

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

WEDNESDAY, July 27, 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)1-3
4.	Approval of Minutes – June 25, 2022, Board Meeting Minutes (Attachment)4-9
5.	Unit Owners and Residents Open Forum
6.	Treasurer's Report-(Attachment)10
	a. Invoice Approval (Attachment)11-14
7.	Unfinished Business –
8.	 a. Building 91 updates, including Comcast, Schindler, Minkoff, Exterior Concepts, Sentral, Dynalectric more b. Bylaws Update, special meeting of Council of Unit Owner, more(attachment)-15 c. Landscaping restoration between Buildings 90 & 91, update d. Preparing for the September "Elevator Modernization" in Building 90 New Business -
9.	a. A Bench for building 88- Mr. Barr b. Ratify: Action Without Meeting Resolution #33-(attachment)16 c. Ratify: Action Without Meeting Resolution #34-(attachment)17 d. ABM- Queen-93-2C(Attachment)18-22 e. ABM-Costa-89-3B (Attachment)23-27 f. Proposal: McFall and Berry #4806-(Attachemnt)28 g. Estate sales – forms and rules Correspondence-
	a. Iris Drimmer-15311 Beaverbrook Ct. Unit 3C-(Attachment)29
10.	Leisure World Board of Directors and Advisory Committee Reports
	Building Representatives-
12.	Monthly Meeting Date – Wednesday, August 31, 2022 – 1:00 P.M.
	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 JUNE 29, 2022

Res. 14-32

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, June 29, 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; John Barr, Director

Directors Absent:

None

Management:

Bob Kimble, General Manager, Danesca Pineda, Mutual Assistant

Visitors:

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

Maureen McCleary, Dennis Hawkins

Via Zoom: Lynne Margolies; Laurie F, Barbara Feldman; Susanne

Nabliba, Janet Lazar

- 1. <u>Call to Order</u> Mr. Benefiel called the meeting to order at 1:00 p.m.
- 2. Approval of the Agenda The agenda is approved, as amended.
- Community Report Mr. Kimble presented the June 2022 Community Report and addressed all questions asked.
- Approval of May 25, 2022, Regular Board Meeting Minutes The May 25, 2022, regular Board meeting minutes were approved as presented.
- Unit Owner's and Resident's Open Forum –
 Ms. Maureen McCleary share that the mutual Picnic may not be possible this year due to the elevator modernization taking place around the time of the picnic.
- 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. CD Activities Resolution

- Upon motion duly made, the Board agreed,

To authorize the Leisure World Accounting Staff to purchase a T-Note with the entire proceeds of the Bank of Ozarks CD that matures on July 17, 2022, plus any interest earned at the best available rate for 36 months.

Resolution #14 6/29/2022

b. INVOICES:

- Upon motion duly made, the Board agreed,

To approve payment of the following invoices:

INVOICE AMOUNT:	VENDOR INVOICE # DESCRIPTION				
\$1,300.00	DL Carpentry LLC Invoice #629624612- Install insulation R38 on the ceiling, install drywall, paint the whole ceiling at 15310 Beaverbrook Ct Unit 3A. Dated: 5/27/2022. Resolution #15 6/29/2022				
\$1,189.25	LWMC insurance claim 15211 Elkridge Way Unit 94-3J for dishwasher leak into unit 2j from 3J. Dated: 4/8/2022. Resolution #16 6/29/2022				
\$1,785.00	LWMC Invoice # 212118- Cleaned dryer vents missed on w/o 212354 per proposal \$85/unit-21 units complete-see attached checklist-units missed (all units have been called and doors tagged) 88-1h, 88-2h, 88-3k, 89-1a, 89-2h, 89-2k, 89-3c, 89-3e, 89-3g, 89-3j, 92-2d, 92-2g, 92-2j, 9-ec?, 93-3a, 93-3h, 93-3k, 94-1b, 94-1f, 94-1h, 94-2b, 94-2f, 94-3d. 55 dryer vent. Dated: 5/24/2022.				
	Resolution #17 6/29/2022				
\$2,352.00	McFall & Berry Invoice #215696- L21503AA-Early Spring Round 2, early spring; provide applications of Preem (soybean-based product) to all lawn areas. Dated: 5/24/2022.				
	Resolution #18 6/29/2022				
\$2,920.00	McFall & Berry Invoice #216172- Provide 1 application of Fiesta to all lawn areas in late spring. Provide 1 spot treatment of Fiesta to weedy areas of lawn in early summer. Dated: 6/16/2022. Resolution #19 6/29/2022				
\$3,972.80	McFall & Berry Invoice #216284- Supply & install summer annual flowers into designated beds. Summer color. Dated: 6/21/2022. Resolution #20 6/29/2022				

⁻Upon motion duly made, the Board agreed,

To request reimbursement in the amount of \$\$1,189.25 (Insurance claim) from unit owner of 15211 Elkridge Way Unit 94-3J for dishwasher leak into unit 2j from 3J.

Resolution #21 6/29/2022

7. - Unfinished Business -

- a. <u>Bldg. #91 (15210 Elkridge Way)-</u>updates, including Comcast, Schindler, more. Minkoff will clean all areas reported by Sentral Cleaning that need to be clean, once their work is complete.
- b. <u>Building 93 rat infestation update:</u> No rats/mouse problem reported.
- Bylaws Updates- Hand outs were provided to all board members for review and be ready to make a decision at next board meeting in July.
- d. Preparing for the September "Elevator Modernization in Building 90- Ms. Maureen McCleary asked Mutual Assistant to find out the dates for the installation of Anti-Slip Visual Cue Tape at Stair Treat from PPD. It needs to be done before the September modernization in building 90 and 91.

-Upon motion duly made, the Board agreed,

To provide \$500.00 per week, per unit not to exceed \$3,000.00 to assist in the relocation of those households which cannot use the stairs and must relocate during the elevator modernization project. Unit owners/residents will receive a document to sign acknowledging that any amount above the \$3,000.00 will be owner/resident responsibility.

Resolution #22 6/29/2022

8. New Business –

ABM-Gale-

-Upon motion duly made, the Board agreed,

To approve the ABM submitted by Gale at 15300 Beaverbrook Ct. Unit 3H for kitchen remodeling.

Resolution #23 6/29/2022

b. ABM-Griffin

-Upon motion duly made, the Board agreed,

To approve the ABM submitted by Griffin at 15211 Elkridge Way. Unit 3k for AC unit replacement.

Resolution #24 6/29/2022

- c. Parking sign for Visitors: States for residents o fM19B Only-Ms. Goldsborough
- Resident on back of building 88 (wooded area) c/o clogged gutters- Ms.
 Goldsborough.
- e. Ratify: AWM resolution #13:
- -Upon motion duly made, the Board agreed,

To ratify the Action Without Meeting to approve the ABM submitted by Gail and Walter Schlueter at 15301 Beaverbrook Ct. unit 92-2D to touch up paint, shelving, flooring.

Resolution #13 6/21/2022

- f. Proposals: McFall and Berry #4558, 4548, 4547, 4546, 4390, 4508
- -Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal # 4558 in the amount of \$742.00 to remove dead Oak tree and stump and replace with a Kousa Dogwood.

Resolution #25 6/29/2022

-Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal # 4548 in the amount of \$2,475.00 to Compro topsoil and seed mix-soil amendment installed.

Resolution #26 6/29/2022

-Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal # 4547 in the amount of \$2,675.00. Tree removal take down and remove large dead Oak tree leaving remaining 20" of trunk.

Resolution #27 6/29/2022

-Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal #4546 in the amount of \$3,250.00. Shrub removal-remove all declining shrubs around foundation of building.

Resolution #28 6/29/2022

-Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal #4390 in the amount of \$3,690.00 for construction damage: regrade existing clay soil with positive grade so water will flow directly to drains and keep moving. Supply and install 4 cubic yards of topsoil mix for fine grade to apply seed.

Resolution #29 6/29/2022

-Upon motion duly made, the Board agreed,

To approve McFall and Berry proposal #4508 in the amount of \$2,965.62. Right side of building 90, supply and install 27" of ADS pipe for 2 downspouts and rear of building 91, supply and install 91' of ADS pipe for 6 downspouts to channel water away from buildings to existing drains.

Resolution #30 6/29/2022

- g. Clogged AC drainpipe for units 89-1E, 2E and 3E-Mr. Dennis Hackings- All the pictures and information will be forward to PPD to give Mutual 19B a proposal to take care of the issue.
- Correspondence
 - a. Nguyen-letter request for 15311 Beaverbrook Ct. 90-2C
 - -Upon motion duly made, the Board agreed,

To approve the Kai Nguyen letter request for a 3rd resident under 50/55 years old in the Mutual 19b.

Resolution #31 6/29/2022

- c. George and Ginger Samara-letter request-
- -Upon motion duly made, the Board agreed,

To approve George and Ginger Samara reasonable payment plan for 15210 Elkridge Way 91-3G.

Resolution #32 6/29/2022

10. Leisure World Board of Directors and Advisory Committee Report-

- Mr. Dunn shared that the LWMC Board of Directors will have a meeting/election to elect the new chair on July 27, 2022.

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

- Ms. Mastrorocco reported the June 13 was the last meeting for the restaurant committee. The committee turned in their resignation to the board.
- -Mutual president asked mutual assistant to contact Lee Shield in PPD to get any suggestions/Company for gutter cleaning.
- -Mutual president asked mutual assistant to contact Advantage Green and if the still in business and ask them for a proposal for gutter cleaning for all 7 buildings.
- -Mutual president asked mutual assistant to contact Claudia Snider from Insurance claim department if she can attend our board meeting in August 2022, to provide the board an overview of insurance procedures.
- 12. Monthly Meeting Date: Wednesday July 27, 2022, at 1:00pm
- 13. Adjournment 4:21p.m.

Rita M. Mastrorocco, Secretary

Mutual 19B - July 27, 2022 - Regular Monthly Meeting (Hybrid)

Treasurer's Report

Balance Forward - 6/1/22 Total Receipts - June Total Disbursements - June Balance - 6/30/22	\$ 150,711 143,809 <u>(228,401</u> \$ 66,119).44 <u>1.40)</u>
Net Operating Expenses Year To Date - 6/30/22 Month of June - 2022	\$ 3,916 \$ 4,394	Under Budget Over Budget
Cash Investments Replacement Reserve Maintenance Reserve Insurance Deductible Reserve Other Total	6/30/22 \$1,780,677.40 243,457.72 32,867.13 81,605.42 \$2,138,607.67	1/1/22 \$1,841,362 226,827 27,795

Delinquent Report (as of July 16, 2022)

- -8 accounts (not from Bldg. #91) have charges of \$4,332.25.
- \$2,239.25 of the \$4,332.25 are for two insurance claims.
- \$1,357.00 of the \$4,332.25 are current charges from 4 accounts.
- \$736 left, \$688 from 2 > 30 days, \$30 from 2 > 60, \$18 from 3 > 90)
- -There are 6 accounts from Bldg. #91 totaling \$48,541.00.
- -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 = \$54,299.65 (\$9,602.65 down from last report)

Reserve Expenditures -	YTD 6/30/22	To Reserves YTD 6/30/22
Replacement Reserve	\$ 138,235	
Maintenance Reserve	17,969	
Insurance/Legal	0	
Total	\$ 156,204	\$117,344

07/15/2022 9:42 AM

M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 06/30/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

129.819 129.819 0 5110 Absolute 156.204 115.246 117.240 11					ACIONE		VARIANCE
129,819 0 10 Assessments 778,814 778,814 778,914 7				INCOME			
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11,837 825 Translers From Funded Reserve 166,204 1		818	5111	Interest Income	7,942	2,832	5,110
11,837 820 Transfers From Funded Reserver 156,204 110,744 110,724 111,837 825 70TAL INCOME 826,270 871,022 115 1		75	5114	Late Fees	555	0	555
(16,454)		1,001	5200	Transfers From Funded Reserve	156,204	0	156,204
11,837 825 TOTAL INCOME 826,270 671,022 11,		(1,068)	2800	Transfers To Funded Reserves	(117,344)	(110,724)	(6,620)
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480 480 6211 10 F/A Inspections 0 6211 18 Fire & Sec-General 0 6211 18 Fire & Sec-General 1,167 6214 02 Grounds Landscaping 1,167 1,167 6214 02 Grounds Landscaping 1,172 1,12		33	6211	07 Fire Marshll. Permit	0	198	198
1,167		480	6211	10 F/A Inspections	0	2.880	2.880
1,167 1,167 6214 02 Grounds Landscaping 3,768 7,002 187 0 6224 Telephone 7,521 2,547 TOTAL BUILDING EXPENSES 36,569 45,126 C,310 (190) 6301 98 Electric Com Area (669) (669) 6301 99 Electric Master (7,407) 6301 97 Electric Pr Yr MM 90,585 83,050 (1353 6301 97 Electric Pr Yr MM 90,585 83,050		0	6211	18 Fire & Sec-General	1,179	0	(1.179
7,521 2,547 ToTAL BUILDING EXPENSES 36,569 45,126 C,524 Telephone 7,521 2,547 TOTAL BUILDING EXPENSES 36,569 45,126 UTILITY EXPENSES 2,310 (190) 6301 98 Electric Com Area (669) (669) 6301 96 Electric Master (7,407) 6301 97 Electric Master (7,407) 6301 97 Electric Pr Yr MM (8,118)		1167	6214	09 Grounds Landscaning	3 768	7.002	3.234
7,521 2,547 TOTAL BUILDING EXPENSES 36,569 45,126 UTILITY EXPENSES 36,569 45,126 UTILITY EXPENSES 36,569 45,126 UTILITY EXPENSES 36,569 45,126 18,150 (190) 6301 98 Electric Com Area (669) (669) 6301 96 Electric Master (7,407) 6301 97 Electric Master (7,407) 6301 97 Electric Pr Yr MM (8,118)		01.	6000	Telephone	1 199	1 122	0
7,521 2,547 TOTAL BUILDING EXPENSES 36,569 45,126 UTILITY EXPENSES 2,310 (190) 6301 98 Electric Com Area (669) (669) 6301 96 Electric Master 10,570 (7,407) 6301 97 Electric Pr Yr MM 0 (4,014) 0 (8,014) 0 (1,353) 6301 97 Electric Pr Yr MM		0 :	4770				
2,310 (190) 6301 98 Electric Com Area (669) (669) 6301 96 Electric Pr Yr CA (7,407) 6301 99 Electric Master (7,407) 6301 97 Electric Pr Yr MM (7,353 6301 97 Electric Pr Yr MM (8,118)		2,547			36,569	45,126	8,557
(669) (669) 6301 96 Electric Conf. Afea (669) (669) 6301 99 Electric Master (7,407) 6301 97 Electric Pr Yr MM (689) (7,407) (7		1005	200	UTILITY EXPENSES	18 100	18 150	86
10,570 (7,407) 6301 99 Electric Master 1,353 6301 97 Electric Pr Yr MM 8,118		(190)	6301	98 Electric Com Area	10,122	(4.014)	(4.014
1,353 1,353 6301 97 Electric Pr Yr MM 0 8,118	10	(7,407)	6301	99 Electric Master	96,585	83,050	(13,535
		1,353	6301	97 Electric Pr Yr MM	0	8,118	8,118

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M19B COUNCIL OF UNIT OWNERS MUTUAL #19B
Mutual Revenue And Expense Statement
06/30/2022

3701 Rossmoor Blvd. Silver Spring MD 20906

(1,231) (699) 135 (280) (2,760) (227) 2,359 639 (2,800) (298) (64) (243) (4) (73,922)(2,400)(3,032)(226)(11,926) 90 (2,682)(830) VARIANCE 8,474 61,913) 1,200 (156,204)1,002 (06)(3.066)6,721 1,004 (192)YTD 60,720 (06)15,522 14,442 1,182 3,882 9,715 11,166 78,120 6,690 29,826 3,366 5,718 1,248 162 1,002 5,004 BUDGET 166,024 304,098 YTD 73,922 3,032 226 830 (1,200)14,862 15,673 1,047 190 6,642 9,715 11,393 32,626 5,782 53,999 3,066 11,926 75,761 6,051 3,664 ACTUAL 4,000 4,000 507 168,706 61,913 156,204 295,624 *TOTAL OPERATING EXPENSES TOTAL RESERVE EXPENSES FOTAL UTILITY EXPENSES FOTAL OTHER EXPENSES* 20 Education & Recreation COMMUNITY FACILITIES RESERVE EXPENSES 85 Comm Call System 53 RR Reserve Study 40 PPD Management 12 MR Building Maint OTHER EXPENSES 20 MR Dryer Vents 30 Medical Center 10 Administration 60 Transportation 05 MR Plumbing 21 Club House II 25 Food Service 03 MR Electrical 70 Street Lights 30 Golf Course 06 RR Elevator 09 MR Gutters 08 MR HVAC 15 RR Roofs 10 MR Other 22 LW News 81 Pro Shop 01 Activities Bad Debt 41 Grounds 65 Security 43 Trash 99 Water 58 TV 7100 7100 7100 7100 7100 7100 7100 7100 7100 7100 7100 6403 0069 0069 0069 0069 6900 6303 6401 (1,001)(26) 74 (9) (709) 168 (309) (483) (124) 647) (238) VARIANCE 2,890 (4,023)(669)(687) (190)145 167 167 (15)BUDGET 48,012 197 619, 3,020 1,115 561 953 208 27 MONTHLY 12,144 25,708 167 2,587 2,407 (32)647 1,861 834 CURRENT PERIOD (6) 1,356 9,254 687 124 9,103 2,645 3,054 1,619 2,099 2,412 947 5,280 1,044 808 275 28 299 667 48,711 190 1,00,1 29,731 ACTUAL

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M19B COUNCIL OF UNIT OWNERS MUTUAL #19B Mutual Revenue And Expense Statement 06/30/2022

> 3701 Rossmoor Blvd. Silver Spring MD 20906

VARIANCE	0	00	00	00	3,942	(781)		(653)	0	(2,647)	(1.848)	0	512	(414)	788	2.041	(1,632)	(355)	1,386		(2,822)	(151,332)	3,916
YTD BUDGET	1.850	23.648	5.192	8.356	3,942	273,011		34.638	30,234	0	1,134	25,500	708	0	0	0	0	0	1,386		93,600	620,709	313
YTD ACTUAL	1.850	23,648	5.192	8,356	0	273,792		35.291	30,234	2,647	2,982	25,500	196	414	(788)	(2.041)	1,632	355	0	1 1 1	96,422	822,041	4,229
2000 - 20	90 Snow Reserve	92 Prop Maint Rsv	93 Conta Rsv	95 Repl Rsv	98 Salary Adjustment	TOTAL COMMUNITY FACILITIES	MITHAL OPERATING	10 Administration	41 Grounds	42 Special Projects	44 Community Services	50 Janitorial	52 After Hours	53 Electrical Maint	54 Plumbing Maint	55 Building Maint	56 HVAC	57 Appliance Maint	100 Salary Adjustment		TOTAL MUTUAL OPERATING	TOTAL EXPENSES	INCOME/DEFICIT
	-				7100			7600	7600	2009	7600	7600	7600	2600	7600	7600	7600	7600	2600				
VARIANCE	0	0	0	0	657	(1,786)		(759)	0	(271)	(378)	0	55	(142)	(261)	253	122	(285)	231		(1,735)	(5,220)	(4,394)
BUDGET	309	3,942	865	1,392	657	45,502		5,773	5,039	0	189	4,250	118	0	0	0	0	0	231		15,600	109,114	2,723
CURRENT PERIOD ACTUAL	309	3,942	865	1,392	0	47,288		6,532	5,039	571	292	4,250	63	142	261	(253)	(122)	285	0		17,335	114,334	(1,671)

MUTUAL 19B CASH INVESTMENTS June 30, 2022

	INSTITUTION	YIELD	PAR	MATURITY DATE	REPLACEMENT RESERVE	MAINTENANCE RESERVE	INS DEDUCTIBLE RESERVE	OTHER	TOTAL
UNALLOC	UNALLOCATED FUNDS:								
	BANK OF AMERICA							66,119.06	66,119.06
MONEY MARKET JOHN AXOS PACIF	AARKET JOHN MARSHALL BANK AXOS BANK PACIFIC NATIONAL BANK	0.25% 0.05% 0.55%						3.89 0.05 19,065.03	3.89 0.05 19,065.03
ALLOCAT	ALLOCATED FUNDS:								
	MONEY MARKETS JOHN MARSHALL BANK AXOS BANK	0.25%			106,261.78	71,105.22	5,995.47		183,362.47 9,782.08
	PACIFIC NATIONAL BANK	0.55%			30,047.41	168,362.59	20,891.97		219,301.97
	CERTIFICATES OF DEPOSIT								
100037 100024 100033 100034	BANK OZK FIRST INTERNET BANK FORBRIGHT BANK SANDY SPRING BANK FORBRIGHT BANK	0.99% 0.75% 0.35% 2.13% 1.29%	155,357.73 95,000.00 105,668.10 53,210.81 127,308.17	07/17/2022 09/18/2022 10/18/2022 02/10/2023 05/01/2023	158,337.39 95,000.00 109,107.64 55,913.43 127,308.17				158,337.39 95,000.00 109,107.64 55,913,43
100038	GATEWAY FIRST BANK CAPITAL BANK	0.35%	111,070.54	08/31/2023 10/05/2023	113,121.13 151,284.98				113,121.13 151,284.98 100,000.00
100041		0.75%	165,177.88 150,000.00	01/21/2023	167,333.60				167,333.60
100045	CATHAY BANK FIRST INTERNET BANK	0.45%	150,000.00	09/16/2024	150,000.00 154,728.44				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:				3,574.61	4.00	4.00	(3,582.61)	
TOTAL					1,780,677.40	243,457.72	32,867.13	81,605.42	2,138,607.67





Community Report

Community Financials

Year to date: net operating expenses were \$151,974 over budget

Income:

\$207,706 Over budget

Expenses: Net Income: \$95,732 Under budget

\$151,974 Over budget

Period ending June 30, 2022: net operating expenses were \$122,831.00 over budget

Income:

\$56,455 over budget

Expenses:

\$ 19,266 under budget

Expense-Overhead:

\$ 85,642 over budget

Property Transfers

	Current	Month	Year-t	o-Date
	2021	2022	2021	2022
Total property transfer for June:	66	51	220	232
Total transfer contributions:	\$321,922	\$402,757	\$962,618	\$1,600,839

Gate Access

RFID installation is moving forward and has started with our first full Mutual, Vantage Point East. We have issued 139 RFIDs to date.

Trust Replacement Reserve Study

DMA's draft report was reviewed and revised by PPD facility management staff. The revised study was provided to the Leisure World Board of Directors, and Executive Committee members, and made available to LW residents on 6/17/22. DMA Reserves will present their data and process at the special Board meeting scheduled on Tuesday 7/19/22 at 2:00 PM. The LW Board Chair has requested that residents and board members submit questions or concerns via email to CommunityServices@lwmc.com. Please submit questions/comments by close of business on Monday, July 18th, so that published responses can be uploaded to the Resident website prior to the Tuesday meeting. This approach will allow for a more productive meeting to focus discussion on the funding source options.

Civil Engineering Services Contract Report

O'Connell & Lawrence, civil engineers, and their floodplain study consultants have completed design documents for approvals by the Maryland Department of the Environment and Montgomery County stormwater management and sediment control departments. The Wetlands and Waterways permit documents were submitted to MDE on June 28th. Documents for the Engineered Sediment Control Permit were uploaded to MCDPS for permit issuance on July 7th - the permit number is #288425. Documents for the Floodplain District Permit were filed with MCDPS on June 29th with a permit issued number #388538. The environmental consultant was provided drawings to file for the SNRI/FSD and FC Exemption that should be completed over the next two weeks.

The construction bid package to accompany the Gleneagles Drive culvert design drawings is being prepared so that bidding can occur in late August and construction to start in mid-to-late September. The selected contractor will also provide LWMC, for a negotiated consulting fee, a cost estimate of component replacement costs as detailed in LWMC's stormwater management replacement reserve spreadsheet. This cost information will be used to update the DMA Reserve Study which currently includes \$2 Million for this future SWM replacement work. The utility contractor will be provided County SWM device identifiers, LWMC as-built design drawings and specifications, size and quantity information, and site inspection photos of each device and component.

Project Status Update

Clubhouse 1 -

Warfel Construction continues to work over weekends to obtain DPS inspection approvals on interior construction, fire suppression, mechanical, electrical, etc. Site lighting bollard installation is complete. Landscaping installation will occur this and next week. The circular drive concrete placement began today and will be completed later this week by 7/15 weather permitting. Substantial completion has been achieved with the architect's punch list review scheduled for next week with final occupancy to follow upon County inspection approval.

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 now projected for September. Public notification signage will be installed along Leisure World Boulevard near the project site. Revised construction documents by RLPS Architects, consulting engineers, and Stantec civil engineers are complete and have been submitted to Montgomery County for review.

Energy Service Contracts

BTU Energy Advisors has reviewed our recent Pepco invoice statements for accuracy and cost adjustments. BTU initiated discussions with Shell North America regarding the wholesale account Leisure World is considering for electric energy provider going forward since Talen Energy's bankruptcy. BTU is in the process of determining charges to administer this type of account including how quickly Shell could create and enroll Leisure World's accounts in the wholesale market. BTU selected Shell as they are a very stable and credit worthy counterparty and have demonstrated to be a reliable supplier in energy provider wholesale markets.

HR Corner - New Hires in June

Employee Name	Job Title	Department Title
Asefa, Muluken	CLUBHOUSE ASSISTANT (Events)	Education and Recreation
Drymalski, Anne	RECEPTIONIST	Education and Recreation
Ferguson, Walter	ASSISTANT PROPERTY MANAGER	Mutual 17A Fairways South
Alvarado, Estela	GATE GUARD	Security
Chavez, Samuel	MAINTENANCE ASSISTANT	Vantage Point East
Arnold, Eva Maria	ADMINISTRATIVE ASSISTANT	Vantage Point West