LEISURE WORLD OF MARYLAND

REGULAR MEETING - BOARD OF DIRECTORS

COUNCIL OF UNIT OWNERS OF MUTUAL 19B –
CONDOMINIUM OF ROSSMOOR, INC.
WEDNESDAY, February 28, 2024 – 1:00 P.M.
SULLIVAN ROOM and VIA ZOOM

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, Hawthorne, Bonn, Farnworth)-
- 2. Approval of the Agenda-
- 3. Approval of Minutes January 31, 2024, Board Meeting Minutes (Attached)---- 1-4
- 4. Unit Owners and Residents Open Forum-
- 5. Treasurer's Report-(Attached)----5
 - a. Invoice Approval (Attached)-----6-10
 - b. CD resolution
- 6. Management Report
 - a. Community Report-(Attached) -----11-12
 - b. Work requested -(Attached)----13
 - Proposal: McFall and Berry #11955-(Attached)—14-15
 - d. Ratify AWM Res#97 2/5/2024 (Attached)------16
- 7. Old Business
 - a. Submeter project updates and reports from the committee
 - b. Amicus Elevator reinspection and new inspections
 - c. Roof Replacement- recommended for- Bldg. 88 & 89
- 8. New Business
 - a. Audit Situation-
 - b. Mutual 19B Newsletter
 - c. Rules and Regulations update
 - d. Paint touch up (Walls/brick) B.92-Rita Mastrorocco
 - e. Building Rep Responsibilities / communication
 - f. Possibility of changing our Board Meetings to a different day of the week
- 9. Correspondence-
- 10. Leisure World Board of Directors and Advisory Committee Reports
- 11. Building Representatives-
- 12. Monthly Meeting Date Wednesday, March 27, 2024 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 JANUARY 31, 2024

Res.# 100-108

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, January 31, 2024, at 1:00 p.m. in the Sullivan room.

Directors Present:

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

Gervais, Treasurer; Rita Mastrorocco, Secretary (via zoom); Don

Bonn, Director, Arsenetta Hawthorne, Director (via zoom).

Director's Absent:

None

Management:

Nancy Sprinkle, Senior Property Manager, Danesca Pineda.

Administrative Coordinator

Visitors: In Sullivan room: Charlie Middleton, Laurie Farnsworth, Virgina Austin, Jane

Gervais, Jean McCloskey for Jean Eidman,

Via Zoom:

Ken Sorkin, ALS 2 Interpreters, Dennis Hawkins, Beverly Wright,

JoAnn Grant,

- 1. Call to Order Mr. Benefiel called the meeting to order at 1:01pm.
- 2. Approval of the Agenda The agenda was approved, as presented.
- 3. Approval of the Regular Board Meeting Minutes The November 29, 2023, Regular Board meeting minutes were approved as presented.
- 4. Unit Owner's and Resident's Open Forum
 - -Time was provided for residents/unit owners to discuss items not included on the agenda.
- 5. Treasurer's Report The treasurer's report was presented and was distributed for the Board review. The Board approved the treasurer's report as presented.

A. Invoices approval:

- Upon motion duly made, the Board agreed,

To approve payment of the following invoices:



REGULAR MEETING – BOARD OF DIRECTORS

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- 5. Treasurer's Report The treasurer's report was presented and was distributed for the Board review. The Board approved the treasurer's report as presented.

A. Invoices approval:

- Upon motion duly made, the Board agreed,

To approve payment of the following invoices:

| INVOICE AMOUNT: | VENDOR INVOICE # DESCRIPTION |
|-----------------|--|
| \$3,500.00 | ETC Invoice #23-41830- Service provided includes a site visit on Dec 15, 2023, and issuance of roof evaluation report. Dated: 1-15-2024. |
| \$3,958.00 | <u>USI Insurance Service LLC Invoice #4876739-</u> Travelers casualty & Surety Co of Amer policy No. 105634437. Renewal- Crime, policy period 1-1-2024-01-01-2025. Dated: 12/22/2023. |
| \$2,550.00 | Gross Mendelsohn Invoice #411670- Final billing in connection with the audit of the financial statement and related tax return preparation for the year ended December 31, 2022. Dated: 12/29/2023. |
| \$2,965.62 | McFall and Berry Invoice #224618 B. 90 and 91-right side of b.90, supply & install 27' or ADS pipe for 2 downspouts and rear of B. 91, supply & install 91' of ADS pipe for 6 downspouts to channel water away from B. to existing drains. Dated: 11/3/2023. |
| \$1,190.00 | McFall and Berry Invoice #224343- Building 91-grade and seed repairadd soil, grade, and pack thoroughly, apply seed and curlex. Dated: 11/29/2023. |
| \$6,367.00 | <u>Dynalectric Invoice #50869-</u> Annual fire alarm test including sprinkler test. Dated: 1/2/2024. |
| \$1,674.96 | <u>Dynalectric Invoice #49031-</u> Call for trouble alarm from Mike Benefiel, responded to site and found two active attic heat detectors. Upon further research it was found that two one-time heat detectors had gone off. Dated: 12/26/2023. |
| \$925.00 | AEC-Amicus Elevator Consultants Invoice #855-15310 Beaverbrook CtReinspection for the deficiency list. Dated: 2/10/2023. |
| \$925.00 | AEC-Amicus Elevator Consultants Invoice #854-15300 Beaverbrook CtReinspection for the deficiency list. Dated: 2/10/2023. |
| \$1,595.00 | AEC-Amicus Elevator Consultants Invoice #851- 15211 Elkridge Way System evaluation report, issue deficiency list. Dated: 11/26/2023 |
| \$1,595.00 | AEC-Amicus Elevator Consultants Invoice #852- 15301 Beaverbrook Ct. System evaluation report, issue deficiency list. Dated: 11/26/2023 |
| \$1,595.00 | AEC-Amicus Elevator Consultants Invoice #850- 15201 Elkridge way, System evaluation report, issue deficiency list. Dated: 11/26/2023 |
| \$1,975.00 | <u>Dynalectric Invoice #50254-</u> 15301 Beaverbrook Ct. replace 1 ½ OS & Y valve and associated fitting in b. 92. Dated: 11/0/2023. |
| \$1,419.00 | <u>Dynalectric Invoice #50765-</u> 15201 Elkridge Way performed annual fire extinguisher inspection. Report sent to customer and office with deficiency noted. Dated: 12/15/2023. |
| \$1,990.00 | <u>Dynalectric Invoice # 50573-</u> 15201 Elkridge way replace 1 21/2" OS & Y Valve in main trash room and associated fitting. Dated: 12/7/2023. |

| \$21,67 | 1. | 1 | 0 |
|---------|----|---|---|
|---------|----|---|---|

<u>Jiffy Plumbing and Heating Invoice #0000326265</u>- Replaced 3 backflow preventors at 15301 Beaverbrook Ct, 15311 Beaverbrook Ct, and 15210 Elkridge Way. Dated: 1/18/2023.

Resolution #100 1/31/2024

B. CD Resolution-

- Upon motion duly made, the Board agreed,

To authorize the Leisure World Accounting Staff to purchase a T-Note or CD with the entire proceeds of the Paramount Bank 4.73% CD that matures on February 21, 2024, plus any interest earned at the best available rate for 36 months.

Resolution #101 1/31/2024

6. <u>Management Report-</u>

- A. Community Report- The community report was included in the board packets for review. Ms. Sprinkle addressed all questions.
- B. Proposals:

1.McFall and Berry #L24020AA

Upon motion duly made the Board agreed,
 To approve the McFall and Berry proposal #L24020AA dated 11/14/2023 in the amount of \$2,920.00 for 2024 recommendations and approval of payment upon receiving the invoices.

Resolution #102 1/31/2024

- 2. PPD Sump Pump replacement in B. 92 under elevator:
- -Upon motion duly made the Board agreed,

To approve PPD proposal for 15301 Beaverbrook Ct. (b.92) in the amount of \$4,600.00 to replace non-working sump pump with a new oil guard sump pump with an alarm to indicate if pump is working properly.

Resolution #103 1/31/2024

- C. Ratify AWM Res # 95, 96 and 97-
- Upon motion duly made the Board agreed,

To ratify Action Without Meeting Resolutions #95, 96 and 97. Documents attached for board members to review again if needed.

Resolution #95, #96 12/7/2023 and Res #97 12/11/2023

- D. ABM-94-3B Bruce:
- Upon motion duly made, the Board agreed,
 To approve the ABM submitted by 94-3B Bruce for

replacement of kitchen cabinets.

Resolution #104 1/31/2024

- 7. Old Business
 - A. Submeter project- updates and report from the committee- Mr. Don Bonn provided updates.
 - B. Amicus Elevator reinspection and new inspections-
 - C. Roof Replacement B. 88 & 89
 - D. Vacancy on Board-
 - Upon motion duly made, the Board agreed,

To appoint Ms. Laurie Farnsworth 89-3J to fulfill Mr. Clayton Lewis position, serving on the board as a director until the annual meeting in May 2024 when Mr. Lewis position expires.

Resolution #105 1/31/2024

- E. Smoke detector replacement update- waiting on a response from PPD.
- F. Dryer Vent cleaning dates: Feb 19- March 21, 2024-Flyer attached for all board members to have for their information.
- 8. New Business -
 - A. Infestation Control renewal notice-
 - Upon motion duly made the Board agreed,

To approve the Infestation Control renewal notice in the amount of \$685.00 for 15210 Elkridge Way annual termite warranty.

Resolution #106 1/31/2024

- 9. <u>Correspondence</u>- 92-1D-were included in the agenda packet for all board members to review/read.
 - Upon motion duly made the Board agreed,

To pay for the work done in 92-1D in the amount of \$85 and \$192, total of \$277.00 mutual assistant will investigate if the payment needs to be made to PPD or the unit owner and pay/reimburse accordingly.

Resolution #108 1/31/2024

- 10. <u>Leisure World Board of Directors and Advisory Committee Reports-</u> Mr. Dunn shared some valuable information with the board members and residents at the meeting.
- 11. Building Representatives- None
- 12. Monthly Meeting Date: Wednesday February 28, 2024, at 1:00 pm-
- 13. Meeting adjourned at:4:17 pm

Rita M. Mastrorocco, Secretary

Treasurer Report - For Statements Received From LWMC on 2/22/24

| <u>Cash Activity</u> <u>Report</u> | | | Net Operating Expenses | | |
|---------------------------------------|----------------|----------------|---------------------------|--|------------|
| As of Jan 31, 2024 | | | January | and the same of th | |
| Balance Forward | \$215,610.47 | | \$26,000.00 | Favorable To Budget | |
| Receipts | \$166,426.18 | | Year To Date | A-FT | |
| Disbursements | -\$156,328.41 | | \$26,000.00 | Favorable To Budget | |
| Cash Balance | \$225,708.24 | | | | |
| 0.11 | | | i sk-gara a a - | | |
| Cash Investments | | | Reserve Expenditures | <u>Transfer To</u> <u>Reserves</u> | |
| _ | As of 1/31/24 | As of 1/1/24 | Year To Date | Year To Date | |
| Replacement Reserve | \$1,784,499.29 | \$1,786,741.13 | \$21,671.00 | | |
| Maintenance Reserve | \$231,729.07 | \$227,380.49 | \$522.00 | | |
| Insurance Reserve | \$5,092.14 | \$891.67 | \$0.00 | | |
| Checking/ Money Market | \$237,061.46 | \$209,248.50 | | | |
| Totals | \$2,258,381.96 | \$2,224,261.79 | \$22,193.00 | \$28,500.00 | |
| | | Delinque | nt Report As Of 2 | 2/16/24 | |
| | Amount | Current | 30 Days | 60 Days | 90 Days |
| Totals | \$14,256.02 | \$6,305.35 | \$1,344.00 | \$1,462.27 | \$5,144.40 |
| | | | | | |

| MONTHLY MARIANCE MICOME | 3701 Rossmoor Blvd. Silver Spring MD 20 | | | | 01/31/2024 | | | |
|--|--|-------------------|-------------------|--------------|---|--------------------|---------------|----------|
| NOOMFILY MOONFILY MOONFILY MOONFILY MOONFILY MOONFILY MOONFILY MOONFILY MOONFILY MOONFILY Mosessments MOONFILY Mosessments MOONFILY Mosessments MoonFile | | 906 | | | | | | |
| 156,237 | CURRENT PERIOD ACTUAL | MONTHLY BUDGET | VARIANCE | | | YTD ACTUAL | YTD BUDGET | VARIANCE |
| 156.237 10 Assessments 156.237 156.237 156.237 151.0 1 | | | | | INCOME | | | |
| 120 120 121 121 121 122 123 | 156,237 | 156,237 | 2.334 | 5110 | Assessments Interest Income | 156,237 5,540 | 3.206 | 2.334 |
| 133.295 22.295 Transfers From Funded Reserve 22.193 133.295 22.295 ToTAL INCOME 133.295 22.295 TOTAL INCOME 153.295 10.00 Transfers To Funded Reserve 155,590 155.39 | 120 | 0 | 120 | 5114 | Late Fees | 120 | 0 | 120 |
| 133,295 | 22,193 (28,500) | 0 (26,148) | 22,193 (2,352) | 5200 5800 | Transfers From Funded Reserve Transfers To Funded Reserves | 22,193 (28,500) | (26,148) | 22,193 |
| 114 | 155,590 | 133,295 | 22,295 | | TOTAL INCOME | 155,590 | 133,295 | 22,295 |
| 7,553 0 6112 Common Ownership Fee 7,553 0 6118 01 Insurance Property 7,553 0 6118 01 Insurance Property 0 7,553 0 6118 01 Insurance Property 0 7 125 6138 Interpreter 0 125 6138 Interpreter 0 125 6138 Interpreter 0 1918 01 Interpreter 0 1,912 0 0 6204 01 Bldg. Maint #1 0 0 0 6204 01 Bldg. Maint #1 0 0 0 6204 02 Elevator Overtime 0 1,912 0 0 6204 02 Elevator Overtime 0 0 6204 03 Elevator Overtime 0 0 6204 03 Elevator Overtime 0 0 6204 03 Elevator Overtime 0 0 0 6204 03 Elevator Overtime 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 | | | | | ADMINISTRATIVE EXPENSES | | | |
| 7,553 0 6118 OI Insurance Property 7,553 2,94 (30) 6118 Oil Insurance Fidelity 330 0 (30) 6125 Interpreter 0 1,25 6138 Interpreter 0 0 8,086 60 TOTAL ADMINISTRATIVE EXPENSES 8,026 2,931 2,846 6202 01 Bidg. Maint #1 0 0 (2,308) 6202 06 General Maintenance 1,912 2308 1,912 208 6204 07 Elevator Overtine 0 0 2,08 6204 07 Elevator Overtine 0 0 308 2,780 6209 0.0 Elevator Overtine 0 42 42 621 0.0 Elevator Overtine 0 42 42 621 0.0 Sprinkler FA 0 42 621 0.0 Sprinkler FA 0 0 433 621 0.0 Febrair Sprinkler FA 0 0 5,000 621 0.0 Febrair Spr | 114 | 114 | 0 | 6112 | Common Ownership Fee | 114 | 114 | 0 |
| 294 (36) 6118 O3 Interpreter (36) 6118 O3 Interpreter (36) 6118 O3 Interpreter (37) 6125 6138 Interpreter (37) 6125 6138 Interpreter (37) 6125 6138 Interpreter (37) 6125 6138 Interpreter (37) 6128 6202 6138 ENULDING EXPENSES (37) 62,308 6204 03 Elevator Contract (37) 6204 02 Elevator Overtime (2,472) 630 6204 03 Elevator Overtime (2,472) 630 6204 03 Elevator Inspections (38) 6204 03 Elevator Inspections (38) 6204 03 Elevator Inspections (38) 6204 04 6204 04 6204 05 Elevator Inspections (38) 6204 05 Elevations (38) 6204 0 | 7,553 | 7,553 | 0 | 6118 | 01 Insurance Property | 7,553 | 7,553 | 0 0 |
| 125 126 6138 Interpotation and protections 8,086 60 TOTAL ADMINISTRATIVE EXPENSES 8,026 2,931 2,846 6202 01 Bidg Maint #1 85 0 (2,308) 6202 06 General Maintenance 1,912 2,308 1,912 208 6204 02 Elevator Contract 1,912 0 208 2,308 6204 01 Elevator Overtime 1,912 0 308 2,708 6204 02 Elevator Inspections (2,472) 685 500 (185) 6209 Pest Control 0 686 686 42 2,700 6204 03 Elevator Inspections (2,472) 685 42 42 621 06 Repair Sprinker, //A 0 0 42 42 621 06 Repair Sprinker, //A 0 0 4117 417 621 07 Fire Marshil, Permit 0 0 2,000 2,000 6214 02 Grounds Landscaping 1 | 330 | 294 | (36) | 6118 | 03 Insurance Fidelity | 330 | 294 | (36) |
| 8,086 60 TOTAL ADMINISTRATIVE EXPENSES 8,026 2,931 2,846 6202 01 Bldg Maint #1 2,308 85 0 (2,308) 6202 05 General Maintenance 1,912 2,308 1,912 1,912 0 6204 01 Elevator Overtime 2,308 1,912 1,912 208 6204 01 Elevator Contract 1,912 1,912 1,912 208 2,780 6204 02 Elevator Overtime 1,912 1,912 308 2,780 6204 03 Elevator Contract 1,912 1,912 42 621 05 Sprinkler Contract 6,855 0 1,912 333 6211 06 Repair Sprinkler, F/A 0 0 0 42 621 07 Fire Marshill, Permit 0 0 0 833 6211 07 Fire Marshill, Permit 0 0 0 2,000 6714 02 Grounds Landscaping 193 0 0 3,502 6,791 | 0 | 125 | 125 | 6138 | Interpreter | 0 | i | 125 |
| 2,931 2,846 6202 01 Bidg. Maint #1 2,308 | 8,026 | 8,086 | 09 | | TOTAL ADMINISTRATIVE EXPENSES | 8,026 | 8,086 | 09 |
| 2,931 2,846 6202 01 Bidg. Maint #1 0 (2,308) 6202 06 General Maintmenance 1,912 0 6204 01 Elevator Contract 208 6204 02 Elevator Inspections 308 2,780 6204 03 Elevator Inspections 500 (185) 6209 Pest Control 42 42 42 42 6211 05 Sprinkler, F/A 117 6211 07 Fire Marshll, Permit 833 6211 10 F/A Inspections 2,000 2,000 6214 02 Grounds Landscaping 112 6224 Telephone 9,502 6,791 TOTAL BUILLDING EXPENSES 3,176 (2) 6301 99 Electric Com Area 1,073 6201 99 Electric Com Area 1,073 6301 99 Electric Master 4,302 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | | | | | BUILDING EXPENSES | | | |
| 1,912 (208 6204 01 Elevator Contract 208 6204 02 Elevator Contract 208 6204 02 Elevator Overtime 308 2,780 6204 03 Elevator Inspections 500 (185) 6209 Pest Control 333 6211 05 Sprinkler, F/A 117 6211 07 Fire Marshil, Permit 833 6211 10 F/A Inspections 2,000 6214 02 Grounds Landscaping 2,000 6214 02 Grounds Landscaping 3,176 6224 Telephone 9,502 6,791 TOTAL BUILDING EXPENSES 3,176 (2) 6301 99 Electric Com Area 1,073 6301 99 Electric Master 4,882 6301 99 Electric Master 4,882 6301 99 Electric Master 6,302 112 6303 99 Water | 95 | 2,931 | 2,846 | 6202 | 01 Bidg. Maint #1 06 General Maintenance | 2 308 | 2,931 | 2,846 |
| 208 208 6204 02 Elevator Overtime 0 308 2,780 6204 03 Elevator Inspections (2,472) 500 (185) 6209 Pest Control 685 42 6211 05 Sprinkler Contract 0 333 333 6211 06 Repair Sprinkler, F/A 0 117 6211 07 Fire Marshil, Permit 0 833 6211 10 F/A Inspections 0 2,000 6214 02 Grounds Landscaping 193 318 125 6224 Telephone 193 9,502 6,791 TOTAL BUILDING EXPENSES 2,711 9,502 6,791 TOTAL BUILDING EXPENSES 2,711 1,073 6301 98 Electric Com Area 2,711 27,944 12,662 6301 99 Electric Master 4,882 4,882 6301 99 Electric Priving Master 8,190 8,302 112 6303 99 Water | 1,912 | 1,912 | 0 0 | 6204 | Elevator | 1,912 | 1,912 | 0 |
| 308 2,780 6204 03 Elevator Inspections 685 685 6209 Pest Control 685 6209 Pest Control 685 6209 Pest Control 685 621 05 Sprinkler Contract 0 685 621 05 Sprinkler F/A 0 0 6211 07 Fire Marshil, Permit 833 6211 10 F/A Inspections 2,000 6214 02 Grounds Landscaping 125 6224 Telephone 7 Telephone 125 6224 TOTAL BUILDING EXPENSES 3,176 6,791 TOTAL BUILDING EXPENSES 3,176 6,791 TOTAL BUILCING EXPENSES 3,176 6,791 TOTAL BUILCING EXPENSES 3,178 6,791 10,73 6301 99 Electric Pr Yr CA 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water 8,302 112 6303 99 Water | 0 | 208 | 208 | 6204 | | 0 | 208 | 208 |
| 333 621 05 Sprinkler, F/A 117 117 6211 07 Fire Marshil, Permit 833 6211 07 Fire Marshil, Permit 833 6211 10 F/A Inspections 2,000 6214 02 Grounds Landscaping 125 6224 Telephone 7,791 TOTAL BUILDING EXPENSES 2,711 UTILITY EXPENSES 3,176 (2) 6301 98 Electric Com Area 1,073 6301 99 Electric Pr Yr CA 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | (2,472) | 308 | 2,780 | 6204 | | (2,472) | 308 | 2,780 |
| 333 6211 06 Repair Sprinkler, F/A 117 6211 07 Fire Marshll, Permit 833 6211 10 F/A Inspections 2,000 6214 02 Grounds Landscaping 125 6224 Telephone 9,502 6,791 TOTAL BUILDING EXPENSES 9,502 6,791 TOTAL BUILDING EXPENSES 1,073 6301 98 Electric Com Area 1,073 6301 96 Electric Pr Yr CA 27,944 12,662 6301 99 Electric Pr Yr MM 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | 000 | 900 | (183) | 6211 | 05 Sprinkler Contract | 0 | 42 | 42 |
| 117 6211 07 Fire Marshill, Permit 833 6211 10 F/A Inspections 2,000 2,000 6214 02 Grounds Landscaping 318 125 6224 Telephone 9,502 6,791 TOTAL BUILDING EXPENSES 3,176 (2) 6301 98 Electric Com Area 1,073 6301 99 Electric Master 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | 0 | 333 | 333 | 6211 | 06 Repair Sprinkler, F/A | 0 | 333 | 333 |
| 2,000 6214 02 Grounds Landscaping 318 125 6224 Telephone 318 125 6224 Telephone 9,502 6,791 TOTAL BUILDING EXPENSES 3,176 (2) 6301 98 Electric Com Area 1,073 1,073 6301 99 Electric Master 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | 0 0 | 117 | 117 | 6211 | 07 Fire Marshll, Permit | 00 | 117 | 117 |
| 9,502 6,791 TOTAL BUILDING EXPENSES 2,711 UTILITY EXPENSES 3,178 1,073 1,073 6301 98 Electric Com Area 1,073 1,073 6301 99 Electric Master 4,882 6301 99 Electric Pr Yr MM 8,302 112 6303 99 Water | | 2 000 | 2 000 | 6214 | 02 Grounds Landscaping | 00 | 2.000 | 2.000 |
| 9,502 6,791 TOTAL BUILDING EXPENSES 2,711 UTILITY EXPENSES 3,178 1,073 1,073 6301 98 Electric Com Area 1,073 1,073 6301 96 Electric Pr Yr CA 27,944 12,662 6301 99 Electric Master 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | 193 | 318 | 125 | 6224 | Telephone | | 318 | 125 |
| 3,176 (2) 6301 98 Electric Com Area 1,073 6301 96 Electric Com Area 27,944 12,662 6301 99 Electric Master 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water 6303 99 Water | 2,711 | 9,502 | 6,791 | | TOTAL BUILDING EXPENSES | 2,711 | 9,502 | 6,791 |
| 3,176 (2) 6301 98 Electric Com Area 3,178 1,073 1,073 6301 96 Electric Pr Yr CA 12,662 6301 99 Electric Master 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | | | | | UTILITY EXPENSES | | | |
| 1,073 1,073 6301 96 Electric Pr Yr CA 12,662 6301 99 Electric Master 4,882 6301 97 Electric Pr Yr MM 8,302 112 6303 99 Water | 3,178 | 3,176 | (2) | 6301 | Electric | 3,178 | 3,176 | (2) |
| 4,882 4,882 6301 99 Electric Pr Yr MM 8,302 112 6303 99 Water 8,302 | 0 00 | 1,073 | 1,073 | 6301 | Electric | 0 00 4 | 1,0/3 | 1,0/3 |
| 8,302 112 6303 99 Water | 15,282 | 27,944 | 12,662 | 6301 | Electric | 0,282 | 4,882 | 4.882 |
| | 8,190 | 8,302 | 112 | 6303 | Water | 8,190 | 8,302 | 112 |
| 26.6E0 4E.977 10.797 TOTAL HTH ITV EXPENSES 98.6E0 45.377 | 000 | | | | | | | |

| 02/22/2024 10:36 AM | | | | M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 01/31/2024 | | | |
|---|--------------------------|---------------------------------|----------------------|--|----------------------------|--------------------------|------------------------------------|
| 3701 Rossmoor Blvd. Silver Spring MD 20906 | Q | | | | | | |
| CURRENT PERIOD ACTUAL | MONTHLY BUDGET | VARIANCE | | | YTD ACTUAL | YTD BUDGET | VARIANCE |
| 0 | 167 | 167 | 6401 6403 | OTHER EXPENSES 01 Activities Bad Debt | 0 | 167 | 167 |
| 299 | 834 | 167 | | TOTAL OTHER EXPENSES | 299 | 834 | 167 |
| 38,054 | 63,799 | 25,746 | | TOTAL OPERATING EXPENSES | 38,054 | 63,799 | 25,746 |
| 21,671 247 85 190 | 0000 | (247) (247) (85) (190) | 0069 0069 0069 | RESERVE EXPENSES 12 RR Plumbing 03 MR Electrical 04 MR Drainage 12 MR Building Maint | 21,671 247 85 190 | 0000 | (21,671) (247) (85) (190) |
| 22,193 | 0 | (22,193) | | TOTAL RESERVE EXPENSES | 22,193 | 0 | (22,193) |
| 51,431 | 51,431 | 0 | 7100 | COMMUNITY FACILITIES 01 Payment | 51,431 | 51,431 | 0 |
| 51,431 | 51,431 | 0 | | TOTAL COMMUNITY FACILITIES | 51,431 | 51,431 | 0 |
| 14,680 4,963 5,527 | 14,833 4,963 5,527 | 153 | 7600 7600 7600 | MUTUAL OPERATING 01 Mut Oper-Payment 41 Grounds 50 Janitorial | 14,680 4,963 5,527 | 14,833 4,963 5,527 | 153 |
| 25,170 | 25,323 | 153 | | TOTAL MUTUAL OPERATING | 25,170 | 25,323 | 153 |
| 136,848 | (7,258) | 3,705 | | TOTAL EXPENSES INCOME/DEFICIT | 136,848 | 140,553 | 3,705 |

MUTUAL 19B CASH INVESTMENTS January 31, 2024

| | NOTITION | YIELD RATE | PAR VALUE | MATURITY DATE | REPLACEMENT RESERVE | MAINTENANCE RESERVE | INS DEDUCTIBLE RESERVE | ОТНЕК | TOTAL |
|--|---|--|---|---|---|-------------------------|---------------------------|------------|---|
| UNALLOC | UNALLOCATED FUNDS: | | | | | | | | |
| | BANK OF AMERICA | | | | | | | 225,708.24 | 225,708.24 |
| ALLOCAT | ALLOCATED FUNDS: | | | | | | | | |
| | MONEY MARKETS JOHN MARSHALL BANK PACIFIC NATIONAL BANK | 1.65% 3.99% | | | 81,867.21 58,018.62 | 40,310.37 191,693.28 | 5,037.73 54.41 | | 127,215.31 249,766.31 |
| | CERTIFICATES OF DEPOSIT | | | | | | | | |
| 100041 100051 100044 100045 | PARAMOUNT BANK FORBRIGHT BANK PRESIDENTIAL BANK CATHAY BANK FIRST INTERNET BANK | 4.73% 5.15% 0.60% 0.45% 0.80% | 168,280.93 56,716.65 150,000.00 150,000.00 | 02/21/2024 03/01/2024 09/12/2024 09/16/2024 11/14/2024 | 176,243.50 59,461.26 150,000.00 150,000.00 | | | | 176,243.50 59,461.26 150,000.00 150,000.00 154,728.44 |
| | T-NOTES | | | | | | | | |
| 100047 100048 100050 100052 100053 100054 | 3 Year T-Note | 2.875% 3.125% 4.250% 4.125% 4.625% 4.625% | 109,000 158,000 95,000 127,000 114,400 103,000 | 6/15/2025 8/15/2025 10/15/2025 11/15/2026 6/15/2026 11/15/2026 | 108,838.34 157,654.63 94,842.06 108,682.71 126,727.05 114,050.53 102,783.33 151,680.25 | | | | 108,838.34 157,654.63 94,842.06 108,682.71 126,727.05 114,050.53 102,783.33 151,680.25 |
| | DUE TO FROM: | | | | (11,078.64) | (274.58) | 0.00 | 11,353.22 | |
| TOTAL | | | | | 1,784,499.29 | 231,729.07 | 5,092.14 | 237,061.46 | 2,258,381.96 |

Community Report

February 2024

Current Staff Priorities

- Phone system status
- Waiting on state grant funding for Culvert project
- Waiting on transportation grant funding
- Year-end closing
- Weichert lease extension

Project Status Updates

Administration Building

- Pepco utility service transformer connection into the building is scheduled for early March.
 Warfel has a new source for the delayed switch gear equipment that will allow for a two-month earlier project completion.
- Additional landscape islands and sidewalk construction at the north end of the parking area will begin later in February.
- Underground stormwater structures and bio-retention dry ponds grading are in progress at the north end of the site.
- Exterior wall cladding of stone and siding is complete except for a portion of the front elevation facing the parking lot.
- Plumbing and electrical installations passed inspection thus allowing for drywall closure and finishing. Ceiling system installation to follow.
- Interior furniture and signage design is complete with delivery and installation scheduled for the end of May.

Gleneagles Drive Culvert Replacement

- Dual culvert drainage pipes were installed in early January. Road surface base is completed.
- The concrete formed head walls at each end are now complete with prior removed sidewalks and curb installations to follow with roadway reopening by the end of February.
- Seeded grass will be installed as weather conditions permit.

Security

· The Security department is fully staffed

Transportation

- Three buses are running. One is being repaired.
- Two additional grants for pedestrian safety are being explored.

Physical Properties

In January 2024:

| | ,, | | |
|---|--------------------------------|----------------------------|------------------------|
| 0 | Number of calls | 2,954 | (Dec. 2023) 2,658 |
| 0 | Labor and material revenue | \$367,563 | (Jan. 2023) \$269,677 |
| 0 | Labor and material revenue YTD | \$367,563 | (YTD 2023) \$269,677 |
| 0 | Service contracts YTD | PPD currently selling | 2024 Service Contracts |
| • | Work orders | 1,035 | (Jan. 2023) 1,045 |
| 0 | Work orders YTD | 1,035 | (YTD 2023) 1,045 |
| • | New contracts for Willson LLC | \$294,156; 37 appointments | |
| • | Open positions | 2 (I plumber, I sanita | |
| | | | |

Upcoming Events

| | Tuesday, Feb. 27, at 2 p.m., Clubhouse II | Local Travel Options |
|---|--|---------------------------|
| • | Thursday, March 7, at 2 p.m., Clubhouse II | "Broads of Broadway" |
| | Tuesday, March 12, at 7 p.m., Clubhouse II | Whim 'n Rhythm A Capella |
| • | Friday, March 15, at 2 p.m., Clubhouse II | Duo Soliste violin/piano |
| • | Sunday, March 17, at 2:30 p.m., Clubhouse II | St. Patrick's Day Concert |
| • | Tuesday, March 19, at 2 p.m., Clubhouse II | Live Healthier lecture |
| | Friday, March 22, at 5 p.m., Clubhouse I | Happy Hour with DJ Bob |
| • | Saturday, March 23, at 7 p.m., Clubhouse II | Ayanna Gregory |
| | | |

HR Corner

New Hires in January 2024:

| 0 | Brown, Alexis | Gate Guard | Security |
|---|-------------------|--------------------|-------------------------|
| • | Alston, Vicky | Gate Guard | Security |
| • | Rostran, Cristian | Vehicle Mechanic | Vehicle Maintenance |
| 0 | Hull, Stephen | Shuttle Bus Driver | Transportation Services |