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# The Grapevine



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## Mark Your



## Calendar

**Next Board Of Directors'  
Meeting Tuesday,  
August 18, 2015**



### **JOIN US!!!**

in the Administration Building at 9:30 a.m. All unit owners and residents are encouraged to attend all Board meetings.



Property Maintenance Committee, Thursday, August 6, at 11 AM, Administration Building



Advisory Committee August 11 in Annapolis Room in Clubhouse I at 10 am

## The President's Corner

It seems we have not communicated clearly for the past few months. When we began discussing whether or not to consider a rental policy our choice of words was poor. We must apologize to our residents who rent units. We did not mean to alarm you or make you feel that we don't want you. The opposite is true and we encourage you to participate in every aspect of the Mutual including activities, committees and being on the board.

There have been misunderstandings and miscommunications with some residents. They don't feel that we are giving enough information about maintenance issues and how we reach decisions. They wonder why things take so long. They have expressed their frustration in letters and petitions. We would like to find a way for more direct communication, and we will be working on more effective 2-way communication.

We will be developing materials to better explain condominium living and the differences between owning a single-family property and all the procedures that help our residents to navigate in our community.

**Linda ONeil**  
**301-438-3232**  
**[jimoneil007@comcast.net](mailto:jimoneil007@comcast.net)**



## Notes from the Board

Our Mutual Assistant, Renee Steward, has been out of the office since a July 4<sup>th</sup> family medical emergency. We don't know when she'll be back, so Gloria Robar and the other MA's are filling in where they can. Please have patience as the office tries to keep things going under difficult circumstances.

Survey says ... don't forget to fill out your survey on rental restrictions and return it in the postage-paid envelope. Please don't delay; it's critical that we get your feedback. The Board decided that the counting will be done by a few well-respected residents on August 17<sup>th</sup> so the results can be reported to the Board at their meeting the next day, August 18<sup>th</sup>. Stay tuned!

Responding to residents' requests, the September 15<sup>th</sup> Board meeting will be held in the evening, at 5:30pm in the Sullivan Room. We hope some of Mutual 14's 'worker bees' will be able to attend. Mark your calendars.

Mrs. O'Neil informed the Board about a recent incident in an apartment unit, where the new owner contracted to have extensive renovations done without filing an application for building modifications (ABM) as required by Mutual 14 and Leisure World. Renovations that involve moving electrical and plumbing could have serious consequences to the building's other residents. The work has been suspended until proper permits, applications, and inspections are complete.

### **Why We Require an Application for Building Maintenance (ABM) and Its Approval Before Work Begins**

The communication of information about how Mutual 14 of Rossmoor, Inc. functions has become less certain in recent years. While the Board of Directors has been concerned about this, we have had more pressing and immediate problems, but now that it is clear that there is confusion about the process that is in place to insure that modifications to units in the Mutual meet the proper standards, we need to remind everyone about the system and clarify the process. It was designed to both permit most modifications owners desire and protect the structural integrity of our buildings.

Unit Owners may do any redecorating or furnish the interior of their unit in any way they desire. The one limitation is that if structural work is planned, then an Application for Building Modification (an ABM) is required. There are several reasons for this:

(1) Our Mutual Bylaws require the Mutual to contract every year with a management agent. We use Leisure World of Maryland Corporation as our management agent and they require that licensed and bonded contractors do all construction work in Leisure World. This is to ensure that accepted professionals, who know what they are doing, do the work.

(2) LWMC also requires that the plans for structural changes be supplied to them prior to the work so they can be certain that it is structurally acceptable for the buildings and their function (this, of course, is particularly important for electrical or plumbing work as well as for the structural security of the buildings).

(3) LWMC also requires that the Board of Directors of the Mutual or its designated representative (the Property Maintenance Committee) approve the planned modification. This latter is to make sure some changes are not made that go against the policies or rules of the Mutual.

The ABM permits the Leisure World of Maryland Corporation and the Board of Directors to assess planned modifications. We attempt to move a complete ABM through the system as quickly as possible, but it must go to the PMC, then, after it is accepted, it is delivered to the Physical Properties Department (PPD) of Leisure World of Maryland Corporation. When PPD approves the ABM it is sent to the Board of Directors and, if approved (which is routine if PMC and PPD have approved the ABM), then the modification can be done.

It is important for everyone to understand that the procedure is designed to protect our property for the future.



The form describes changes that don't require an ABM. We are sorry that the system has not been clear for some, especially for newer owners that have not had time to become familiar with condominium living. We hope this note improves understanding of that system. Applications are available from PPD and from the Mutual Assistant.

### Advisory Committee



The Building Reps' next meeting will be held in the **Annapolis Room in Clubhouse I** [please note new venue] on Tuesday, August 11 at 10:00am. All interested residents are welcome to attend! Thank you, Mrs. Craft (15137 VHR), for volunteering to deliver the *LW News* to the Plaza Homes!



### Property Maintenance Committee

There's been some talk around the Mutual lately about the effectiveness of our Property Maintenance Committee. Essentially, the complaint is "why does it take so long to get anything done?!" Anyone who has worked on that committee or sat on the Board of Directors has felt the same frustration, but we believe that if residents knew more about how the process works, they might give the committee more leeway.

During the winter and spring months, the Property Maintenance Committee starts reviewing lists and requests, and making plans for the coming year. Proposals and contracts are reviewed and sent to the Board of Directors for approval. 'Special projects' are discussed and delegated to members for investigation. Need and perception, expense and budget, high-priced structural jobs and lower cost quality-of-life jobs, are all considered – and *prioritized*. We can't do – or afford - everything at once.

There are so many things that have to be done around the Mutual every year that our PMC has recently had everything put on a spreadsheet four pages long - so nothing falls through the cracks, and future committees will know what has been done and when. The committee basically administers three lists of "things to do":

- 1) Regular maintenance projects cover things like replacing smoke detector batteries, and cleaning dryer vents and gutters and downspouts. There's also work that most residents don't even know about, like inspecting the backflow preventers that maintain our water pressure, and snaking and flushing stack vents to avoid back-ups in our pipes. Most of these jobs are done annually, by PPD.
- 2) We also have many outside companies who do annual inspections and maintenance on our elevators, fire alarms, fire extinguishers, etc. Contracts must be reviewed and renewed, and work scheduled.
- 3) Then there are what are called Special Projects. Some of these jobs are repeated on a long-term schedule, like painting and carpeting. Other jobs are big, but don't have to be done again for decades, like repairing streets, sidewalks, and driveways, balconies, or storm drains. The PMC (in conjunction with PPD's Special Projects division) has to find the structural or civil engineers, welders, masons, and other professionals with the proper credentials and insurance coverage. We can't just go to "Angie's List", although *occasionally* we've been referred to small contractors who have done acceptable work.

It's important to understand that our PMC has to request proposals for every one of these jobs, submit them to the Board of Directors for authorization, then schedule and oversee the work. None of this is arranged by our Mutual Assistant or by PPD; none of this happens 'automatically'. Mutual 14 doesn't have a dedicated property manager, and our committee members don't work for the Mutual full-time, so these projects often take many months to complete. We also have little or no say over when the work begins. Once a contract is finally signed, sealed, and delivered – we have to wait in the contractor's queue.

Maybe the problem is not how long it takes to bring a project from start to finish, but how we communicate what's happening and what's planned. It's a pretty dry subject but we'll try to improve. We hope residents will



try to improve their communications skills, too, by bringing their complaints and frustrations (and compliments?) to the committee or the Board.

So what special projects have been done - or approved - so far, and how much have we spent? [Note: dollar amounts are 'rounded']

Knox Boxes (8) holding emergency keys for elevators & alarms (required by Montgomery County Fire Dept.) - \$3000

Replaced fencing around transformers - \$6,000

Park bench @ B17 stripped & treated - \$200 [& our other three park benches are being treated & stained now]

Structural inspection of 3<sup>rd</sup> floor ceilings by McKenzie Engineering – \$ n/a – waiting for report on cause of problems and suggested remedies

- Painting B14 & B15 - \$42,000 each
  - Scraping peeling pans, etching galvanized metal, & painting B16 & B17 - \$1800 each;
  - Peeling pans in B10 & B11 (just painted in 2014) are under warranty with a different contractor – waiting for their response
- Carpeting B12 & B14 - \$17,200 each
- EPDM (the rubber underlayment) B12 & B14 - \$25,000 each
- Concrete repairs to walk & stoop at 15143 Vantage Hill Rd; repairs to driveway at 15121 & 15127 Vantage Hill Rd; repairs to two catch basins sinking in middle of Glade Drive at B11 - \$9,600
- Smoke detector battery replacement, one per unit – \$17/battery
- Caulking side and front of 2<sup>nd</sup> & 3<sup>rd</sup> floor *open* balconies – \$9,500

And what's still on the drawing board?

- Helical piers (a steel shaft, similar to a large screw, to provide foundation support) to correct leaning stairwells in B14 & B17 – will hope it'll be done in 2015; waiting for building permits - \$ n/a
- Masonry repairs – will begin this year, may be done a few buildings per year depending on cost; waiting for contract - \$ n/a
- Replacing tiles in all elevators [by popular demand] – \$ n/a

The current members of the Property Maintenance Committee are: Linda ONeil [B10], Pat Leanza [B12], Hal Crisp [B13], Barbara Martin [B14], Richard Bambach [B16], and Don Emel [15129 VHR]. Any one of them would be happy to discuss your ideas or concerns, or you are welcome to attend their meetings in the Sullivan Room on the first Thursday of each month at 11:00 am.



### E & R Advisory Committee

The budget for both Clubhouses was recommended for approval by the E & R committee.

FEP update – Ms. Nicole Gerke

The Crystal Ballroom renovation is well underway.

The room is expected to be complete by the 2<sup>nd</sup> week of September.

Fitness Center

The County and Park and Planning are still looking at our proposal.

Maryland and Terrace Room

The Terrace Room will be renovated January, February and March of 2016. Then the Maryland Room, in April 2016.

Administration Building

The floor plan will be presented to Community Planning afterwards the BOD of LWCC will vote on the idea of a new Administration building.

Tennis Courts

Courts 1 & 2 were replaced. A new fence has been installed.



Courts 3 & 4 will be repainted in October or November.  
Pickle Ball now uses Court 2.

Director's Report

A Blood Drive has been proposed. We need people to volunteer to donate blood. The Red Cross has offered, if we get enough people in the blood drive, to discount by 25% future courses in CPR and First Aid.

Pool committee:

Pole wraps for the ladders and handrails will be installed. These wraps prevent the hot poles from burning, and give a better grip for safely entering or leaving the pool.

1<sup>st</sup> Sunday- and grandkids was a great success in July – lots of people brought their grands to the pool between 10 am and 3 PM. There will be 2 more 1<sup>st</sup> Sundays, for grandkids, one in August and one in September.

Fitness Center

The BOD of LWCC will most likely approve the 4 am opening.



**Personals...**

Please Welcome



- Leona O'Reilly, #2 Vantage Hill Court
- Laura Lee Pullen & Jennifer Murphy, #4 Vantage Hill Court
- Arthur & Maxine Hooker, B12-2E
- Louis [Sonny] & Mary Lou Franke, B10-1C
- Anne Marschall, B16-3A
- Ramon Martinez, B15-2C

**DID WE MISS YOUR BIRTHDAY?** Let Beth Leanza know and we will include it.

**Apologies to Nancy Nixon (B15-1C)**  
**We missed her birthday – July 1!!!**  
**Hope it was a Happy one!**

Happy Birthday

- 8/06 Agnes Glass (VHC 1A)
- 8/09 Beth Leanza (B12-1B)
- 8/15 Gerald Ungar (B12-2F)
- 8/18 Vicky McCarty (B16-1F)
- 8/20 Judy Junghans (B12-3D)

**Landscape Committee** 

We want to thank all the residents who have kept their gardens clean & tidy. We sent out 29 “friendly reminders” at the end of June and most have done what was necessary. Those who haven’t complied will be contacted again before we have it done for them. Everyone should remember that cleaning up weeds and grass, especially with all the heat and rain we’ve had this summer, is a season-long project, not a one-off.

We’d like to point out that, generally speaking, in the apartment buildings, any trees or shrubs planted in front of a brick wall are the responsibility of the Mutual. However, the rules also say [page 13, item 7] that you are responsible for maintaining everything in your planting bed if that bed has been extended from the end of the patio to in front of the a/c vents. Also, McFall & Berry will not cut the grass between your bed and your neighbor’s with their weed-whacker if your hose is in the way.



## Social Committee

Everyone had a great time at the Ice Cream Social. Sorry you missed it. Our next social will be a picnic in Vantage Hill Court on Thursday, September 17<sup>th</sup>.

I need to remind everyone that we have a cut-off date for signing up for these functions because we need time to plan and buy food. We won't take late additions for the next three functions because they are dinners. Finally, thanks to all the residents who have stepped forward to help with the socials. We have a great time but it's a lot of work. With everyone pitching in we can continue to have the best socials in Leisure World.

## Reminders & Vital Info



### **RECYCLING ISSUES** **NO STYROFOAM! – PLEASE!**

Some of us don't seem able to identify Styrofoam—I'm assuming that from the frequency with which some others of us find it in either the paper or the plastic/glass recycling bin. If it isn't down too far and I'm dressed for the job, I haul it out and throw it into the trash where it belongs. Huge packing inserts, carry out boxes, cups, all kinds of non-recyclable objects. One day this week I found no fewer than 5 Styrofoam food containers nicely lined up to form almost a top layer for the bin.

That doesn't even count the greasy pizza-boxes, flimsy clamshell containers, oily bottles and jars that are going to have to be sorted, probably by hand, apart from the usable (and saleable) part of the refuse. It costs us money and reduces the revenue that ought to help pay for the cost of recycling.

Please, people, THINK! **Styrofoam is not recyclable!** Styrofoam, plastics, and cardboard *with food on it* is not acceptable. Please put these items in regular trash.

- A Mutual 14 Neighbor

### **Avoid kitchen drain back-ups & odors:**

Unclogging drains is an all too common event, with considerable costs to the Mutual. Regular running and flushing of the garbage disposal (*whether you use it or not*) is the simplest way to avoid a clog and cure a slow-draining sink, and is the responsibility of all residents.

**Run the COLD water for 15 seconds before introducing waste, while the unit is running, and 15 seconds afterward to clear the unit.**

Maintain your disposal by regularly grinding up pieces of lemon or orange peel and ice cubes. DO NOT put the following materials into the disposal: grease & oil, egg shells & coffee grounds, potato & banana peels, onion skins, celery, bones, fruit pits, corncobs, and nut shells.

### **Hours for moving in or out of a house or an apartment** **are between 8am and 5 pm, Monday through Saturday.**

The Mutual President *may* make an exception, but *only* if you contact him in advance, *and* if you have a very special circumstance. Otherwise, if a truck turns up at the Main Gate on a Sunday it will be denied entry!



• **Washing Machine Hoses**

If your washer hoses are 10 years old or older, they are liable to burst and cause a great deal of inconvenience and damage from flooding. Better be safe than sorry. Call PPD to inspect and replace any hoses that are in bad shape.

• **Water Heater Leak Check:**

Please keep a sharp eye on your water heater. Especially check the pan under it for water. As soon as it shows signs of leaking, it is imperative that it be replaced immediately.

Here is a useful tip: Place a small post-it note, with the words "Check Water Heater Pan" on it, next to the clothes dryer switch (knob). Every time you turn on your dryer, you'll see the post-it note, and look into the water heater pan for a sign of water.



**IN MEMORIAM**



**M14 ONLINE:**  
**Contact the Mutual with our e-mail address:** [M14@mutual-14.org](mailto:M14@mutual-14.org)

**Web Site:** [www.mutual-14.org](http://www.mutual-14.org)  
<http://www.lwmc.com>

The LWCC Executive Board meets Friday, (10 days before the LWCC Board) at 9:30 am in Clubhouse I.

The LWCC Board meets on the last Tuesday of each month at 9:30 am in Clubhouse I.

**Tune in to Channel 974 EVERY day at 4PM and 7PM**

to see either the Executive Board meeting OR the LWCC (full) Board of Directors meeting telev

**BOARD OF DIRECTORS**

<b>President:</b>	Linda O'Neil 301-438-3232 jimoneil007@comcast.net
<b>Vice President:</b>	James Moores 301-438-0048 mooregang@aol.com
<b>Secretary:</b>	Kathy Viney 301-598-2691 kathyviney@juno.com
<b>Treasurer:</b>	Bobbie Palmer 301-598-7712 ocbobbiep@comcast.net
<b>Director:</b>	Vickie McCarty 757-575-1542 goldievq@hotmail.com
<b>Director:</b>	Barbara Martin 301-598-0644
<b>Director:</b>	John Radcliffe 301-233-0093 jradrltr@aol.com

**COMMITTEE CHAIRS**

<b>Advisory:</b>	Kathy Viney
<b>Budget &amp; Finance:</b>	Richard Bambach
<b>Landscape:</b>	Sharon Moores
<b>Property Maintenance:</b>	Pat Leanza
<b>Social:</b>	Sharon Moores
<b>Architectural Design (Subcommittee of PMC)</b>	Linda O'Neil
<b>Rules</b>	Kathy Viney
<b>Mutual Assistant: Renee Steward</b>	
	- 301-598-1338 <a href="mailto:rsteward2@gmail.com">rsteward2@gmail.com</a>
• Building Problems?	- Call Renee
	Emergencies, when Renee is not available
	- Call Physical Properties -301-598-1500
• After hours & weekends -	
	Call Main Gate - 301-598-1044
<b>Comcast Issues</b>	- contact 1-855-638-2855