mutual 19B will be included in this contract for
 rats/mice treatments.
- Mr. Bosin asked for clarification about the increase on the condo fee.
- Ms. Hawthorne also asked for clarification on her condo increase, Mr. Gervais will contact her explain it to her.
- A resident also asked about separation of utilities and wanted a solution.
- Mr. Dunn explained to all residents who are asking for solutions, that this is resident's open forum, this is about expression concern, not about resolving all issues during this meeting.
- A resident expressed concern about her stove, which was not plugged into the wall socket, but wired into the electrical wire behind the wall.
- 6. <u>Treasurer's Report</u> Mr. Gervais presented the treasurer's report as distributed for the Board's review. The treasure's report was approved as presented.

a. INVOICES:

- Upon motion duly made, the Board agreed,

To approve payment of the following invoices:

INVOICE AMOUNT:	VENDOR INVOICE # DESCRIPTION:
\$3,433.00	USI Insurance Services LLC Invoice # 3976122- for Travelers's casualty and Surety Co. of Amer Policy #105634437. Dated: 12/17/2021 Resolution # 103, 12 /29/ 2021
\$1,067.00	Dynalectric Invoice #41152- for quarterly inspection. Dated: 12/16/2021 Resolution # 104, 12 /29/ 2021
\$6,546.00	Schindler Elevator Corp #7100474331 for services at 15211 Elkridge Way building. Dated: 11/17/2021 Resolution # 105, 12 /29/ 2021

7. -Unfinished Business -

- a. 2:00 p.m. Minkoff Updates of Bldg. #91- Ms. Lindsey, Mr. Gross and Mr. Burris provided updated information on progress of restoration on the building 91. Water will be off mid-January Ms. Lindsey will provide residents all information needed. Ms. Lindsey also provided hand-outs with detail information with a dated timeline (attachment). Minkoff Co. President Steve Gross announced that Minkoff would reimburse all electricity charges to homeowners of units in Bldg. 91 [15210 Elkridge Way]."
- b. Bylaws Amendment update- no updates currently.
- c. <u>Elevator Replacement plan</u> Pending for January 2022 meeting.
 - -Upon motion duly made, the Board agreed,

To ask the Treasure to get a zoom closed session meeting for the board with Schindler in the month of January 2022.

Resolution # 107 12 29/ 2021

8. New Business -

- a. <u>Infestation Control Inc. Proposal/contract/service plan:</u>
 - -Upon motion duly made, the Board agreed,

To approve the Infestation Control Inc. proposal/contract/Service plan with special attention areas/pest for rats & mice in buildings 88,89,90,91,92,93, &94 (Beaverbrook Ct & Elkridge Way).

Resolution # 108 12/29/ 2021

- b. <u>Discussion/approval: replace carpet in elevator #88 with tiles precedent #89:</u>
 - -Upon motion duly made, the Board agreed,

To approve to replace the elevator carpet in building 88 with tiles.

Resolution # 109 12/29/ 2021

- c. PPD Dryer Vent Cleaning Proposal:
 - -Upon motion duly made, the Board agreed,

To approve the PPD Dryer Vent cleaning proposal for (\$85.00/Unit)180 units (\$15,300.00).

Resolution # 110 12/29/ 2021

- d. PPD Maintenance 2022 Proposal:
 - -Upon motion duly made, the Board agreed,

To approve the PPD Maintenance 2022 proposal for HVAC/Plumbing/Electric in the amount of \$32,237.37.

Resolution # 111 12/29/ 2021

- e. Confirm Gross Mendelsohn Audit Services Proposal \$4,250.00.
 - -Upon motion duly made, the Board agreed,

To approve the Gross Mendelsohn Audit Services Proposal for \$4,250.00

Resolution # 112 12/29/ 2021

- f. Rats in Building #93- The Board approved the Infestation Control annual proposal to treat rats/mice in all seven buildings.
- g. Review Bldg. #91 condo fee Policy:
 - -Upon motion duly made, the Board agreed,

To authorize the Treasurer with the accounting department assistance to mail out a monthly detail statement about condo fee with a cover letter to all unit owners of building 91 on the Delinquent Report.

Resolution # 113 12/29/ 2021

- Correspondence- no updates currently.
- 10. <u>Leisure World Board of Directors and Advisory Committee Report-</u> No report currently.
- 11. <u>Building Representatives</u>: No report currently.
- 12. <u>Monthly Meeting Date</u>: January 26, at 1:00pm
- 13. <u>Adjournment</u> 4:25p.m.

Rita M. Mastrorocco, Secretary

Treasurer's Report

Balance Forward - 12/1/21 Total Receipts - December Total Disbursements - December Balance - 12/31/21	\$ 34,369.9 108,070.1 (<u>132,465.2</u> \$ 9,974.7	l 1 <u>27)</u>
Net Operating Expenses Year To Date - 12/31/21 Month of December - 2021	\$ (55,081) \$ (16,554)	Over Budget Over Budget
Cash Investments Replacement Reserve Maintenance Reserve Insurance Deductible Reserve Other Total	12/31/21 \$1,841,362.11 226,827.19 27,794.89 67,192.20 \$2,163,176.39	1/1/21 \$1,691,183 202,073 22,691 170,941 \$2,086,888

Delinquent Report (as of January 16, 2022)

- -10 accounts (not from Bldg. #91) have charges of \$7,243.54.
- \$2,339.54 of the \$7,243.54 are for three insurance claims.
- \$2,630.00 of the \$7,243.54 are current charges from 12 accounts.
- \$2,274 left, \$690 from 3 > 30 days, \$543 from 3 > 60, \$1,041 from 2 > 90)
- -There are 11 accounts from Bldg. #91 totaling \$47,294.00.
- -1 account (Bldg. #89) owes \$17,945.00 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 = \$73,908.94

Reserve Expenditures -	YTD 12/31/21	To Reserves YTD 12/31/21
Replacement Reserve	\$ 47,367	
Maintenance Reserve	40,412	
Insurance/Legal	0	
Total	\$ 87,779	\$276,189

12/01/2021 12:11 PM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 12/31/2021

> 3701 Rossmoor Blvd. Silver Spring MD 20906

119,283 3,229 0 0 (23,375) 99,137	(15) (1,866) 52 11,117 517					
3,229 0 0 (23,375) 99,137 82 0	(1,800) 52 11,117 517	5110	INCOME Assessments Interest Income	1,431,381	1,431,396	(20,560)
0 (23,375) 99,137 82 0	11,117	5114	Late Fees	1,072	00	87,779
99,137 82 0		5200 5800	Transfers From Funded Reserve Transfers To Funded Reserves	(276,189)	(280,500)	4,311
82	9,805		TOTAL INCOME	1,262,285	1,189,699	72,586
0	197	5	ADMINISTRATIVE EXPENSES	1,050	1,050	0
	000	6115	Audit	4,250	1,000	1,000
87	87	6117	Income Taxes	93,501	53,050	(40,451)
9,419	(1,005)	6118	02 Insurance Deductible	4,234	3,300	(4,234)
275	15	6118	03 Insurance Fidelity 02 Legal Lien Filings	200	0	(200)
938	418	6120	Property Mgmt Services	3.199	107,11	(3,199)
163	(2,584) (275)	6125 6138	Miscellaneous Interpreter	3,194	2,000	(1,194)
5,964	(11,376)		TOTAL ADMINISTRATIVE EXPENSES	118,989	75,851	(43,138)
3.337	191	6202	BUILDING EXPENSES 06 General Maintenance	32,237	40,000	7,763
1,628	(1,460)	6204	01 Elevator Contract	2,248	2,000	(248)
163	(958)	6204	03 Elevator Inspections	3,720	1,330	(2,390)
288	30	6209	Pest Control	3,714	3,500	1,866
337	337	6211	05 Sprinkler Contract	9.044	3,000	(6,044)
250	(130)	6211	06 Repair Sprinkler,F/A	0	400	400
37	480	6211	10 F/A Inspections	5,760	5,760	(16.816)
1,163	(2,074)	6214	02 Grounds Landscaping	30,816	2.248	76,010
191	10	6224	Telephone	71117	21414	
7,983	(3,375)		TOTAL BUILDING EXPENSES	114,762	95,785	(18,977)
4,320	1,477	6301	UTILITY EXPENSES 98 Electric Com Area 96 Electric Pr Yr CA	28,640	36,000 (1,789)	7,360 (1,789)
18,960	(1,226)	6301	99 Electric Master 97 Electric Pr Yr MM	147,162	(19,180)	(19,180)

12/01/2021 12:11 PM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 12/31/2021

> 3701 Rossmoor Blvd. Silver Spring MD 20906

VARIANCE	23,557	20,787	2,000 (9,588)	(7,588)	(48,916)	(2 645)	(6.546)	(29,784)	(1,386)	(3,736)	(2,400)	(3.778)	(323)	(10,695)	(298)	(4,195)	(4,298)	(12,759)	(080)	(120)	(1,207)	(292)	(87,779)				(1 823)		(358)
YTD BUDGET	142,790	315,821	2,000	10,000	497,457		00	0	0	0 0	00		0	0	0	0	0 0	00				0	0		90,291	34,196	76,249	1,487	(655)
YTD ACTUAL	119,233	295,034	17,588	17,588	546,373		3,515	29,784	1,386	3,736	2,400	3,778	323	10,695	298	4,195	4,298	12,759	292	120	1 207	292	87,779		93,138	29,242	100,07	1,800	(297)
	99 Water	TOTAL UTILITY EXPENSES	OTHER EXPENSES 01 Activities Bad Debt	TOTAL OTHER EXPENSES	TOTAL OPERATING EXPENSES	RESERVE EXPENSES	01 RR Concrete		15 RR Roofs	RR	R.	01 MR Roofs 03 MB Flootrical		MA	MR	MR	MR	12 MR Building Maint	MR	20 MR Dryer Vents	21 MR Elevators	24 MR Doors & Windows	TOTAL RESERVE EXPENSES	SOMMINITY FACILITIES	10 Administration	20 Education & Recreation	21 Club House II	22 LW News 25 Food Service	30 Medical Center
	6303		6401 6403				0069	0069	0069	0069	0069	0069	0000	0069	0069	0069	0069	0069	0069	0069	0009	0069			7100	7100	7100	7100	7100
VARIANCE	1,679	179	163	826	(13,745)		0	(0,346)	0	0	0	0/213)	(313)	(941)	0	(1,200)	0	(2,024)	0	(47)	00	(47)	(11,117)		(1,450)	619	200	(52)	(20)
MONTHLY BUDGET	11,423	32,951	163	826	47,724		0	00	0	0	0	00		00	0	0	0	0	0	0	0 0	00	0		7,527	2,846	2,355	(52)	(20)
CURRENT PERIOD ACTUAL	9,744	32,772	00	0	61,469		0	6,546	0	0	0	0 0	313	0 041	0	1,200	0	2,024	0	47	0	47	11,117		8,977	2,227	1,855	148	0

12/01/2021 12:11 PM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 12/31/2021

3701 Rossmoor Blvd. Silver Spring MD 20906

1584 (10) 7100 41 Grounds 19,127 19,127 19,127 1,183 (95) 7100 84 Trash 148,547 12,097 1,183 (96) 7100 80 Transportation 61,287 13,092 13,292 13,292 1,193 (94) 7100 80 Transportation 61,287 13,092 13,292 13,292 1,233 (94) 7100 70 Street Lights 6,587 6,587 6,587 6,587 1,282 2,28 2,218	CURRENT PERIOD	MONTHLY	VARIANCE			ACTUAL	YTD BUDGET	VARIANCE
1,584 (10) 7100 43 Tosh	TO LOV	10000						
1835 (95) 7100 43 Trash	1.604	1.594	(10)	7100	41 Grounds	19,127	19,127	0
1,0,6,6,8 6/8 7100 6/8 6/8 7100 6/8 6/8 7100 7100 6/8 7100	1,930	1.835	(62)	7100	43 Trash	21,597	22,075	478
5.097 5.6 7100 60 Tenreportation 13,062 13,230 5,18 6,44 710 66 Tenreportation 61,362 61,362 61,362 5,18 98 710 710 80 Cell Course 6,680 6,527 6,580 6,527 1,039 594 710 80 Cell Course 2,228 2,228 2,228 2,228 2,228 3,28 2,228 2,228 3,28 2,228 2,228 3,28 2,228 2,228 3,28 2,218 2,218 2,218 2,218 2,218 2,218 2,218 2,218 2,218 2,218 2,218 2,218 3,28 3,28 3,28 3,28 3,28 3,28 3,59 45,083	12,060	12,668	608	7100	58 TV	148,547	152,082	3,535
5,108 (644) 7100 65 Security 61,827 61,362 61,362 61,362 61,362 61,362 61,362 61,362 61,362 61,362 61,362 61,372 61,362 722 <	1 039	1 097	528	7100	60 Transportation	13,062	13,230	168
543 98 7100 70 Street Lights 6680 6527 225 2 7100 80 Golf Course 2.208 2.722 225 2 7100 80 Foot Course 2.208 2.723 3,757 (10) 7100 90 From Call System 2.218 2.218 185 (20) 7100 90 From Maint Rsv 10.382 45.083 45.083 1,283 (10) 7100 95 From Maint Rsv 10.382 10.382 45.083 45.083 1,283 10 7100 95 From Maint Rsv 10.382 10.382 10.382 2,283 10 7100 95 From Maint Rsv 10.382 15.397 15.397 2,283 1,783 7700 95 From Multivation 41.580 523,026 523,026 4,163 1,780 14 Grounds 41 Grounds 41 Grounds 52,394 62,480 5,203 (1,308) 7600 45 Grounds 41 Grounds 52,502 52,394 <t< td=""><td>6,752</td><td>5 108</td><td>(644)</td><td>7100</td><td>65 Security</td><td>61,527</td><td>61,362</td><td>(165)</td></t<>	6,752	5 108	(644)	7100	65 Security	61,527	61,362	(165)
1,039 594 7100 80 Golf Course 2,086 2,722 3.72 3.	445	543	98	7100	70 Street Lights	6,680	6,527	(153)
1,035 27 100 81 Pro Shop 2,172 2,288 2,172 2,288 3,757 100 95 Chrow Call System 2,218 2,219 2,218 2,218 2,218 2,219 2,218 2,219	744	4 020	504	7100	80 Golf Course	6 197	12,424	6.227
185 197	440	800,1	199	2100	84 Drs Shore	2 208	2 722	514
185 100	223	677	7	7100	of Pro Silop	312	328	16
185 (20) 7100 99 Prop Maint Rsv 45,083 45,	56	31	c	1100	85 Comm Call System	210	320	
3757 (10) 7100 99 Prop Maint Rsv 45,083 45,093 45	205	185	(20)	7100	90 Snow Reserve	2,218	2,218	
965 20 7100 93 Contig Rsv 10,382 <td>3.767</td> <td>3.757</td> <td>(10)</td> <td>7100</td> <td>92 Prop Maint Rsv</td> <td>45,083</td> <td>45,083</td> <td>0</td>	3.767	3.757	(10)	7100	92 Prop Maint Rsv	45,083	45,083	0
1,283 10 7100 95 Repl Rsv 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,397 15,50 3,130 4,150 4,130 4,	845	865	20	7100	93 Conta Rsv	10,382	10,382	0
263 263 7100 98 Safary Adjustment 0 3,150 43,565 (147) TOTAL COMMUNITY FACILITIES 509,786 523,026 4,265 (14308) 7600 10 Administration 59,280 62,480 4,948 8 7600 42 Special Projects 2,39 62,480 0 7600 42 Special Projects 2,152 2,394 194 (29) 7600 42 Special Projects 2,152 2,394 1,63 (87) 7600 52 After Hours 1,280 1,361 0 1,163 (87) 7600 52 After Hours 1,381 0 0 0 7600 52 After Hours 1,334 0 0 0 0 7600 52 After Hours 1,344 1,109 1,109 1 7600 57 Appliance Maint 0 1,109 1,109 0 7600 57 Appliance Maint 1,109 1,109 1 1,349 7600	1 273	1 283	10	7100	95 Repl Rsv	15,397	15,397	
43,565 (147) TOTAL COMMUNITY FACILITIES 509,786 523,026 6,203 (1,308) 7600 10 Administration 67,390 62,480 4,948 7600 10 Administration 59,280 59,386 0 7600 42 Special Projects 297 2,394 194 (29) 7600 42 Special Projects 2,152 2,334 194 (29) 7600 50 Janitorial 2,152 2,334 4,163 (87) 7600 52 Alter Hours 1,361 1,361 0 7600 52 Pulumbing Maint (334) 0 0 0 7600 55 Puliding Maint (334) 0 0 0 7600 57 Appliance Maint (74) 1,109 14,723 (1,349) TOTAL MUTUAL OPERATING 1,324,892 1,197,225 (1 106,012 (6,875) (16,554) INCOME/DEFICIT (62,607) (7,526) (7	0	263	263	7100	98 Salary Adjustment	0	3,150	3,150
5,203 (1,308) 7600 Administration 67,390 62,480 4,948 8 7600 41 Grounds 59,280 59,280 59,280 194 (29) 7600 42 Special Projects 2,152 2,394 194 (29) 7600 44 Community Services 2,152 2,394 194 (29) 7600 44 Community Services 2,152 2,394 118 (30) 7600 52 Affer Hows 50,000 1,280 1,361 118 (30) 7600 52 Affer Hows 6,341 0 0 0 7600 54 Plumbing Maint (31) (32) 6,341 0 0 7600 55 Building Maint (37) 0 1,109 0 7600 55 Appliance Maint 0 (37) 0 0 7600 57 Appliance Maint 10 1,109 14,723 (1,349) TOTAL EXPENSES 1,324,892 1,197,225 106,012 (5,554)<	40 740	12 565	(147)		TOTAL COMMINITY FACILITIES	509.786	523.026	13.240
5,203 (1,308) 7600 10 Administration 62,480 62,480 4,948 7600 10 Administration 59,280 59,398 0 7600 42 Special Projects 297 0 194 (29) 7600 44 Community Services 2,152 2,394 194 (29) 7600 44 Community Services 2,152 2,394 4,163 (87) 7600 50 Janitorial 1,280 1,361 118 (37) 7600 54 Plumbing Maint 0 1,380 1,361 0 7600 55 Building Maint 0 (37) 0 0 0 7600 55 Building Maint 0 (37) 0 0 0 7600 55 Building Maint 0 7600 55 Building Maint 1,109 0 7600 57 Appliance Maint 10 1,109 14,723 (1,349) TOTAL EXPENSES 1,1324,892 1,197,225 106,012 (26,359)	43,712	43,303	(141)					
5,203 (1,308) 7600 10 Administration 67,390 62,480 4,948 8 7600 42 Special Projects 297 0 194 (29) 7600 42 Special Projects 2,152 2,394 4,163 (87) 7600 40 Lanitorial 2,152 2,394 4,163 (87) 7600 50 Janitorial 1,280 1,361 118 (30) 7600 52 After Hours (334) 0 0 7600 55 Building Maint 0 0 0 7600 55 Building Maint 0 0 0 7600 57 Appliance Maint (74) 0 0 7600 57 Appliance Maint 0 1,109 97 97 7600 100 Salary Adjustment 180,954 176,742 106,012 (26,359) TOTAL EXPENSES 1,197,225 (1 106,012 (16,554) INCOME/DEFICIT (6,875) (7,526) (7,526) (7,526)					MUTUAL OPERATING			
4,948 8 7600 41 Grounds 59,280 59,388 0 7600 42 Special Projects 2,394 50,300 50,300 194 (29) 7600 42 Special Projects 2,384 51,300 50,000 4,163 (87) 7600 52 After Hours 1,361 1,361 1,361 118 (30) 7600 55 Building Maint 0 1,360 1,361 0 7600 55 Building Maint 0 65 Hourding Maint 0 1,340 0 7600 57 Appliance Maint (74) 1,109 0 7600 57 Appliance Maint 0 1,109 0 7600 57 Appliance Maint 180,954 176,742 14,723 (1,349) TOTAL MUTUAL OPERATING 1,324,892 1,197,225 106,012 (6,875) (16,554) 1NCOME/DEFICIT (6,875) (7,526)	6,511	5,203	(1,308)	2600	10 Administration	67,390	62,480	(4,910)
194 (29) 7600 42 Special Projects 194 (29) 7600 44 Community Services 194 (29) 7600 44 Community Services 194 (29) 7600 44 Community Services 1,18 (30) 7600 55 After Hours 1,18 (30) 7600 55 Building Maint 0 0 7600 55 Building Maint 0 0 7600 55 Building Maint 0 0 7600 55 HVAC 0 0 7600 55 HVAC 100 Salary Adjustment 14,723 (1,349) TOTAL MUTUAL OPERATING 1,324,892 1,197,225 (1,97,225) 1,66,012 (26,359) TOTAL EXPENSES 1,06,012 (16,554) INCOME/DEFICIT (62,607) (7,526) (1,6526)	4,940	4,948	8	7600	41 Grounds	59,280	59,398	118
194 (29) 7600 44 Community Services 2,152 2,394 4,163 (87) 7600 50 Janitorial 51,000 50,000 118 (30) 7600 52 After Hours 1,381 1,361 0 7600 55 Building Maint 0 1,381 0 0 7600 55 Building Maint 0 0 0 7600 57 Appliance Maint 0 1,109 0 7600 57 Appliance Maint 0 1,109 14,723 (1,349) 100 Salary Adjustment 180,954 176,742 106,012 (26,359) TOTAL EXPENSES 1,324,892 1,197,225 106,012 (16,554) INCOME/DEFICIT (62,607) (7,526)	0	0	0	7600	42 Special Projects	297	0	(297)
4,163 (87) 7600 50 Janitorial 51,000 50,000 118 (30) 7600 52 After Hours 1,361 0 7600 54 Plumbing Maint 0 0 7600 55 Building Maint 0 0 7600 55 Building Maint 0 0 7600 55 HVAC 0 7600 57 Appliance Maint 0 14,723 7600 100 Salary Adjustment 180,954 176,742 106,012 (26,359) TOTAL EXPENSES 1,197,225 (1 106,012 (6,875) (16,554) INCOME/DEFICIT (62,607) (7,526) (1	223	194	(29)	7600	44 Community Services	2,152	2,394	242
118 (30) 7600 52 After Hours 1,280 1,361 0 7600 55 Building Maint 0 0 0 7600 55 Building Maint 0 0 0 7600 56 HVAC 0 0 0 7600 57 Appliance Maint 0 1,109 97 97 7600 100 Salary Adjustment 180,954 176,742 14,723 (1,349) TOTAL MUTUAL OPERATING 1,324,892 1,197,225 106,012 (26,359) TOTAL EXPENSES (6,875) (16,554) INCOME/DEFICIT	4.250	4.163	(87)	7600	50 Janitorial	51,000	20,000	(1,000)
0 7600 54 Plumbing Maint 0 0 7600 55 Building Maint 0 0 7600 55 Building Maint 0 0 7600 57 Appliance Maint 0 97 97 7600 100 Salary Adjustment 14,723 11,349 TOTAL MUTUAL OPERATING 180,954 176,742 106,012 (26,359) TOTAL EXPENSES 1,197,225 (1,197,225 106,012 (16,554) INCOME/DEFICIT (62,607) (7,526)	148	118	(30)	7600	52 After Hours	1,280	1,361	81
0 0 7600 55 Building Maint 0 0 0 0 7600 56 HVAC 0 0 7600 57 Appliance Maint 97 7600 100 Salary Adjustment 14,723 (1,349) TOTAL MUTUAL OPERATING 106,012 (26,359) TOTAL EXPENSES (6,875) (16,554) INCOME/DEFICIT (6,875) (16,554)	0	0	0	7600	54 Plumbing Maint	(334)	0	33
0 7600 56 HVAC 0 7600 57 Appliance Maint 97 7600 100 Salary Adjustment 14,723 (1,349) 106,012 (26,359) 106,012 (26,354) 106,012 (6,875) (6,875) (16,554)	0	0	0	7600	55 Building Maint	0	0	0
0 7600 57 Appliance Maint 0 1,109 97 7600 100 Salary Adjustment 0 1,109 14,723 (1,349) TOTAL MUTUAL OPERATING 180,954 176,742 106,012 (26,359) TOTAL EXPENSES (1,197,225 (1 (6,875) (16,554) INCOME/DEFICIT (62,607) (7,526) (0	0	0	7600	56 HVAC	(37)	0	37
97 97 7600 100 Salary Adjustment 0 1,109 14,723 (1,349) TOTAL MUTUAL OPERATING 180,954 176,742 106,012 (26,359) TOTAL EXPENSES (1,197,225 (1 (6,875) (16,554) INCOME/DEFICIT (62,607) (7,526) (6,875)	0	0	0	7600	57 Appliance Maint	(74)	0	74
14,723 (1,349) TOTAL MUTUAL OPERATING 180,954 176,742 106,012 (26,359) TOTAL EXPENSES 1,197,225 (1 (6,875) (16,554) INCOME/DEFICIT (62,607) (7,526) (1	0	97	26	2600	100 Salary Adjustment	0	1,109	1,109
14,723 (1,349) IOIAL MUIUAL OPERALING 106,012 (26,359) TOTAL EXPENSES (1,197,225 (1,197,225 (1,16,554) (16,554) (16,554) (16,554) (16,554) (16,554)						190 064	247 374	10 01
106,012 (26,359) TOTAL EXPENSES 1,324,892 1,197,225 (6,875) (16,554) INCOME/DEFICIT (62,607) (7,526)	16,072	14,723	(1,349)		TOTAL MUTUAL OPERATING	180,954	1/0,/42	(4,214
106,012 (26,359) TOTAL EXPENSES 1,324,892 1,197,225 (6,875) (16,554) INCOME/DEFICIT (7,526)								
(6,875) (16,554) INCOME/DEFICIT (62,607) (7,526)	132,371	106,012	(26,359)		TOTAL EXPENSES	1,324,892	1,197,225	(127,667
	(93 429)	(6.875)	(16.554)		INCOME/DEFICIT	(62,607)	(7,526)	(55,081
Million and an arrangement of the control of the co	(071(07)	(ainta)	(natar)					

MUTUAL 19B CASH INVESTMENTS December 31, 2021

	INSTITUTION	YIELD RATE	PAR	MATURITY DATE	REPLACEMENT RESERVE	MAINTENANCE RESERVE	INS DEDUCTIBLE RESERVE	отнев	TOTAL
UNALLOC	UNALLOCATED FUNDS:								
	BANK OF AMERICA							9,974.77	9,974.77
MONEY MARKET JOHN AXOS	IARKET JOHN MARSHALL BANK AXOS BANK	0.50%						10,115.34	10,115.34
ALLOCAT	ALLOCATED FUNDS:								
	MONEY MARKETS JOHN MARSHALL BANK AXOS BANK PACIFIC NATIONAL BANK	0.50% 0.05% 0.55%			32,537.01 19,287.82	72,755.52 5,877.91 151,075.43	4,320.23 5,973.93 17,500.73		77,075.75 44,388.85 187,863.98
	CERTIFICATES OF DEPOSIT								
100042 100037 100024 100033 100034 100040 100044 100044 100044	PRIMIS BANK GATEWAY FIRST BANK BANK OZK FIRST INTERNET BANK CONGRESSIONAL BANK SANDY SPRING BANK CONGRESSIONAL BANK GATEWAY FIRST BANK CAPITAL BANK CAPITAL BANK CAPITAL BANK CAPITAL BANK FRESIDENTIAL BANK PRESIDENTIAL BANK FRESIDENTIAL BANK FRESIDENTIAL BANK CATHAY BANK FIRST INTERNET BANK	0.50% 0.99% 0.75% 0.35% 1.29% 1.00% 0.35% 0.35% 0.00% 0.45%	155,660.64 105,926.82 155,357.73 95,000.00 105,668.10 53,210.81 127,308.17 111,070.54 151,284.98 100,000.00 150,000.00	03/24/2022 05/20/2022 07/17/2022 09/18/2022 10/18/2022 02/10/2023 05/01/2023 10/05/2023 10/15/2023 09/12/12023 09/14/2024	155,660.64 108,679.44 157,557.22 95,000.00 108,89.72 55,327.02 127,308.17 112,555.58 151,284.98 100,000.00 150,000.00 150,000.00 154,728.44			7,045.17	155,660.64 108,679.44 157,557.22 95,000.00 108,889.72 55,327.02 127,308.17 112,555.58 151,284.98 100,000.00 166,709.57 150,000.00
TOTAL					1,841,362.11	226,827.19	27,794.89	67,192.20	2,163,176.39



Community Report

January 2022

January 11, 2022

Upcoming Office Closures:

- January
 I7— MLK
 Holiday
- February 21— President's Day

HR Corner

In the month of December, there were I new hire and 4 terminations.

LWMC has the following open positions:

- Assistant
 Director, HR
 (HR)
- Maintenance Technician
- Property
 Manager
 (20B)
- Sanitation
 Driver (PPD)
- Chief
 Financial
 Officer
- Graphic Designer
- Evening
 Maintenance
 Technician
- Security
 Guard

Community Financials

Financial statements for the period ending December 31, 2021, will be published the week of 1/17/2022.

As of November 30, 2021, year-to-date, net operating expenses were \$212,000 under budget.

Property Transfers

In the month of December, there were 34 property transfers, which totaled \$172,500 in transfer fees.

In 2021, there were a total of 448 property transfers, which totaled \$2,075,700 in transfer fees.

Update: Gate Access Project

The new RFID readers and appropriate settings have been installed at all 3 of our gates. Transition to testing among the larger beta test group (approximately I20 residents) is anticipated to begin with RFID installations throughout January. Unfortunately, COVID infections are playing a role in the availability of staff to install the RFID on vehicles; however, all of the beta testers will be contacted via email to schedule RFID installation. The RFID will be installed with tape, tested to ensure the location is appropriate prior to be permanently affixed.

Insurance Reserve Consideration

The General Manager is preparing to discuss the commencement of an insurance reserve fund which would be utilized to subsidize deductible payments for Mutuals upon request. The up to \$50,000 deductible has the potential to cause financial strain on Mutuals and this fund could provide the cushion necessary to lighten the load. Utilizing a portion of the PPP funds received in May 2020 to fund the initial contribution is a topic of discussion. Please note, as of November 30, 2021, the available balance of PPP funds is \$2,552,775.00.

Trust Replacement Reserve Study

Facility data information provided for DMA review including construction drawings, quantity counts, equipment lists, etc. DMA site visits to be scheduled and completed over the next two weeks – weather dependent.

Civil Engineering Services Contract Report

Stantec to provide SWM evaluation survey proposal for comparison with O'Connell & Lawrence proposal with results to supplement DMA Reserve Study. Gleneagles Drive culvert condition evaluation and replacement cost estimate has been completed by O&L.

Project Status Updates

Clubhouse I Status Report

Recent seasonal weather has impacted progress on footings and foundations. The site must dry outbefore excavation begins. Submittals and progress meetings are on schedule.

Admin Building - Construction Cost Update

Permits require additional consultant work and submittals for County approval on Stormwater Management, Sediment Control, Floodplain Report, and Site Lighting. Utility agreements and easements need to be finalized and recorded.