



REGULAR MEETING OF THE  
BOARD OF DIRECTORS –  
COUNCIL OF UNIT OWNERS OF MUTUAL 14  
TUESDAY, JUNE 18, 2024

**Resolution #18-33**

Pursuant to notice previously given, a regular meeting of the Board of Directors of the Council of Unit Owners of Mutual 14 – Condominium of Rossmoor, Inc. was held in the Sullivan room and via Zoom: 301-715-8592; (ID: 862-9527-1805; Access Code: 500040 on Tuesday, June 18, 2024, at 2:00 p.m.

DIRECTORS PRESENT: Kathy Viney, President; John Loveday, Treasurer/Secretary; Jane Carona, Director.

DIRECTORS ABSENT: Jim O’Neil, Vice President

MANAGEMENT: Perla Alvarez, Property Manager; Danesca Pineda, Administrator Coordinator

ZOOM VISITORS: Julie Gibbons, Jessie Fitzpatrick, Gail, Ann Dukes, Rich Peppin, Marcia

VISITORS IN SULLIVAN ROOM: Cathy Madden, Leona O’Reilly, Annette Loveday, Mary Lamb, Sharon Moores, Jodi Davis, Beth Leanza, Bob Thomas, and Roger Blacklow

1. Call to order – President Viney called the meeting to order at 2:02pm
2. Adoption of Agenda – The agenda was adopted as presented.
3. Approval of Minutes – May 21, 2024, regular board meeting were approved as presented.
4. Finance-Action Item
  - . Invoices under \$1,000- Mrs. Loveday assistant Treasurer/Secretary presented the list of invoices under \$1,000 for approval.– Upon motion duly made, the Board agreed,

To approve payment of the following invoice(s) **under \$1,000.00:**

	<b><u>Amount:</u></b>	<b><u>GL Code:</u></b>	<b><u>Vendor/Invoice #/ Description/ Inv. Date #:</u></b>
1	<b>\$83.00</b>	611500	<b><u>LWMC – for Gross Mendelson Invoice #414425</u></b> – tax return extension for the year 2023. Dated: 4/15/2024
2	<b>\$109.90</b>	620200-100006	<b><u>Reimbursement to Kathy Viney-</u></b> 15101 Glade Dr. 10-1B- aluminum leaf strainer. Dated; 6/7/2024
3	<b>\$284.71</b>	620200-100006	<b><u>LWMC Invoice # 247285-</u></b> B.10 re-glued the floor trim at 15101 Glade Dr. Dated: 6/11/2024
4	<b>\$568.00</b>	620200-100006	<b><u>LWMC Invoice #247052-</u></b> Turned the heater off and a/c on in building 10-17 then cleaned the air filters for the elevator’s mechanicals room. Dated: 6/4/2024.
5	<b>\$99.00</b>	620300-100007	<b><u>LWMC Invoice #246174-</u></b> Resecured the exit sign on the second floor near 2G. Dated: 5/16/2024.
6	<b>\$175.00</b>	621400-100002	<b><u>McFall and Berry Invoice # 228166-</u></b> B.11 Turf repair-g-end in common area near fire hydrant. Dated: 6/5/2024.
7	<b>\$252.00</b>	621400-100002	<b><u>McFall and Berry Invoice # 228167-</u></b> Watering service for May 15, May 24, and May 31, 2024. Dated: 6/5/2024.
8	<b>\$400.00</b>	621400-1000002	<b><u>McFall and Berry Invoice #228222-</u></b> 4 Vantage Hill Ct. declining plum tree removal with stump. Dated: 6/12/2024.
9	<b>\$216.91</b>	620200-100006	<b><u>LWMC Invoice #247380-</u></b> Condense line repair at 15101 Glade Dr. 10-1D. Dated: 6/14/2024.
10	<b>\$950.00</b>	620200-100006	<b><u>DL Carpentry Invoice #62962835-</u></b> Clean gutter and downspout of 25 plaza homes. Dated: 6/12/2024.
11	<b>\$350.00</b>	621000-100006	<b><u>DL Carpentry Invoice #62682837-</u></b> Sand the balcony handrail on both sides and paint it the same color at 15101 Vantage Hill Rd. unit 2G. Dated: 6/12/2024.

**Resolution #18 6/18/2024**

- . Invoices over \$1,000- Mrs. Loveday, assistant Treasurer/Secretary presented the list of invoices over \$1,000 for Approval.

– Upon motion duly made, the Board agreed,

To approve payment of the following invoice(s) **over \$1,000.00:**

	<b>Amount:</b>	<b>GL Code:</b>	<b>Vendor/Invoice #/ Description/ Inv. Date #:</b>
1	<b>\$7,419.61</b>	621400-100002	<b>McFall and Berry Invoice # 227669-</b> April 2024 walk through revised: b.10, 12,14, 17,16,15, 11. Dated: 5/23/2024
2	<b>\$5,778.00</b>	621400-100002	<b>McFall and Berry Invoice # 227623-</b> Spring lawn care 2024, Spring (April /May) 1 application of Fiesta. Dated:5/20/2024
3	<b>\$1,257.81</b>	620400-100002	<b>Schindler Elevator Invoice #7153943007-</b> service call on 3501 Forest Edge elevator causing traps, doors not opening property. Dated: 5/31/2024.
4	<b>\$13,068.00</b>	620300-100007	<b>Dynalectric Invoice #53747-</b> Preformed preventive, maintenance B.10,11, 12, 13, 14, 15,16,17. Dated: 6/13/2024
5	<b>\$3,975.00</b>	621400-100002	<b>McFall and Berry invoice #228221-</b> April 2024 walk-through: Courtyard: remove 1 declining Locust tree with stump, remove 1 declining Maple tree with stump. Dated: 6/12/2024.

**Resolution #19 6/18/2024**

c. Insurance Claims, Liens, etc. (if any)

– Upon motion duly made, the Board agreed,

To authorize attorneys Rees Broome to begin lien proceedings against the owner of 15121 Glade Drive #1F for a delinquent assessment of an insurance claim from March 2023 in the amount of \$1,229.78.

**Resolution #20 6/18/2024**

– Upon motion duly made, the Board agreed,

To charge the owner of 3500 Forest Edge #2C a monthly \$30.00 late fee for a delinquent assessment for a balcony repair in the amount of \$377.00 dating to 2022, late fee to be a continuing obligation until the accrued balance is paid.

**Resolution #21 6/18/2024**

– Upon motion duly made, the Board agreed,

To approve the payment of \$125.00 to LWMC from GL611800-02 Insurance Deductible for the mitigation of damages resulting from a broken window at 15123 Vantage Hill Rd.

**Resolution #22 6/18/2024**

– Upon motion duly made, the Board agreed,

To request reimbursement from the unit owner of 15123 Vantage Hill Rd in the amount of \$125.00 for mitigation of damages resulting from a broken window ---

and to assess the amount against the owner's account as a continuing obligation until paid.

**Resolution #23 6/18/2024**

– Upon motion duly made, the Board agreed,

To approve the payment of \$6,941.72 to LWMC from GL611800-02 Insurance Deductible for the mitigation and repair of damages resulting from a water leak at 15101 Glade Drive, #3B].

**Resolution #24 6/18/2024**

– Upon motion duly made, the Board agreed,

To request reimbursement from the unit owner of 15101 Glade Drive, #3B in the amount of \$7,204.59 for mitigation and repair of damages resulting from a water leak (amount includes reimbursement for PPD plumbing repair) --- and to assess the amount against the owner's account as a continuing obligation until paid.

**Resolution #25 6/18/2024**

– Upon motion duly made, the Board agreed,

To approve the payment of \$1,266.96 to LWMC from GL611800-02 Insurance Deductible for the mitigation and repair of damages resulting from a water leak at 3501 Forest Edge #2D.

**Resolution #26 6/18/2024**

– Upon motion duly made, the Board agreed,

To request reimbursement from the unit owner of 3501 Forest Edge #2D in the amount of \$1,266.96 for mitigation and repair of damages resulting from a water leak --- and to assess the amount against the owner's account as a continuing obligation until paid.

**Resolution #27 6/18/2024**

– Upon motion duly made, the Board agreed

To approve the request to waive \$60.00 in late fees charged to 15111 Glade Drive #1B.

**Resolution #28 6/18/2024**

– Upon motion duly made, the Board agreed,

To rescind Resolution #8 of 5/21/24, an assessment for charging an electric vehicle at #10 Vantage Hill Court. The unit owner is charging his gas-powered vehicle battery with a "maintainer".

**Resolution #29 6/18/2024**

5. Property Management-

- a. Action Items
  - i. Proposal

– Upon motion duly made, the Board agreed,

To approve payment of \$1,279.85 to Marafatsos & Sons for the difference in the amount from invoice #4469-S to be paid out of Replacement Reserves GL690000-21 [brick replacement]

**Resolution #30 6/18/2024**

- b. ABMs (if any)-

- 1. 15121 Glade Dr. 1A (Romano)-

– Upon motion duly made, the Board agreed,

To approve the ABM submitted by 15121 Glade Dr. 1A. for removing patio enclosure.

**Resolution #31 6/18/2024**

– Upon motion duly made, the Board agreed,

To approve Regional Pest Management’s proposal dated 6/6/2024 to treat termite damage at 3501 Forest Edge Dr. [Bldg.14] Unit #1A at a cost of \$1,598.00, to be paid on presentation of an invoice from GL620900.

**Resolution #32 6/18/2024**

– Upon motion duly made, the Board agreed,

To authorize a \$100.00 fine against the unit owner of 15121 Glade Drive #2B for violating our Rule against feeding wildlife.

**Resolution #33 6/18/2024**

- c. Updates (if Any)-

- i. Plaza homes survey gutters /downspouts
- ii. Elevators upgrades projects

6. Other Business- (if any)- Resignation of director Faggett.

7. Correspondence- (if any)

8. Reports-

- a. LW Community Report- The report was included in the agenda packet for all board member to review and ask any questions during the meeting.

- b. Unit Status Report- The unit status report was included in the agenda packet for all board members to review.
  - c. Work Request Report - The report was included in the agenda packet for all board member to review and ask any questions during the meeting.
  - d. Bldg. Rep. Report (if any)
  - e. Other (if any)-Government Affairs-
10. Open Forum- -Time was provided for members to discuss items not on the agenda.
11. Next Meeting – July 16, 2024, at 2:00 p.m. using the Hybrid form
12. Adjournment – The meeting adjourned at 3:19 pm

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John Loveday, Secretary