

**Appendix N – February 2018**

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Thursday, February 1, 2018 8:10 PM  
**To:** mont.Co.PlanningBoard@justus.group; members@townmeetingorganization.com; LW Green; justus organization  
**Cc:** paul eisenhour; LW Board of Directors  
**Subject:** Question "how much is this costing?"

**From:** [onomistee@aol.com](mailto:onomistee@aol.com)  
**Date:** February 1, 2018 7:59:32 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Subject:** Re: Question "how much is this costing?"

Why are we called "disgruntled residents" because we are concerned regarding funds being spent, and the state of our community?

What a statement made by our Leisure World Chairman.

[onomistee@aol.com](mailto:onomistee@aol.com)

**From:** admin <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**To:** paul eisenhour <[Paule@lwm10.com](mailto:Paule@lwm10.com)>  
**Cc:** members <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>; justus organization <[justus@justus.group](mailto:justus@justus.group)>; LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Sent:** Thu, Feb 1, 2018 6:07 pm  
**Subject:** Question "how much is this costing?"

Paul:

Thank you for your reply.

However, the question asked is the actual amount spent and are the funds being drawn from the Resale Fund?

slk

**From:** Paul <[p\\_eisenhour@comcast.net](mailto:p_eisenhour@comcast.net)>  
**Date:** February 1, 2018 5:47:10 PM EST  
**To:** "\"[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)\""" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Subject:** Re: Question "how much is this costing?"

These are operating costs within the LW budget supported by all residents. These cost were incurred due to extra efforts required by the county permitting board. They felt compelled to impose extra requirements as a result to the actions of disgruntled residents.

Sent from XFINITY Connect Mobile App

From: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
To: paul eisenhour, LW Board of Directors  
Cc: justus organization, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green  
Sent: February 1, 2018 at 5:30 PM  
Subject: Question "how much is this costing?"

**The courtesy of a reply to the question asked - how much resident funded money is being spent on postage, printing, administrative employee time re: letters and presentations being made to mutual boards of directors re: the proposed administration building/site plan?**

s.l.katzman  
president -  
town meeting organization

From: "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>  
Date: January 24, 2018 10:37:34 AM EST  
To: paul eisenhour <[Paule@lwm10.com](mailto:Paule@lwm10.com)>, LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [townmeetingorganization@justus.group](mailto:townmeetingorganization@justus.group)  
Cc: justus organization <[justus@justus.group](mailto:justus@justus.group)>; cindy and baxter <[mrgadget68@hotmail.com](mailto:mrgadget68@hotmail.com)>  
Subject: Question "how much is this costing?"

From: "Norman Holly" <[amtak518@gmail.com](mailto:amtak518@gmail.com)>  
Date: January 23, 2018 12:30:32 PM EST  
To: <[admin@justus.group](mailto:admin@justus.group)>  
Subject: RE: Question "how much is this costing?"

Be sure to include costs of the secretaries and mutual managers who helped prepare the pamphlets, mailings etc.

From: Frank Fitch <[lwfrank3@verizon.net](mailto:lwfrank3@verizon.net)>  
Date: January 23, 2018 2:49:21 PM EST  
To: [admin@justus.group](mailto:admin@justus.group)  
Subject: Re: Question "how much is this costing?"

The answer to all of your points is buried in the overall budget. You will see the cost as your monthly charges go up. You will be able to find the Lawyer fees who represented management at the Planning Commission some weeks ago (\$450-\$550 per hour) will be there somewhere. It might be a good idea to question Mr Flannery about this, only he knows. On the other hand , why not ask the Board , it is after all, they who approve this. My representative explains the whole Administration Building in one sentence,"all of this was decided years ago and now it is to late". QED

Frank Fitch  
[lwfrank3@verizon.net](mailto:lwfrank3@verizon.net)

From: admin <[admin@justus.group](mailto:admin@justus.group)>  
To: Eisenhaur <[Paule@lwm10.com](mailto:Paule@lwm10.com)>  
Cc: justus organization <[justus@justus.group](mailto:justus@justus.group)>; cindy and baxter <[mrgadget68@hotmail.com](mailto:mrgadget68@hotmail.com)>  
Sent: Tue, Jan 23, 2018 11:52 am  
Subject: Question "how much is this costing?"

From: "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>  
Date: January 19, 2018 9:01:48 PM EST  
To: paul eisenhaur <[Paule@lwm10.com](mailto:Paule@lwm10.com)>, LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)  
Cc: cindy and baxter <[mrgadget68@hotmail.com](mailto:mrgadget68@hotmail.com)>, justus organization <[justus@justus.group](mailto:justus@justus.group)>  
Subject: Question "how much is this costing?"

Ms. Henson asks for an answer:

From: Cindy Hensen <[MRGADGET68@hotmail.com](mailto:MRGADGET68@hotmail.com)>  
Date: January 19, 2018 5:25:44 PM EST  
To: "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>  
Subject: Question

I have been reading all the information about the upcoming new Administration Building (which we don't want) and I have a few questions, if anyone can answer? Please help.

1. All the pamphlets, mailings, lecture put out about this, how much has this cost?
2. WWII was a prime example of propoganda, what is the difference with this proposal?
3. Aren't we being over-loaded with papers, emails and meetings?
4. Even our Mutual II newsletter has 8 pages, front and back giving us a "historical timeline of the proposed new administration building". And there is to be a presentation at our monthly meeting.
5. So back to the first question, how much is this costing, trying to get us to change our minds.

I'm new to this forum, but would appreciate any help with these questions.  
Thank you

*Cindy Hensen*

*If God brings you to it, He will bring you through it.*



s.l.katzman  
president -  
town meeting organization

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Friday, February 2, 2018 8:32 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; LW Green; members@townmeetingorganization.com  
**Cc:** LW Board of Directors  
**Subject:** re: LW Admin Bldg

**From:** Pat Duran <patd1598@gmail.com>  
**Date:** February 2, 2018 12:17:39 AM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)  
**Subject:** **Re: Admin Bldg**

Paul states that " Only after all concepts were considered and recommendations made to the Board were...decisions made. And not until then was a project manager hired." But that is not the recollection of many residents. Perhaps he means that *BOARD* members considered all concepts, but I know for a fact that there were CPAC Committee members who were not happy with the process, and felt that the whole thing was railroaded thru without the proper consideration. And where, during these community meetings, were resident concerns and objections considered? The FEP was a done deal in the minds of the Board members BEFORE the community meetings were held, and those meetings were envisioned as informational meetings only, to inform the community about plans that the Board had already decided on, even if the final votes had not yet been taken. **The opposition was there all along - it just had no way to make itself known.**

**You know what letters need to be sent? Letters explaining to Paul that there was concern and opposition, which have not abated. Mine has already been sent.**

On Thu, Feb 1, 2018 at 7:19 PM, [admin@justus.group](mailto:admin@justus.group) <[admin@justus.group](mailto:admin@justus.group)> wrote:

**From:** Lois Kutun <[lkutun@msn.com](mailto:lkutun@msn.com)>  
**Date:** February 1, 2018 11:34:18 AM EST  
**To:** "[admin@justus.group](mailto:admin@justus.group)" <[admin@justus.group](mailto:admin@justus.group)>  
**Subject:** **FW: Admin Bldg**

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From: Paul Eisenhour [[p\\_eisenhour@comcast.net](mailto:p_eisenhour@comcast.net)]  
Sent: Thursday, February 1, 2018 3:54 PM  
To: [lkutun@msn.com](mailto:lkutun@msn.com)  
Subject: Admin Bldg

Hi - I listened to your thoughts about the proposed Administration Bldg the other day at the BOD meeting. I understand your passionate feelings against it. And with your background, you know the subject well.

But in an effort to alleviate some of your frustration, please know that the notion that any decision was arbitrary or that no resident input was given is simply not what has transpired. The project concept phase began in 2012 with full jurisdiction by the LW Community Planning advisory Cmte (all resident membership). Certainly, all cmte meetings were open and posted for any resident input. Indeed on Nov. 18, 2014 a well advertised community resident forum was held. The committee went through 8 detailed iterations of plans for feasibility with emphasis on accessibility. Only after all concepts were considered and recommendations made to the BOD were and decisions made. And not until then was a project manager hired.

Since then, planning has been made only based on the direction given. Everything was based on facts and the process always followed good business practices. The county would not even entertain a plan that didn't follow it's strict requirements.

I've attached a letter written by an Exec Cmte member to his mutual residents to give an overview of the process. It's a good snapshot of what happened.

I certainly hopes this may help in some way,

Paul Eisenhour / LWCC BOD Chair

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Friday, February 2, 2018 8:37 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com  
**Cc:** LW Board of Directors  
**Subject:** LW BOD Chairman Paul Eisenhour soliciting "letter to planning board?"

**From:** [onomistee@aol.com](mailto:onomistee@aol.com)  
**Date:** February 1, 2018 11:11:09 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com), [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)  
**Cc:** [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), [justus@justus.group](mailto:justus@justus.group), [lwgreen@justus.group](mailto:lwgreen@justus.group), [board@lwmc.com](mailto:board@lwmc.com)  
**Subject:** Re: LW BOD Chairman Paul Eisenhour soliciting "letter to planning board?"

Hello:

I cannot believe that the Leisure World Board Chair sent this message out to a select few of his choice. This is beginning to be so sad, that a community of approximately 8,500 residents cannot get together and have a community meeting in the auditorium, staggering the times in order that all residents can be informed concerning the proposed new building. CEO Kevin Flannery should be instructed by the BOD in compliance with Planning Commissioners instruction, to address this issue directly with the residents.

Carole L. Portis  
[onomistee@aol.com](mailto:onomistee@aol.com)

-  
**From:** admin <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**To:** mont.Co.PlanningBoard <[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)>  
**Cc:** members <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>; justus organization <[justus@justus.group](mailto:justus@justus.group)>; LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>; LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>  
**Sent:** Thu, Feb 1, 2018 9:47 pm  
**Subject:** LW BOD Chairman Paul Eisenhour soliciting "letter to planning board?"

Seen within his attempt to solicit support for the failed proposed administration building scheme, is the ongoing campaign to besmirch "JustUs", whose Herculean advocacy and resident education accomplishments, are well documented. Using false claims of "misinformation", Eisenhour and the LW "fake news" propaganda machine fail to reveal one such example.

Numerous residents received the following unrequested email from Paul Eisenhour, the recently selected (not elected) BOD chair, in which he solicits them to send letters to the Montgomery Planning Board Chair and staff:

**From:** Paul Eisenhour <[p\\_eisenhour@comcast.net](mailto:p_eisenhour@comcast.net)>  
**Date:** Wednesday, January 31, 2018  
**Subject:** letter to planning board?

To: -----

Hi ---- as you know, the county planning board is hearing alot of 'anti' sentiment from a group who is providing **misinformation**. And it'd be so helpful for them to hear from a resident who was here since the project beginning and knows the real history. It bothers me that the board never hear about the 2+ years the LW Community Planning Cmte (all of them being residents) vetted many ideas for feasibility and welcomed all resident input with their always-open meetings.

If you feel comfortable writing the planning board with your thoughts, here are the email addresses I have for this specific case:

When emailing put in the subject line re site plan re 820170120;

send to: [mcp-chair@mncppc.org](mailto:mcp-chair@mncppc.org)

cc: [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)

I very much appreciate your helpfulness..

Paul

s.l.katzman  
president -  
town meeting organization

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Friday, February 2, 2018 2:12 PM  
**To:** mont.Co.PlanningBoard@justus.group; members@townmeetingorganization.com; justus organization; LW Green; lwdogs@justus.group  
**Cc:** LW Board of Directors  
**Subject:** re: Notes from Tom Conger/Town Meeting Organization\*\*

**From:** Pat Duran <patd1598@gmail.com>  
**Date:** February 2, 2018 1:54:37 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Subject:** Re: Notes from Tom Conger/Town Meeting Organization\*\*

I feel compelled to weigh in on Mr. Dickstein's response to Mr. Conger.

While I acknowledge the energy and thought put into the work of the Board by many members, I disagree that the opinions and concerns of residents are actively solicited, and that the opinions and concerns that are voiced at Board meetings are given real consideration. The opportunity given to residents to speak their minds appears to be entirely pro forma, and I have witnessed Board members quite conspicuously speaking to one another during the period of resident comment, as if to emphasize their lack of interest.

As for the source of the funds for the FEP, it is entirely irrelevant whether they come from the resale fees or the condo/coop fees. Both are resident monies, meant to be spent on resident facilities, not a palace for management.

The governance structure in LW is positively byzantine, and sometimes seems to have been deliberately designed to discourage resident involvement. But that is no excuse for the short shrift given resident attempts at involvement; it should be, in fact, a motivation to reach out to residents at both the LW and mutual levels to inform resident about issues and to determine resident opinion.

Pat Duran

**From:** Roy Dickstein <rd34@comcast.net>  
**Date:** February 1, 2018 11:20:17 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Subject:** Re: Notes from Tom Conger/Town Meeting Organization\*\*

Mr. Conger,

I read with great interest your article. You make some interesting points, but I must take issue with your referring to the Leisure World Board of Directors as "power elite." Even though you do not mention the Board by name, it's obvious who you meant because the Board makes those decision. You also seem to think that the Board makes decisions without doing regard to the feelings of the residents. Nothing is farther from the truth. I don't think the Board operates



on the idea that they know "what is best for us." I believe it is a question as to what is best for all of LW. With a population of about 8000 residents, there will be, as in any community, people who disagree with any decision made by someone. I am sure that has occurred in your Mutual as well.

The Board is set up have over-site and make decisions for "TRUST PROPERTY ONLY." The maintenance and running of Leisure World in general is payed out of the condo fees. A small portion of the fee goes to LW and the rest of the fees are a result of whatever the individual Mutual decides. In the case of the administration building, no extra money is coming out of any condo fee. It is coming from a special fund that is funded by resales. Perhaps you already know that.

Before any decisions are made, the Board gathers whatever facts they can obtain, they are discussed in OPEN meetings which any interested resident can attend. The actions the Board takes is not done on a whim. The members of the Board are dedicated VOLUNTEERS chosen by each Mutual to speak on behalf of them. Board meetings are shown on closed circuit tv and also articles are published in the LW news. Residents have ample opportunity to voice their opinions and they have. In the end, someone has to make a decision and that's what the Board does. Every Mutual has the opportunity to relieve their Board representative of his/her duty and select another one. What is interesting is that most Mutuals continue to have the same people serve. There are a finite number of people who are dissatisfied with the way LW operates, yet they do not volunteer to help make the changes they want. They will complain yet won't personally takes steps to try to change things from within.

Personally I think the town hall meeting is a good idea. I would be interested to know how many of the 8000 residents participate. Not that I am knocking the fact that 2000 signatures have been gotten, which is about 1/4 of the residents, but I would be curious to know how many of those that signed have the same knowledge of the situation that you appear to have. Kevin Flannery attended one of the public forums and someone asked if "he wanted to sign the petition." Obviously they didn't know who he was. I sincerely hope the town meetings will be successful and that both sides of a discussion will be heard in a civil manner.

The New England Town Meetings paved the way for community planning. Leisure World had a master plan and now they are looking towards the future with some strategic planning. Hiring a strategic planner seems to me, shows that the so called "power elite" is interested in the future and it getting it right. Obviously the planner would suggest that there be meetings with the residents. As for the Administration building and the residents, Kevin Flannery is going to each Mutual with a presentation and a question and answer period where the residents can see the process that was gone through and why. This, theoretically, will give all the residents a chance to participate. I would be curious to know how many people show up at these presentations from each mutual. My guess is a majority won't. I hope I am wrong, but people don't seem to get excited enough to attend meeting that do not have a direct effect on them as individuals.

You say you have a masters degree in community planning and that is great. I would suggest that you volunteer to be member of the Planning Advisory Committee. I am sure they would welcome your expertise.

**Subject: Notes from Tom Conger/Town Meeting Organization\*\***

**From: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)**

**Date: January 30, 2018 10:07:57 PM EST**

**To: [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [lwdogs@justus.group](mailto:lwdogs@justus.group), [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)**

**Cc: LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>**

Members of the Montgomery Parks and Planning Commission stated in Nov 30, 2017 hearing that Leisure World's Board should include residents in their planning before proceeding to a final submission to the commission.

It's quite obvious that a significant portion of the residents of Leisure World feel left out of the decision making process in our community. Witness the number of people who

have signed the petition calling for a referendum on the proposed administration building. Presently , it is 2000 and counting. We have held two public forums ,the first on the proposed administration building sponsored by JUSTUS and Leisure World Green with an attendance of 325 and the second was attended by 275.

There is a feeling of angst in our community, a realization that important decisions are being made by a small group of "power elite", who believe that they know what is best for us. Their attempts at "citizen participation" have been feeble and inconsequential , to say the least. That is why we have started a new club for Leisure World - The Town Hall Meeting organization.

You have no doubt heard of the New England Town Meetings. They were conceived with one idea in mind - to find out the wants and needs of the community by having all of its members to participate in open discussions about issues of importance to them. These Town Meetings became the birth place of community planning in America.

At the University of Cincinnati, where I earned a masters degree in community planning, we were taught that effective citizen participation was critical in the effort to produce a master plan that would truly represent the needs and desires of the community. Steps in producing such a plan included survey and analysis of the community's physical geography and environmental conditions, land use, demographics, transportation and public facilities. Goals and objectives were determined that related to the implementation of the plan. A Capital Improvement Program was formulated to get to the "bricks and mortar stage " of the community planning process. In other words , " we have envisioned what we want-, now let's build it." Notice in all of this the logical sequential process of formulating the plan first, then deciding through the Capital Improvement Program to get to our goals and objectives on the ground.

What we are currently witnessing in Leisure World is totally opposite of a logical sequential process- it's the proverbial putting the cart before the horse. The "power elite" are hell- bent on proceeding to build a new administration building. The second and presumably final public hearing to allow this site plan to advance will be held in March. We learned from a January 5, 2018 article in the Leisure World News that the Special Strategic Planning Committee wants to hire a consultant to develop a community plan for Leisure World. Another article in the January 19, 2018 edition of the Leisure World News has the committee touting how important it will be to secure community participation in the process.

So, let me get this straight- we're going to formulate a community plan that will reveal what the community wants, while at the same time, we will be proceeding to spend millions of dollars on a project that should be as part of our Capital Improvement Program after the plan has been completed? This does not make any sense. The administration building should be put on hold until after the strategic plan has been developed.

If the whole thing had been put to a vote in the first place as requested in the petitions ,  
we might not be sitting here today battling for the right to be heard.

Tom Conger

s.l.katzman  
president -  
town meeting organization

Shirley, Lori

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**From:** Sharon Campbell <[scampbell.lw@gmail.com](mailto:scampbell.lw@gmail.com)>  
**Sent:** Friday, February 2, 2018 3:57 PM  
**To:** Shirley, Lori; MCP-Chair  
**Cc:** Sharon Campbell  
**Subject:** Re: LW Board President re site plan 820170120

Please accept this re-send of this email as a formal comment on the LW Administrative Building construction project site plan 820170120, as I had an incorrect email address when first sent.

Thank you,  
Sharon Campbell  
LW Mutual 17A

On Thu, Feb 1, 2018 at 11:42 PM, Sharon Campbell <[scampbell.lw@gmail.com](mailto:scampbell.lw@gmail.com)> wrote:

Chair and Ms. Shirley: I feel like I'm in second grade by sending this question to you but, well, that seems to be where we are here at LW, and for some time. Anyway, it seems wrong (unethical?) for the President of the LW board to be asking only for certain kinds of input from any owners/residents (please see a copy of his email below my note) on this topic. However, I must say, while I am incredibly disappointed to see it, I am not entirely shocked. I did not receive this request and have no idea to whom he sent his plea or how they were selected, but the fact that it was done disturbs me.

Please let me know if this type of effort on the part of such an authority figure within our community is appropriate and if so, I honestly would love to know why. When I was in Human Resources, I knew I walked a tight rope in attempting to do my best to represent both company and employees...and when it got particularly difficult, I had to back off one way or the other in an even greater attempt to be/stay impartial, unless there was a clear delineation between right and wrong, legal/illegal, and the like. I must say, this seems to cross a fairly bright line, from my perspective.

Thank you both; I expect this is not normal to have to deal with.

Best,  
Sharon Campbell, Fairways South Mutual

**From:** Paul Eisenhour <[p\\_eisenhour@comcast.net](mailto:p_eisenhour@comcast.net)>  
**Date:** Wednesday, January 31, 2018  
**Subject:** letter to planning board?  
**To:** -----

Hi ---- as you know, the county planning board is hearing alot of 'anti' sentiment from a group who is providing misinformation. And it'd be so helpful for them to hear from a resident who was here since the project beginning and knows the real history. It bothers me that the board never hear about the 2+ years the LW Community Planning Cmte (all of them being residents) vetted many ideas for feasibility and welcomed all resident input with their always-open meetings.

If you feel comfortable writing the planning board with your thoughts, here are the email addresses I have for this specific case:

When emailing put in the subject line re site plan re 820170120;  
send to: [mcp-chair@mncppc.org](mailto:mcp-chair@mncppc.org)  
cc: [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)

I very much appreciate your helpfulness..  
Paul

--  
Author, *Medicare Enrollment Personal Workbook*

**Shirley, Lori**

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**From:** Shirley, Lori  
**Sent:** Friday, February 2, 2018 4:13 PM  
**To:** admin@townmeetingorganization.com  
**Cc:** members@townmeetingorganization.com; justus organization; LW Green; Mills, Matthew; ngerke@lwmc.com; Scott Wallace (swallace@linowes-law.com)  
**Subject:** RE: Admin. Bldg. revisions  
**Attachments:** 820170120 Leisure World Admin Bldg & Clubhouse I statement post 11.30.17 hrg 12.14.17.doc  
  
**Importance:** High

Hi Sheryl,

Here are the answers to your three questions in your 2.1.18 e-mail:

- 1) No revised site plan submittal has been made to the Planning Department at this time.
- 2) The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time.
- 3) Revisions to the site plan to address the Montgomery Green Building Code will be in the future revised site plan.

As a reminder, the (attached) statement the Montgomery County Planning Department made available on our website this past December contains information the Applicant is still in the process of addressing before the item will be continued at the Montgomery County Planning Board. Please know that the Applicant is in the process of conducting meetings/presentations to all 29 Mutuels in the community. You and your neighbors are encouraged to attend the respective meeting/presentation in the Mutual where you reside, if you have not already done so. These meetings/presentations include time for questions and answers about the revised site plan.

Please know too, shortly after the revised plans have been submitted to the Planning Department, these will be available for public viewing/access on our website in the Development Activity Information Center (DAIC). If you need assistance regarding how to use this technology, let me know and I will be glad to explain how to view these from your home computer. Thanks for your inquiry!

Lori Shirley  
Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)



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**From:** admin@townmeetingorganization.com [mailto:admin@townmeetingorganization.com]  
**Sent:** Thursday, February 01, 2018 5:05 PM  
**To:** Shirley, Lori <lori.shirley@montgomeryplanning.org>

Cc: members@townmeetingorganization.com; justus organization <justus@justus.group>; LW Green  
<lwgreen@justus.group>

Subject: Admin. Bldg. revisions

Lori:

You are asked to provide the following:

2. revised site plan submitted to Md. Nat. Capital Park & Planning Commission
3. date of Planning Commission continuation of 11/30/17 hearing.
4. revisions to site plan to comply with new Montgomery Green Building Code

s.l.katzman  
president -  
town meeting organization

**Shirley, Lori**

---

**From:** Shirley, Lori  
**Sent:** Friday, February 2, 2018 4:34 PM  
**To:** Sharon Campbell  
**Cc:** Mills, Matthew  
**Subject:** RE: LW project: no new documents

**Importance:** High

Hi Sharon,

Please see an e-mail that was sent earlier this afternoon to Sheryl Katzman in which she asked three questions for me to address. It will be forwarded to you next. I believe the memo/letter you refer to below is the letter from the Montgomery County Planning Director to County Councilman Sidney Katz. This was sent to you earlier this week. I hope these responses help.

Lori Shirley  
Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)



**From:** Sharon Campbell [mailto:[scampbell.lw@gmail.com](mailto:scampbell.lw@gmail.com)]  
**Sent:** Monday, January 22, 2018 10:00 AM  
**To:** Shirley, Lori <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
**Cc:** Sharon Campbell <[scampbell.lw@gmail.com](mailto:scampbell.lw@gmail.com)>  
**Subject:** LW project: no new documents

Hi, Ms. Shirley: I'm writing because I checked the document list again this morning and find that there are still no new documents since the Nov 30 hearing except for the 2012 Needs Assessment that was posted 1/2/2018.

In our phone conversation, it was my understanding that there would be at least one new document (a memo/letter) from P&P that would perhaps shed some additional light on how residents can be heard/what LW needs to do. Time is always short and most of us are hearing nothing as yet from LW or our Mutuals. Some of us plan to speak up at our regular Board meetings, but often those statements/questions simply go into a black hole. Our staying in the dark, as I know you know, places residents at a distinct disadvantage.

Thank you,  
Sharon S. Campbell

--

Author, *Medicare Enrollment Personal Workbook*





**Shirley, Lori**

---

**From:** admin@townmeetingorganization.com  
**Sent:** Friday, February 2, 2018 5:31 PM  
**To:** Shirley, Lori; Mills, Matthew; mont.co.planningBoard@justus.group  
**Cc:** justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Admin. Bldg. revisions  
**Attachments:** PastedGraphic-1.tiff; 820170120 Leisure World Admin Bldg & Clubhouse I statement post 11.30.17 hrg 12.14.17.pdf

**Importance:** High

Thank you Lori:

Your reply states: "The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time"

**1. This article was published in the 2-2-18 LW News by LW management stating: "A second hearing is expected to be scheduled in March".**

**On what basis is LW management announcing an expected March meeting?**

**2. The Commissioners vote to "defer" was based upon taking this back to the residents to "gain consensus". LW governance and management are acutely aware of the well known fact that a minuscule number of residents attend mutual board of directors meetings.**

**In fact, when Kevin Flannery and Nicole Gerke gave this report on 1/25/18 at the Overlook (mutual 26 - a ten floor high rise with 260 residential units) mutual board of directors, reportedly all of 6-10 residents were in attendance. There were no resident hand outs provided.**

**A tally of the number of residents attending each of these mutual board of directors meetings must be obtained by the planning staff to record the total number of residents attending. The only way to "gain consensus" is by community wide vote.**

**This is NOT what the Planning Board Commissioners intended**

# when instructing Leisure World to "gain consensus".

s.l.katzman  
president -  
town meeting organization

**From:** "Shirley, Lori" <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
**Date:** February 2, 2018 4:12:46 PM EST  
**To:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Cc:** "[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)" <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, "Mills, Matthew" <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, "ngerke@lwmc.com" <[ngerke@lwmc.com](mailto:ngerke@lwmc.com)>, "Scott Wallace ([swallace@linowes-law.com](mailto:swallace@linowes-law.com))" <[swallace@linowes-law.com](mailto:swallace@linowes-law.com)>  
**Subject:** RE: Admin. Bldg. revisions

Hi Sheryl,

Here are the answers to your three questions in your 2.1.18 e-mail:

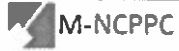
1. **No revised site plan submittal has been made to the Planning Department at this time.**
2. **The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time.**
3. **Revisions to the site plan to address the Montgomery Green Building Code will be in the future revised site plan.**

As a reminder, the (attached) statement the Montgomery County Planning Department made available on our website this past December contains information the Applicant is still in the process of addressing before the item will be continued at the Montgomery County Planning Board. Please know that the Applicant is in the process of conducting meetings/presentations to all 29 Mutuals in the community. You and your neighbors are encouraged to attend the respective meeting/presentation in the Mutual where you reside, if you have not already done so. These meetings/presentations include time for questions and answers about the revised site plan.

Please know too, shortly after the revised plans have been submitted to the Planning Department, these will be available for public viewing/access on our website in the Development Activity Information Center (DAIC). If you need assistance regarding how to use this technology, let me know and I will be glad to explain how to view these from your home computer. Thanks for your inquiry!

Lori Shirley

Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)



---

**From:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) [mailto:admin@townmeetingorganization.com]  
**Sent:** Thursday, February 01, 2018 5:05 PM  
**To:** Shirley, Lori <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
**Cc:** [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); justus organization <[justus@justus.group](mailto:justus@justus.group)>; LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Subject:** Admin. Bldg. revisions

Lori:

You are asked to provide the following:

2. revised site plan submitted to Md. Nat. Capital Park & Planning Commission
3. date of Planning Commission continuation of 11/30/17 hearing.
4. revisions to site plan to comply with new Montgomery Green Building Code

s.l.katzman  
president -  
town meeting organization



# Updated Site Plan Comes to Mutuals

*by Leisure World News*

**L**eisure World Maryland Corporation general manager Kevin Flannery and project manager Nicole Gerke are presenting a brief overview of the Administration Building and Clubhouse I Site Improvements plan at each of the 29 mutuals.

Residents can expect to hear the presentation at their mutual's February or March board meeting, or during another specially scheduled meeting. Residents can contact their mutual assistant for the date and time of their mutual's site plan presentation.

Gerke will also explain updates to the plan based on points discussed at meetings

with the Maryland-National Capital Park and Planning Commission (M-NCPPC) planning board and staff. At the end of the presentation, residents are invited to ask questions or make comments.

Upon completion of these meetings, management will report to the Leisure World Community Corporation board of directors on the results.

The M-NCPPC planning board hearing for the Administration Building and Clubhouse I Site Improvements Plan was held on Nov. 30, 2017, and the planning board elected to defer a final vote on the project.

A second hearing is expected to be scheduled in March.



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Friday, February 2, 2018 9:38 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Barbara Cronin article in Mut.15 newsletter

**Subject:** Re: Barbara Cronin article in Mut.15 newsletter  
**From:** joan thomas <joanmarie24@hotmail.com>  
**Date:** February 2, 2018 9:29:43 PM EST  
**To:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), [admin@justus.group](mailto:admin@justus.group)  
**Cc:** justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>

PS2  
And having served on Advisory Committees, Mutual Committees and a Mutual Board member, I know that most business is conducted by emails.  
Meetings are nothing more than presenting what was already decided in "Closed Meeting" via email discussions - "Dog and Pony Shows"

Joan M. Thomas

Joan M. Thomas #901 240 731 7822

**Subject:** Re: Barbara Cronin article in Mut.15 newsletter  
**From:** joan thomas <joanmarie24@hotmail.com>  
**Date:** February 2, 2018 7:55:15 PM EST  
**To:** justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [admin@justus.group](mailto:admin@justus.group)  
**Cc:** joan thomas <joanmarie24@hotmail.com>

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All these Board members can write all the justifications they want. From my point of view it is just more examples of the bull doze job they do on us residents. I have lived in LW for 10 + years. Never Never Never in all that time have I ever been asked my opinion as a resident on any decisions that ANY Board, or Committee has made. In fact if I offered, I was bull dozed as an individual just as the entire community is bull dozed by those in CHARGE.

Joan M. Thomas

PS - Another Bull Doz Job - the KF NG meetings with all the Mutuals. I do not get any clue that these meetings have anything to do with what the residents think. NO NO NO again we will be told how it will be as per those IN CHARGE!!

Joan M Thomas

Joan M. Thomas #901 240 731 7822



**From:** [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com) <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)> on behalf of [admin@justus.group](mailto:admin@justus.group) <[admin@justus.group](mailto:admin@justus.group)>

**Sent:** Saturday, February 3, 2018 12:13 AM

**To:** justus organization; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); LW Green

**Subject:** Barbara Cronin article in Mut.15 newsletter

## To Build

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## To Build or Not to Build

(Continued from page 3)

informed the Board and the community that the current building was not large enough for the current and future needs and would also need extensive work to bring it up to current codes. While one option was to just renovate the existing building; two others were---- an addition to the building and a new building. As chair, I worked with the Board and management to create an organized plan that laid out a number of projects in the community that needed to be addressed. The resulting Facilities Enhancement Plan (FEP) became the comprehensive plan for accomplishing these projects. The Board held open work sessions and six community Advisory Committees, in addition to the Community Planning Committee, were all involved throughout this process. All of these committees are made up of volunteer residents in the community and the committees' members were not always in agreement. However after review of the extensive information

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## **To Build or Not to Build**

(Continued from page 4)

Directors is the governing body for the Trust properties and its members have a fiduciary responsibility to make decisions they think are in the best interest of the community as a whole, not just a few.

The Planning Board now has the responsibility for reviewing and determining if the site plan which is before them meets the various codes, regulations, etc. for moving the project forward. I hope that the revisions asked for in November 2017 will be seen as adequate for approving this project.

Sincerely,  
Barbara Cronin

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Friday, February 2, 2018 9:42 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** "New Administration Building being discussed at Mutual meetings -- ATTEND!"

Paul Bessel, Leisure World

New Administration Building being discussed at Mutual meetings -- ATTEND!

Kevin Flannery, the General Manager of Leisure World, is coming to each Mutual board meeting to inform them about the status of the new Administration Building project, and to answer questions. These meetings are all open to attendance by residents.

If you care about not being listened to, attend these meetings.

You can ask why the following words of the Planning Board members are being ignored:

Commissioner Gerald R. Cichy said, "It doesn't seem like there's consensus in the community. It's difficult for us to move ahead."

Commissioner Natali Fani-Gonzalez said, "Our most successful projects are when the applicant truly engages the community."

Commissioner Cichy advised, "Have better discussions and consensus," and Commissioner Fani-Gonzalez said, "Talk to the people who live there and make consensus."

Planning Board Chair Casey Anderson said that the project was "not well considered."

Commissioner Cichy believed that the project was "not meeting the needs of the residents" who are paying the bills.

Commissioner Fani-Gonzalez said, "It's just bad that you don't have your community behind you. It's your job to make sure you have engagement" and "You can't just check off the box." One possible compromise might be to change the new Administration Building to a new Clubhouse 3, so that the new construction would directly benefit the residents. Then some space in the current Clubhouse 1 could be converted to space for staff. That is just one possible compromise.

Ask Kevin Flannery to respond to these comments from the Planning Board.



*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Friday, February 2, 2018 9:51 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; LW Green; members@townmeetingorganization.com  
**Subject:** WHO WOULD HAVE THOUGHT? by Bob Ardike  
**Attachments:** frager signature on petition.pdf

On January 12, 2018, Gwen Wright, Planning Director, Montgomery County Planning Department, wrote a letter to Council-member Sidney Katz. Her letter was in response to an e-mail forwarded to her by a member of Mr. Katz's office. It offered Mr. Katz guidance to concerns expressed in an e-mail, written December 4, 2017, by Bob and Marybeth Ardike. Their e-mail requests intervention at Leisure World regarding the Leisure World Community Corp(LWCC) filed Site Plan No. 820170120 for a new Administration Bldg.

Ms Wright's letter, to Council-member Katz, provides him with a thorough summary of the regulatory review timeline. The letter states 4 expectations the Applicant (LWCC) **must demonstrate**, to the Montgomery County Park & Planning Board's satisfaction, it has accomplished before the next Planning Board meeting.

1. revised the plan to eliminate steps at the main entrance
2. **engaged** LW residents in the review of the revised plan
3. submit options considered before reaching the conclusion that replacement of the existing Admin. bldg. was the most appropriate way forward.
4. submit a written detailed analysis and timeline of any meetings with any residents, committees or mutual boards related to the formulation plan.

**Today** is February 1, 2018. What is the status of the 4 stated expectations? Let's see:

1. **Accomplished** - there is a revised plan to eliminate the proposed new building's steps, *et al.*
2. **Not Accomplished/Avoided** - **engaged** means **involved**. LW residents have not been involved(or engaged) in the spirit of what the Planning Board stated must be demonstrated. What has/continues to occur is **informing**." Residents have been **informed** through a December15 edition of Leisure World Newspaper

and by an 8 page letter, **actually mailed**, to all residents by the Leisure World of Maryland Corp.(LWMC). The cost of the mailing shows, on the manila envelope, as being \$1.21. Leisure World has 5,660 units(residences) according to the **official** LeisureWorld website. If, as expected, the letter was mailed to all residences (units) in LW, the cost was a mere, \$6,000.plus.

The above mentioned letter was written by Henry Jordan, Ex.Sec./Treasurer of the Leisure World Community Corp(LWCC). He is a member of the LW Executive Committee & president of the Vantage Point East mutual. The Subject of the letter is **The Proposed New Administration Building.** It is an **apologia** for a new building. In my opinion, if facts ( which are currently NOT in vogue) are to be taken into account, his apologia is a distortion of the facts pertaining to this matter.

I do not! Let me repeat. I **do not** interpret his distortion as deliberate. Maybe the explanation resides in the saying, "If you state, or hear, **something**" long enough, the something becomes reality." Once this happens, **factual belief** takes hold. Belief, no matter the area, is unassailable. Henry Jordan, I believe, sincerely believes what he has written. Continuing on...

3. It will be stated by the Applicant (LWCC) that this has been **Accomplished**. The 8 page, Henry Jordan letter will largely form the basis for the claim by detailing what he believes has occurred before **the conclusion that replacement of the existing was the most appropriate way forward."**

4. This will be **Accomplished**. It is already underway.

The Applicant(LWCC) will claim # 2 and #3, seen above, have been **accomplished**. The **evidence** to support the claim will probably be drawn from the Henry Jordan's letter. Most of you should have received this Jordan letter (at the cost of \$1.21) by now. As you read it, please be aware:

- notes from February **2015**,( 3 years ago) show that the Leisure World Community **Planning Advisory Committee(CPAC)**, "after detailed analysis, **recommended a renovation option**. The LWBOD **rejected this recommendation.** Henry Jordan's letter **avoids mentioning this**.

- there is a list of County codes cited on page 7 of the letter. Complying with these codes is implied to be a deterrent to renovating the existing Administration Building. Henry Jordan's letter avoids mentioning these are the same County codes that had to be complied with when the Terrace Room & Bistro restaurants, along with the Clubhouse Ballroom, were renovated a couple of years ago.

WAPO (The Washington Post) has devised a fact checking system. It provides readers of the newspaper with a means for determining the accuracy of claims that have been made. The scale runs from 1 to 4 Pinocchios (eg. 2 Pinocchios would earn or = a half truth). I believe Henry Jordan's letter would earn...



## Whoppers.

The above caricature brings to mind an "irony of ironies." Here it is!

The past Chairperson of the Leisure World Board of Directors is known to have:

- signed the referendum petition developed, by the organization *JustUs*, to determine the level of LW Community support for a new Administration building
- questioned, publicly, the uncertainty of money to pay for a new Administration building
- stated in a Jan. 2, 2018, letter to the LWBOD that he wished, from the beginning, the proposed new Administration building had been called a "Residents' Services Building." What's the saying about a rose by any other name would still.....?

**In closing:** A week ago I stopped by the fireplace located in Leisure World's Clubhouse II. The ambience of the fire on a cold day is quite nice. Nearby were 3 individuals. One of the 3 spoke loudly. He was "holding court." The other 2 were nodding in affirmation of what he was saying.

He was comparing/equating the building of a proposed new LW Administration building with the building of the border wall between the USA & Mexico. The key points of similarity ...

- both will be built
- neither is necessitated by the facts known
- too much has been said about both to turn back
- desire usually trumps need
- the overall cost for each would be much better spent

- the actual costs are guesses, at best
- approval will ultimately be provided by people who know should know better

By no means did the comparisons stop. At this point, though, I got up. The fire no longer seemed as warming. I left feeling very tired...

Bob Ardike

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**



The undersigned Leisure World of Maryland member/unit owners demand:

A community wide referendum be held for the purpose of providing them a "YES" or "NO" vote on the Leisure World Community Corporation Board of Directors intended \$7.4 MILLION ++ construction of a new administration building.

Note: A separate petition containing approximately 550 signatures was formally presented to the LW Board of Directors on November 25, 2014. All relevant Petitions and signatures will be presented to the Montgomery County Parks and Planning Commission.

Name:	Address:	Phone:	Email:
Joseph Taylor	15121 Glade Dr. <sup>2c</sup>	301 598 1621	
W. W. W. W.	16311 PINE CREST	301-598-2784	
Jack West	" "	" "	
Due Sa. Villa	15115 TINKLETON <sup>4603</sup>	240 242 3142	
MARLEA DAVIS	15115 INTERLAKEN	240-242-3722	
Caroline Haskins	52754 W. E. ...	301-598-3959	
Wendy ...	701 S. L. W. ...	301-598-0217	
Sandra L. ...	323A LUDWIG DR MUTUAL 10	301-822-4774	
Monty ...	1241 S Leisure World Dr	240 588-4555	
Sharon ...	17563 ...	240-274-2896	
Cheryl ...	3611 S. Leisure World Dr # 19-F	927-415-4384	
Conna Mullen	3100 Leisure World 13 Land. # 219	301-598-7223	
Phyllis ...	3411 S.L.W. Blvd	301 598 1106	Phyllis ...
Donna ...	" "	" "	" "





**Marlene Smith**

**From:** Elaine Hurley <ew.hurley1190@bellsouth.net>  
**Sent:** Wednesday, January 25, 2017 8:01 PM  
**To:** Marlene Smith  
**Subject:** motion calling for suspension of the new Administration building plan

I propose the following motion calling for suspension of the new Administration building plan:

"1.suspend all work on new Admin Bldg until completion of an engineering study -

2. suspend any  
 expenditure of funds to make more effective use of LW funds

3. conduct  
 an invasive engineering study to determine feasibility and cost to renovate and bring up to current code a viable,  
 properly functioning administration building including improved parking to facilitate easy entrance to Admin Bldg & CH 1  
 for handicapped individuals ;to include a weather resistant walkway entry covering"

4.Expense not to exceed \$150,000.00 and said funds to be taken from the resale fund.

Shortly after the December 9 Executive Committee work session I had the very good fortune to converse with Joel Swetlow.

We agreed during our conversation to co-author and present a motion calling for suspension of the current Administration building plan.

The quoted verbiage of the above motion is a faithful transcription of his words, as dictated to me over the phone. I include his e-mailed quotes as addition to this rationale in respect for his knowledge, opinion and dedication to Leisureworld.

**Rationale:**

An initial engineering study was never authorized and decisions were made without due diligence to gather relative, important facts.

The parameters which were considered paramount at the time of approval for destruction and replacement of the existing Administration Building no longer exist. Loss of the bank lease and removal of the Real Estate Company presence significantly diminishes the need for excessive square footage.

Such enterprises on the premises no longer make economic sense for those industries. In point of fact there is indication that the medical facility seeks to scale down their own footprint in order to function profitably.

At this juncture the planned Administration Building will be an over-improvement for our community, representing an investment of many millions of dollars, seriously reducing our resale fund.

The expressed concern for permitted parking as further need to continue with the project is not well thought out. It is entirely realistic to anticipate expert planners ability to demonstrate appropriate space alternatives at acceptable cost. Current sediment issues and delays now being experienced at the site of the new exercise facility are indicative of troubles that can impose themselves causing added expense and delays beyond the average calculation for cost effectiveness.

The current Admin building and Clubhouse 1 have historic value and an architectural relationship, built in the "prairie style" that is reminiscent of Frank Lloyd Wright. Similar refurbishment as witnessed in the ballroom and restaurants can have stunning effect at much lower cost.

Demolition involves tons of building debris, and relocation of environmental contaminants that will be uniquely impactful for county landfill.

Mr Swetlow described that he experienced firsthand an extensive building refurb in an e-mail dated Dec 12,2016:

"I am for modernizing the interior of and keeping the existing the existing administration building. For a number of years I worked in a building that we modernized the systems and floor plans within it while continuing in operation



## Appendix N

without moving out or ceasing operations. Was it easy NO however it was cost effective and necessary we also removed asbestos without missing a beat. I like older buildings and see no reason to tear it down and build in a different location."

Elaine Hurley  
Mutual 7



## MEMORANDUM

**TO:** LWCC Board of Directors

**FROM:** Jolene King, Asst. General Manager for Facilities and Services

**DATE:** February 22, 2017

**SUBJECT:** Administration Building - Invasive Study

---

At the January 2017 LWCC Board meeting, Management was asked to provide responses to questions related to an invasive study of the structure and systems of the existing Administration Building. To provide more context to aid the discussion, a brief history of the administration building project is also included. Additional questions received from a BOD member and an advisory committee member along with the corresponding answers are contained in the report, as well.

An invasive study was previously considered by the BOD in November 2014. At that time, Management prepared an outline RFP for the process for undertaking an invasive study. This outline RFP has been updated for current code and regulatory requirements and is attached to the report.

### Agenda Item 6a. Administration Building Project - Table of Contents

- Summary of Administration Building Project History Page 1
- LWCC BOD Decisions Page 2
- Responses to Questions Received
  - B Cronin issued 1/31/2017 Page 3
  - E Hurley issued 2/9/2017 Page 5
  - B Namovicz issued 2/9/17 Page 6
- Process and Scope of Work for Comprehensive Facility Condition Assessment of the Administration Building Pages 8-9

## LWCC Board Meeting 2/28/17 - Agenda Item 6a. Administration Building Project

### Summary of Administration Building Project History:

In August 2012, CPAC presented the Administration Building project to the LWCC BOD for consideration.

The stated objectives for the Administration Building project were:

1. Provide efficient space utilization for improvements to the work environment and work flow
2. Improve building systems to be energy efficient and "green"
3. Allow for flexibility of spaces to accommodate future changes in technology and work systems
4. Allow LWMC to be competitive in the job market to attract highest qualified employees

The LWCC BOD reviewed three options for the Administration Building - renovate, expand or construct new.

	Option 1 <u>Renovate</u>	Option 2 <u>Expansion</u>	Option 3 <u>New</u>
Total Square Footage	12,210 sf <sup>*1</sup>	15,510 sf	20,000 sf
Construction Duration	9 months	10 months	12 months
Total Costs	\$2,240,200	\$3,123,975	\$5,178,250

\*1 Existing Administration Building is 16,643 gross square feet

In 2012, a construction company, Folger Pratt, estimated the construction costs for each option based on conceptual building layouts created by AR Meyers reflecting the LWMC organizational structure and staffing at that time. The estimates provided an order of magnitude for the LWCC BOD to decide on a scope for the project. The 2012 conceptual building layouts are not applicable today due to changes in the structure of several LWMC departments (upper management, administrative support, accounting, security and HR) and do not include the Communications Department. Also, these 2012 cost estimates are not reflective of the current market costs, codes and regulations and space needs.

Two architectural firms (Streetsense and AR Meyers) advised the LWCC BOD that a new building is the best option as it satisfies project objectives, meets space needs with an approximately 20,000 square foot building and provides the longest-term value to the Community. The benefits of a new Administration Building are:

1. All required functions and spaces can be accommodated
2. Greater accessibility and maneuverability within the building without losing program functions

3. More efficient layout to optimize operations and services – where the function dictates the form versus a renovation where the form dictates the function
4. All new systems and building envelope design increase energy efficiency and reduce energy costs – leads to lower operating costs
5. Longer life cycle (30 - 50 years for a new building versus 15 - 20 years for a renovation)
6. More reliable and realistic cost estimates due to fewer unknowns
7. No disruption to resident services - existing operations and services remain undisturbed (versus any renovation scenario where operations would need to be relocated to trailers)
8. Improved accessibility and parking in close proximity to buildings

### **LWCC BOD Decisions:**

The LWCC BOD voted to proceed with developing a new Administration Building, inclusive of space for a bank, post office and Montgomery Mutual (Resolutions #71, 9/24/13 and #77, 10/29/13). In addition, Management was directed to undertake a comprehensive review of the site surrounding the new Administration Building and CH1 to achieve:

- Improvement of accessibility to the buildings
- Increase in parking closer to the buildings
- Improvement of safety for pedestrian and vehicular interactions
- Improvement of the overall ambiance of the site

The LWCC BOD approved the Administration Building and Clubhouse 1 Site Plan Version H dated 9/27/16 as the final design for the project (Resolution #44, 9/27/16). The current construction cost estimate for a new Administration Building and associated CH1 and site improvements (not considered in 2012) is \$6.6 million.

LWCC BOD requested Management to provide the following information and responses to questions regarding an invasive study of the existing Administration Building. An invasive study was previously considered by the LWCC BOD in November 2014, but failed to pass.



## Responses to Questions Received

### I. Questions from B Cronin issued at the LWCC BOD meeting on 1/31/17:

1. What is the total amount of money that has been spent to date on the development of plans (building and site plans) and the preparation and filing of the current site plan?

*Budget Approved to date \$513,000, spent \$448,870 as of November 2016.*

2. What will be the resources cost (money and staff time) needed to select a qualified firm to do the proposed study?

*Management staff time required to write the RFP, solicit and review proposals, work with Advisory Committee(s), coordinate and conduct the interview process, and develop a recommendation report for the LWCC BOD would be approximately 168 hours.*

*Management staff time required during the study process to supervise, coordinate, document and report on progress would be approximately 356 hours.*

*Estimate \$6,000 to digitize plans, reports and other information needed for the RFP and make available other specifications/conditions requested by bidders.*

3. What would be included in the Request for Proposal to firms for consideration of doing an invasive study?

*Refer to attached report "Process and Scope of Work for Comprehensive Facility Condition Assessment of the Administration Building" based on original issued to BOD in November 2014 and updated for current conditions and regulatory requirements.*

4. Is the proposed cost of the invasive engineering study realistic in terms of finding a firm to do such a study and then the actual cost of performing the study and delivering the report?

*The \$100,000 - \$150,000 estimate for the invasive engineering study is based on Management experience and confirmation from 2 engineering firms specializing in these types of studies. Actual costs would be determined once proposals are received from qualified firms.*

5. What would be the timeframe the Board could expect to have a final report of such a study?

*The estimated time frame is 9 months. Actual duration to perform the analysis and generate a report will be determined once proposals are received from qualified firms.*

*Refer to schedule outlined in attached report "Process and Scope of Work for Comprehensive Facility Condition Assessment of the Administration Building" based on original issued to BOD in November 2014 and updated for current conditions and regulatory requirements.*

6. How will the results of such a study resolve the question of “new vs. renovate” or will it simply still leave the board with options that need to be weighed and decided?

*The invasive study itself will not resolve the question of “new vs renovate”. Invasive studies are used to minimize the risk of unexpected costs due to unknown conditions in bringing an existing building up to code and current industry standards. The LWCC BOD will still need to weigh and decide what functions will be accommodated in the existing 16,500 square feet (which includes the bank space) if 20,000 square feet of space is needed for the identified program. Additionally, the value in improvements to accessibility, parking, and pedestrian and vehicular safety will have to be weighed by the LWCC BOD.*

*There are 2 factors that comprise a renovation project – the cost to bring the building up to code and the cost of interior improvements based on space needs. The previous studies in 2012 took into consideration actual space planning and interior improvements of the building and made assumptions in the cost of bringing the building up to code. An invasive study in 2017 would provide cost estimates to bring the building up to code based on actual conditions, but would not account for actual or realistic space needs.*

*For an invasive study to be to useful and for the LWCC BOD to reconsider the cost of renovation, the study should be developed reflecting current space needs along with the costs associated with bringing the building up to code. Therefore, new renovation space plan would be needed. The cost for a space plan design of \$50,000 - \$60,000 should be added if the invasive study is to be undertaken.*

7. What are the possible unintended consequences of doing the study rather than moving forward on the currently approved plan?

*a. A protracted schedule can mean incurring additional maintenance costs on the existing Administration building. As of September 2016, there was approximately \$583,000 in maintenance and replacement reserve costs that may be potentially unspent on the upkeep of the existing building. However, in 2016, \$24,300 was spent for necessary repairs which reduce the amount of potentially unspent maintenance and replacement funds.*

*b. Escalation of construction costs by 4%-5% per year*

## II. Questions from E Hurley issued via email on 2/9/17:

1. What is the total square footage of the planned new Admin building?

*The total square footage for the new Administration Building is 20,555.*

2. What is the planned space for the bank facility?

*The total square footage for leasing space in the new Administration Building is 1,950.*

3. What is the total additional square footage of impervious surface planned?

*The current quantity is estimated at 5,000 sf; however, there may be additional offsetting credits based on final stormwater management design and approval by regulatory agencies.*

4. In terms of anticipated property taxes do you have a projected cost?

*There is no impact.*

5. Do you know what amount per sq. foot is currently levied under the Water Management Protection Tax?

*The Water Quality Improvement tax for the existing Administration Building is \$3,799. The impact of a new building is expected to be close to net neutral. Refer to the Montgomery County website regarding Water Quality Protection Charge rates and calculations ([www.montgomerycountymd.gov/water/wqpc/rates.html](http://www.montgomerycountymd.gov/water/wqpc/rates.html)).*

## III. Questions from B Namovicz issued via email on 2/9/17:

1. Can the benefits of “destroy and build” be attained under a renovate option? What is the projected cost difference between these alternates?

*The benefits and costs of a renovation depend on the scope – if the existing building is to include all new exterior envelope (roof, walls, windows, doors, etc.), infrastructure/MEP systems, and interiors and adjustments to the structure, the benefits are on par with a new building and costs are closer to or can exceed new construction. However, if a renovation is limited to interior finishes and/or MEP systems, the benefits are not close to that of a new building and the costs can be expected to be less than new construction.*

*As was stated in the November 25, 2014 Administration Building Design report (Agenda Item 7-a(ii) issued to the LWCC BOD, the typical life cycle cost of a new building is 30 – 50 years whereas a renovated building is 15 – 20 years. The decision to renovate versus construct new is a question of the best long term investment for the Community.*

2. Can legitimate space requirements be attained if a new building is not built?

*Per the space analysis studies performed by two architectural firms, the square footage required for all identified administrative functions is 20,000 – 22,000 sf. The existing Administration Building is 16,634 sf. Unless administrative functions are deleted from the program, the existing Administration Building cannot handle the identified functional needs.*

3. Were any significant, costly, or concerning engineering or structural issues discovered when Club House I restaurant renovations were studied or completed? How much has been spent recently from Maintenance funds to keep CH I functional? (Keep in mind that both buildings were designed and built by the same architect at the same time.)

*There were several engineering and structural issues uncovered during the CH1 renovations. It is assumed these issues and others will be present in the Administration Building and will be required to be addressed as part of a renovation.*

- a. Broken roof trusses (\$35,000)
- b. Broken and severely deteriorated underslab electrical conduit and wiring (\$25,000)
- c. Full replacement of existing electrical panels and wiring (\$12,000)
- d. Inadequate or missing concrete floor slabs (\$15,000)
- e. Broken and severely deteriorated underslab plumbing (\$8,000)

*Annual costs to keep CHI functional average \$65,000 - \$75,000 per year and include HVAC, plumbing, electrical, life safety systems, automatic doors, etc.*

4. Do requested cost analyses consider that the Administration Building project as now envisioned includes Club House I renovations as well? What are those cost differences?

*The last cost estimate performed was based on Site Plan H which included the new Administration Building and CHI Site Plan Improvements. The total construction cost was*

*estimated at \$6.6 million with the cost of the site improvements associated with CHI was \$1.5 million.*

5. Are there benefits to Special Strategic Planning Committee efforts, (only now being proposed for a new committee) that might contribute to this analysis?

*Relative to this discussion, it is unlikely.*

6. Have the changing demographics of LWM been adequately considered? Do opinions about keeping some form of Bank branch take into consideration nationwide changes in the number of branches? Could banking needs of our residents be met by other means (like putting a banker credit union in Club House II)?

*This is an item to be considered by the LWCC BOD.*

7. Is it appropriate and desirable to spend Resales funds to create space for leasing? If it is, why just for a bank branch?

*This is an item to be considered by the LWCC BOD. Leasing space generates revenue which can offset community expenses and have a positive effect on the Community Facilities Fee. The convenience of any service amenities for residents is a value judgment for the LWCC BOD.*

## Process and Scope of Work

for

### Comprehensive Facility Condition Assessment of the Administration Building

#### Process for Facility Conditions Assessment:

1. Request for Proposal (RFP) written by Management will include:
  - a. Statement of Need
  - b. Description of Leisure World community
  - c. Part I - Technical Requirements
    - i. Scope of Services to be performed
    - ii. Qualifications required – minimum references for similar projects within past 5 years
    - iii. Proposed work plan including all disciplines needed to complete assessment and schedule of activities
    - iv. Resumes of key individuals from each discipline
  - d. Part II – Interview Requirements
    - i. Principal and Project Manager of consultant
    - ii. Representatives from each discipline
    - iii. Work Plan specific for this project
    - iv. Example of similar project
2. Submit RFP to Community Planning Advisory Committee (CPAC) and Board of Directors for review – amend as needed
3. Solicit proposals from consultants following LWCC BOD approval (1 month)
4. Review of proposals by Management and CPAC (1 month)
5. Submit recommendation for interviewees to Board of Directors
6. Interview consultants with a 3-5 person ad hoc advisory committee comprised of qualified members potentially selected from the Board of Directors, CPAC and/or PPD (month)
7. Board of Directors approves contract with selected consultant
8. Conduct facility conditions assessment (4 months)
9. Submit final report to CPAC and Board of Directors (1 month)

## Preliminary Scope of Work for Facility Conditions Assessment:

The Administration Building at Leisure World of Maryland was built in the 1960's. The building has been maintained over the years and has undergone minimal renovation. The Community is assessing the options to renovate the existing building or construct a new building to meet current operational needs.

To help with the decision making, a comprehensive facility condition assessment study is being conducted to define the current conditions of the building, recommendations for code compliance, cost estimate for code compliance and life cycle cost for renovated facility.

1. Conduct a comprehensive assessment of the Administration Building to identify current conditions of building envelop (including roof), HVAC/electrical/telecommunications/life safety systems, structural systems and site surrounding building, including parking lot, sidewalks and drive aisles. Document findings in a written report with accompanying photographs.

Remove building elements as needed to conduct a thorough investigation of the building. Replacement and/or repair of areas investigated to be included in scope of work.

2. Provide remediation solutions needed to bring building in compliance with current applicable codes and addendums for Montgomery County and State of Maryland.
  - 2015 International Building Code
  - 2010 American Disabilities Act Accessibilities Guidelines
  - 2015 Mechanical Code
  - 2014 NFPA70 National Electric Code
  - 2015 International Energy Conservation Code
  - 2013 NFPA72 Fire Alarm Code and 2013 State Adoption Fire Prevention Code
  - 2015 NFPA 101 Life Safety Code and 2015 State Adoption Fire Prevention Code
  - WSSC Plumbing Code
  - 2013 HFPA 13R/13 Commercial Sprinkler Code and 2013 State Adoption Fire Prevention Code
  - 2012 International Green Construction Code (new code adopted in 2016 by Montgomery County)
3. Provide cost estimates for each remediation solution presented
4. Provide life cycle cost analysis for remediated building based on solutions presented
5. Include meetings with Management and Leisure World Board of Directors to discuss project scope, progress of investigation and final recommendations.
6. Include all disciplines required to conduct a complete and thorough investigation and report; including any construction activities required to fully assess the current construction/condition of the Administration Building.

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Saturday, February 3, 2018 12:28 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** members@townmeetingorganization.com; justus organization; LW Green  
**Subject:** Undeliverable: This is to confer w/you -re: Town Meeting Organization

With purposeful intent to block our emails and cause communication interference, LW General Manager Kevin Flannery, has instructed the LW IT Director Jamie McDonald to **BLOCK** my emails to Leisure World management employees.

This is to be noted by the Planning Board Commissioners .

As the President of the only Leisure World resident advocacy organization, this blockage is a direct violation and effort to subvert the 11/30/17 Planning Board Commissioners instruction re: communications between Leisure World and the residents.

s.l.katzman  
president -  
town meeting organization

**From:** <[postmaster@lwmc.com](mailto:postmaster@lwmc.com)>  
**Date:** February 3, 2018 11:46:08 AM EST  
**To:** <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Subject:** **Undeliverable: This is to confer w/you -re: Town Meeting Organization**



Your message to [lwnews@lwmc.com](mailto:lwnews@lwmc.com) couldn't be delivered.

A custom mail flow rule created by an admin at [lwmc.com](http://lwmc.com) has blocked your message.

Please be advised, your message has not been delivered to some or all recipients.



**admin**  
Sender

**Office 365**

**lwmc.com**  
**Action Required**

Blocked by mail flow rule

## How to Fix It

An email admin at [lwmc.com](mailto:lwmc.com) has created a custom mail flow rule that blocks messages that meet certain conditions, and it appears that your message has met one or more of those conditions.

- Check the text above for a custom message from the email admin that may help explain why your message was blocked and how you might be able to fix it. For example, removing prohibited words from the message or sending the message from a different email account may be sufficient to deliver your message.

If you've tried and you're still not able to fix the problem, consider contacting the email admin at [lwmc.com](mailto:lwmc.com) to discuss what to do. While they're unlikely to remove or relax the rule, if you have a legitimate need to deliver your message they may offer guidance for how to do so.

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## More Info for Email Admins

*Status code: 550 5.7.1\_ETR*

This error occurs because an email admin at [lwmc.com](mailto:lwmc.com) has created a custom mail flow rule that has blocked the sender's message.

In some cases, the sender can change the message so it no longer violates the rule. However, depending on the rule's conditions, it's possible that the only way to deliver the message is to change the rule itself, and only an email admin at [lwmc.com](mailto:lwmc.com) can do that. Although it's possible the rule is unintentionally flawed or it's stricter than the admin intended, it may be working exactly as they want it to.

### Original Message Details

Created Date: 2/3/2018 4:46:00 PM  
 Sender Address: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
 Recipient Address: [lwnews@lwmc.com](mailto:lwnews@lwmc.com)  
 Subject: This is to confer w/you -re: Town Meeting Organization

### Error Details

Reported error: *550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy*  
 DSN generated by: BLUPR10MB0641.namprd10.prod.outlook.com

## Message Hops

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Sat, 03 Feb 2018 08:46:04 -0800 (PST)

From: "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>

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Date: Sat, 3 Feb 2018 11:46:00 -0500

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CC: richard thornell <[rpthornell@comcast.net](mailto:rpthornell@comcast.net)>,

Janice McLean <[janicewmclean@gmail.com](mailto:janicewmclean@gmail.com)>,

carole portis <[onomistee@aol.com](mailto:onomistee@aol.com)>,

carolee rowse <[carolee.rowse@gmail.com](mailto:carolee.rowse@gmail.com)>

To: Maureen Freeman <[lwnews@lwmc.com](mailto:lwnews@lwmc.com)>

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# Appendix N

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X-Microsoft-Exchange-Diagnostics:

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Received-From-MTA: dns;mail-qk0-f173.google.com

Arrival-Date: Sat, 3 Feb 2018 16:46:06 +0000

Final-Recipient: rfc822;lwnews@lwmc.com

Action: failed

Status: 5.7.1

Diagnostic-Code: smtp;550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy

X-Display-Name: Maureen Freeman

From: "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>

Date: February 3, 2018 11:46:00 AM EST

To: Maureen Freeman <[lwnews@lwmc.com](mailto:lwnews@lwmc.com)>

Cc: richard thornell <[rpthornell@comcast.net](mailto:rpthornell@comcast.net)>, Janice McLean <[janicewmclean@gmail.com](mailto:janicewmclean@gmail.com)>, carole portis

<[onomistee@aol.com](mailto:onomistee@aol.com)>, carolee rowse <[carolee.rowse@gmail.com](mailto:carolee.rowse@gmail.com)>

Subject: This is to confer w/you -re: Town Meeting Organization

In fulfillment of E&R policy & procedures "Procedures for Newly Approved Organizations", the following Town Meeting Organization officers have been elected:

- President: S.L.Katzman
- Vice President: Janice McLean
- Treasurer: Carole Portis
- Secretary: Carolee Rowse

Planning meetings will be held as necessary - as needed room reservations will be requested by email or in person at the E&R front desk

Although it has not been specifically decided, monthly Organization meetings are expected to be held monthly, room arrangements will be the responsibility of the President or in the alternative, Vice President.

If you wish to meet to discuss, please reply to schedule a date/time.

Thank you.

s.l.katzman

president -  
town meeting organization



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Saturday, February 3, 2018 1:06 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization;  
members@townmeetingorganization.com; LW Green; ben kramer;  
lwdogs@justus.group  
**Subject:** re: Admin. Bldg. revisions

**From:** Jean Westler <jahodor@gmail.com>  
**Date:** February 3, 2018 1:00:08 PM EST  
**To:** admin@townmeetingorganization.com  
**Subject:** Re: Admin. Bldg. revisions

Let's just face it, folks. Our paid manager is doing all he can to subvert the intent of the Planning Board and undermine the voices of the people who live at Leisure World and pay his salary. Flannery should be fired for not serving the best interests of the people he's hired to serve. Let's do a petition to fire Flannery. (We sure can't count on the so-called BOD to do the job.)

P.S. Well-said, Judy Rosenthal!

Jean Westler

**From:** "admin@justus.group" <admin@justus.group>  
**Date:** February 3, 2018 1:03:25 PM EST  
**To:** mont.Co.PlanningBoard@justus.group, justus organization <justus@justus.group>, members@townmeetingorganization.com, LW Green <lwgreen@justus.group>, lwdogs@justus.group, ben kramer <kramerdelegate19@aol.com>  
**Subject:** re: Admin. Bldg. revisions

**Subject:** RE: Admin. Bldg. revisions  
**From:** Lois Kutun <lkutun@msn.com>  
**Date:** February 3, 2018 12:57:07 PM EST  
**To:** admin@townmeetingorganization.com

According to YourDictionary.com, CONSENSUS--"An agreement made by a group. An example of consensus is when Republicans and Democrats agree on language for a bill." CONSENSUS means generally accepted opinion. If a vote of the community had been taken on the administration building and the majority of the votes had been to approve, then moving ahead on the new administration building would represent a consensus of Leisure World residents. In the absence of such a vote, there is no consensus in Leisure World in regard to proceeding with the new administration building.



Tom Conger

**From:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Date:** February 3, 2018 12:41:47 PM EST  
**To:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [lwdogs@justus.group](mailto:lwdogs@justus.group), ben kramer <[kramerdelegate19@aol.com](mailto:kramerdelegate19@aol.com)>  
**Cc:** Pamela <[pburdick7@verizon.net](mailto:pburdick7@verizon.net)>, Juanita Sealy-Williams <[sealyjaws@gmail.com](mailto:sealyjaws@gmail.com)>, Michael Oliver <[olivermp76@gmail.com](mailto:olivermp76@gmail.com)>, Janice Handley <[jhandley123@gmail.com](mailto:jhandley123@gmail.com)>, dee williams <[deawill@aol.com](mailto:deawill@aol.com)>  
**Subject:** Admin. Bldg. revisions

**From:** "JudyR" <[justroses@verizon.net](mailto:justroses@verizon.net)>  
**Date:** February 3, 2018 12:34:39 PM EST  
**To:** <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>, <[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)>, "justus organization" <[justus@justus.group](mailto:justus@justus.group)>, <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, "LW Green" <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Cc:** "Pamela" <[pburdick7@verizon.net](mailto:pburdick7@verizon.net)>, "Juanita Sealy-Williams" <[sealyjaws@gmail.com](mailto:sealyjaws@gmail.com)>, "Michael Oliver" <[olivermp76@gmail.com](mailto:olivermp76@gmail.com)>, "Janice Handley" <[jhandley123@gmail.com](mailto:jhandley123@gmail.com)>, "Dee Williams" <[deawill@aol.com](mailto:deawill@aol.com)>  
**Subject:** Re: Admin. Bldg. revisions

So sorry! In my haste to write this, I misspelled Mr. Flannery's name, twice! The error has been corrected.

Judy Rosenthal

**From:** JudyR  
**Sent:** Saturday, February 03, 2018 12:15 PM  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) ; [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group) ; [justus.organization](mailto:justus.organization) ; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com) ; LW Green  
**Cc:** Pamela ; [Juanita Sealy-Williams](mailto:Juanita.Sealy-Williams) ; [Michael Oliver](mailto:Michael.Oliver) ; [Janice Handley](mailto:Janice.Handley) ; [Dee Williams](mailto:Dee.Williams)  
**Subject:** Re: Admin. Bldg. revisions

How does "community meeting" translate into Mutual meeting? Mr. Flannery is trying, yet again, to do as little as possible to accomplish what was requested by the MC Planning Board, which was to inform residents and gain consensus—of the community. I saw a quote that seems to describe what's going on here: "Rank does not confer privilege or give power. It imposes responsibility." Peter Drucker, Author and Management Consultant. Mr. Flannery has the responsibility to inform the community. This community is composed of over 8,700 people, so how does a handful of Mutual residents attending Mutual Board meetings, translate into informing the community? Perhaps a series of community meetings in CH II? Then again, does February really sound like a good month to expect seniors to go out in bitter cold, maybe snow, to attend anything? The timing could not be more perfect from their point of view. As of yet, I haven't seen any notice posted in my Mutual about such an upcoming meeting. I'm not even sure Mr. Flannery should be doing it. A fully informed third party, with nothing to gain, should be conducting these meetings—if such a person exists.

Judy Rosenthal  
Mutual 19A

**Subject:** Fwd: Admin. Bldg. revisions  
**From:** carole portis <[onomistee@aol.com](mailto:onomistee@aol.com)>  
**Date:** February 2, 2018 11:02:33 PM EST  
**To:** [kflannery@lwmc.com](mailto:kflannery@lwmc.com), LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com), Lori Shirley <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>, Matt Mills <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, [mont.co.planningBoard@justus.group](mailto:mont.co.planningBoard@justus.group), Cc: [justus@justus.group](mailto:justus@justus.group), [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>

Explain the difference between "community meetings" and "mutual meetings" as described in letter from MNCPPC?

Thanks,

Carole L. Portis  
[onomistee@aol.com](mailto:onomistee@aol.com)

**Subject:** Re: WHO WOULD HAVE THOUGHT? by Bob Ardike  
**From:** jean westler <[jahodor@gmail.com](mailto:jahodor@gmail.com)>  
**Date:** February 3, 2018 12:06:52 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)

I never received a letter in Dec (or any other month) from Henry Jordan.  
Meeting with individual Mutuals is a waste of time. very few attend these meetings. Is the Mutual supposed to notify all residents when, where such meeting is to occur-- in time for them to attend? Just wondering.  
Jean

**From:** Lois Kutun <[lkutun@msn.com](mailto:lkutun@msn.com)>  
**Date:** February 2, 2018 10:34:13 PM EST  
**To:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Subject:** RE: Admin. Bldg. revisions

Both commissioners Gonzales and Cichy stated that they expected the applicant to go back to the community and "gain consensus" on how to move forward. The feeble effort underway by Kevin Flannery and Nicole Gerke in no way complies with what these commissioners expect to occur.

Tom Conger (Mutual 18)

**Subject:** Re: Admin. Bldg. revisions  
**From:** carole portis <[onomistee@aol.com](mailto:onomistee@aol.com)>  
**Date:** February 2, 2018 10:25:58 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com), Lori Shirley <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>, Matt Mills <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, [mont.co.planningBoard@justus.group](mailto:mont.co.planningBoard@justus.group)  
**Cc:** justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>

**It says community meetings? Not Mutual meetings. Needs to be an open forum in the Leisure World Auditorium at staggered times in order that information is the same and not influenced by Kevin Flannery and staff.**

Carole L. Portis  
[onomistee@aol.com](mailto:onomistee@aol.com)

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**Subject: Admin. Bldg. revisions**  
**From: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)**  
**Date: February 2, 2018 5:31:13 PM EST**  
**To: Lori Shirley <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>, Matt Mills <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, [mont.co.planningBoard@justus.group](mailto:mont.co.planningBoard@justus.group)**  
**Cc: justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>**

Thank you Lori:

**Your reply states: "The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time"**

**1. This article was published in the 2-2-18 LW News by LW management stating: "A second hearing is expected to be scheduled in March".**

**On what basis is LW management announcing an expected March meeting?**

**2. The Commissioners vote to "defer" was based upon taking this back to the residents to "gain consensus". LW governance and management are acutely aware of the well known fact that a minuscule number of residents attend mutual board of directors meetings.**

**In fact, when Kevin Flannery and Nicole Gerke gave this report on 1/25/18 at the Overlook (mutual 26 - a ten floor high rise with 260 residential units) mutual board of directors, reportedly all of 6-10 residents were in attendance. There were no resident hand outs provided.**

**A tally of the number of residents attending each of these mutual board of directors meetings must be obtained by the planning staff to record the total number of residents attending. The only way to "gain consensus" is by community wide vote.**

# This is NOT what the Planning Board Commissioners intended when instructing Leisure World to "gain consensus".

s.l.katzman  
president -  
town meeting organization

From: "Shirley, Lori" <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
Date: February 2, 2018 4:12:46 PM EST  
To: "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
Cc: "[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)" <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, "Mills, Matthew" <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, "[ngerke@lwmc.com](mailto:ngerke@lwmc.com)" <[ngerke@lwmc.com](mailto:ngerke@lwmc.com)>, "Scott Wallace ([swallace@linowes-law.com](mailto:swallace@linowes-law.com))" <[swallace@linowes-law.com](mailto:swallace@linowes-law.com)>  
Subject: RE: Admin. Bldg. revisions

Hi Sheryl,

Here are the answers to your three questions in your 2.1.18 e-mail:

1. **No revised site plan submittal has been made to the Planning Department at this time.**
2. **The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time.**
3. **Revisions to the site plan to address the Montgomery Green Building Code will be in the future revised site plan.**

As a reminder, the (attached) statement the Montgomery County Planning Department made available on our website this past December contains information the Applicant is still in the process of addressing before the item will be continued at the Montgomery County Planning Board. Please know that the Applicant is in the process of conducting meetings/presentations to all 29 Mutuals in the community. You and your neighbors are encouraged to attend the respective meeting/presentation in the Mutual where you reside, if you have not already done so. These meetings/presentations include time for questions and answers about the revised site plan.

Please know too, shortly after the revised plans have been submitted to the Planning Department, these will be available for public viewing/access on our website in the Development Activity Information Center (DAIC). If

you need assistance regarding how to use this technology, let me know and I will be glad to explain how to view these from your home computer. Thanks for your inquiry!

Lori Shirley  
Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)

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**From:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) [mailto:[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)]  
**Sent:** Thursday, February 01, 2018 5:05 PM  
**To:** Shirley, Lori <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
**Cc:** [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); justus organization <[justus@justus.group](mailto:justus@justus.group)>; LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Subject:** Admin. Bldg. revisions

Lori:

You are asked to provide the following:

2. revised site plan submitted to Md. Nat. Capital Park & Planning Commission
3. date of Planning Commission continuation of 11/30/17 hearing.
4. revisions to site plan to comply with new Montgomery Green Building Code

s.l.katzman

president -  
town meeting organization

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From: Lois Kutun <[lkutun@msn.com](mailto:lkutun@msn.com)>  
Date: February 2, 2018 10:34:13 PM EST  
To: "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
Subject: RE: Admin. Bldg. revisions

Both commissioners Gonzales and Cichy stated that they expected the applicant to go back to the community and "gain consensus" on how to move forward. The feeble effort underway by Kevin Flannery and Nicole Gerke in no way complies with what these commissioners expect to occur.

Tom Conger (Mutual 18)

Subject: Re: Admin. Bldg. revisions  
From: carole portis <[onomistee@aol.com](mailto:onomistee@aol.com)>  
Date: February 2, 2018 10:25:58 PM EST  
To: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com), Lori Shirley <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>, Matt Mills <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, [mont.co.planningBoard@justus.group](mailto:mont.co.planningBoard@justus.group)  
Cc: justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>

It says community meetings? Not Mutual meetings. Needs to be an open forum in the Leisure World Auditorium at staggered times in order that information is the same and not influenced by Kevin Flannery and staff.

Carole L. Portis  
[onomistee@aol.com](mailto:onomistee@aol.com)

---

Subject: Admin. Bldg. revisions  
From: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
Date: February 2, 2018 5:31:13 PM EST  
To: Lori Shirley <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>, Matt Mills <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, [mont.co.planningBoard@justus.group](mailto:mont.co.planningBoard@justus.group)  
Cc: justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
Thank you Lori:

Your reply states: "The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time"

1. This article was published in the 2-2-18 LW News by LW management stating: "A second hearing is expected to be scheduled in March".

On what basis is LW management announcing an expected March meeting?

2. The Commissioners vote to "defer" was based upon taking this back to the residents to "gain consensus". LW governance and management are acutely aware of the well known fact that a minuscule number of residents attend mutual board of directors meetings.

In fact, when Kevin Flannery and Nicole Gerke gave this report on 1/25/18 at the Overlook (mutual 26 - a ten floor high rise with 260 residential units) mutual board of directors, reportedly all of 6-10 residents were in attendance. There were no resident hand outs provided.

# Appendix N

A tally of the number of residents attending each of these mutual board of directors meetings must be obtained by the planning staff to record the total number of residents attending. The only way to "gain consensus" is by community wide vote.

This is NOT what the Planning Board Commissioners intended when instructing Leisure World to "gain consensus".

s.l.katzman  
president -  
town meeting organization

From: "Shirley, Lori" <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
Date: February 2, 2018 4:12:46 PM EST  
To: "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
Cc: "[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)" <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, "Mills, Matthew" <[matthew.mills@mncppc.org](mailto:matthew.mills@mncppc.org)>, "[ngerke@lwmc.com](mailto:ngerke@lwmc.com)" <[ngerke@lwmc.com](mailto:ngerke@lwmc.com)>, "Scott Wallace ([swallace@linowes-law.com](mailto:swallace@linowes-law.com))" <[swallace@linowes-law.com](mailto:swallace@linowes-law.com)>  
Subject: RE: Admin. Bldg. revisions

Hi Sheryl,

Here are the answers to your three questions in your 2.1.18 e-mail:

No revised site plan submittal has been made to the Planning Department at this time.  
The date of the Planning Board's continuation of Site Plan No. 820170120 has not been scheduled at this time.  
Revisions to the site plan to address the Montgomery Green Building Code will be in the future revised site plan.

As a reminder, the (attached) statement the Montgomery County Planning Department made available on our website this past December contains information the Applicant is still in the process of addressing before the item will be continued at the Montgomery County Planning Board. Please know that the Applicant is in the process of conducting meetings/presentations to all 29 Mutuals in the community. You and your neighbors are encouraged to attend the respective meeting/presentation in the Mutual where you reside, if you have not already done so. These meetings/presentations include time for questions and answers about the revised site plan.

Please know too, shortly after the revised plans have been submitted to the Planning Department, these will be available for public viewing/access on our website in the Development Activity Information Center (DAIC). If you need assistance regarding how to use this technology, let me know and I will be glad to explain how to view these from your home computer. Thanks for your inquiry!

Lori Shirley  
Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)

From: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) [mailto:[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)]  
Sent: Thursday, February 01, 2018 5:05 PM  
To: Shirley, Lori <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
Cc: [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); justus organization <[justus@justus.group](mailto:justus@justus.group)>; LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
Subject: Admin. Bldg. revisions

Lori:

You are asked to provide the following:

2. revised site plan submitted to Md. Nat. Capital Park & Planning Commission
3. date of Planning Commission continuation of 11/30/17 hearing.
4. revisions to site plan to comply with new Montgomery Green Building Code

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*





Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

---

**From:** S Sam Verma <samverma@aol.com>  
**Sent:** Saturday, February 3, 2018 6:32 PM  
**To:** chair@mncppc.org  
**Cc:** Shirley, Lori  
**Subject:** Administrative Building in Leisure World (LW) of Maryland  
**Attachments:** AdminBuilding18.docx

Dear Chair Person & Members of Park Planning Commission:

I have been living in Montgomery County for last 40 years and after retiring from my Consulting practice, I am a resident of Leisure World for the last 9 years

There had been lots of communication between LW BOD, its residents and various agencies in the County about Proposed Administrative Building in Leisure World in recent months and I had been independent participant/observant on this matter.

However, I feel now is perhaps the time for me to provide you, members of Park planning, and others regulators an independent evaluation of the situation. .

Thus , I am herewith attaching (forwarding) you all a copy of my Memo to Leisure World BOD for your perusal.

I trust this will provide clarity on this matter for your deliberation, and if I can be of any help please do not hesitate to contact me

Thanks & with best

S. (Sam) Verma  
# 918,  
15100 Interlachen Drive  
Silver Spring, MD 20906  
ph 240-669-8504



2/4/2018

**From:**

**S (SAM) P. Verma, S.E., P.E. (Retd.)  
#918, Green 2, Bldg 4**

**email: samverma@aol.com  
240-669-8504**

**Chair Person & Members BOD**

**LWCC**

**Leisure World of Maryland**

**Sub: Administrative Building**

**Dear Sir/ Madam:**

**This is a follow up of my opinion expressed in LWCC BOD meeting on Tuesday Jan 30, 2018 in resident open forum and I request Board to include this memo in the package of deliberation for its next meeting.**

**Year 2013 when proposal concerning Administrative Building & other Facilities Enhancement Plan was initiated by the BOD & its Architect/Planner; I contacted several residents of LW in various open forums and meetings for a review of the proposed plan and also to consider other viable alternatives. Because of my experience in managing, engineering such projects all around the world, I felt if residents really are interested in other alternatives or better solution of proposed plan they would welcome my overtures.**

**I found absolutely no interest on behalf of residents. As a matter of fact I found some of them supportive of the proposal (who are complaining against it now ) presented by BOD. After several months of trying and persuading, and finding no interest from residents, I finally ended my efforts in year 2014.**

**More than five years and after several hundred of hours of deliberation by volunteer members on the Board, and several open meetings, some and same residents who were totally uninterested are now trying to voice their objections without providing a viable alternatives or having any expertise in such projects. Some who are objecting are new residents (six months to a year in LW), and they want to move the goal post of this or any past decision to hear them and reinvent the wheel. They are forgetting that it could never be an unending cycle of reinventing the wheel as LW has new residents every month.**

**I hope residents should know that planning, getting permit for construction in Montgomery County is a long and arduous process, and after so many years complacency it is time to move on.**

**There may be or may not be a better alternative but as a Professional & Structural Engineer of large projects I hope residents should realize that five years of deliberation is way too long**

for analysis and finding alternatives. My experience compels me that if we do not accept and act now we will be on merry go round for ever. There are always some perennial complainers who may disagree with me, but I strongly feel time for further deliberation and complain is over.

Thanks & with best

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Saturday, February 3, 2018 10:25 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** : I DIDN'T KNOW THAT...DID YOU? Bob Ardike

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 3, 2018 7:32:47 PM EST  
**To:** admin JustUs <admin@justus.group>  
**Subject:** I DIDN'T KNOW THAT...DID YOU? Bob Ardike

## WHAT YOU DIDN'T KNOW THAT YOU

### DIDN'T KNOW

\*

"As early as the year 2000 (18 years ago), Leisure World Management recognized a concern about overcrowding in the Administration Building (in that year the present General Manager was an "assistant"). Recognizing this concern, the architectural firm **Interplan (this architectural firm still exists)** was tasked to examine the situation and recommend solutions. The (following year) **2001 Interplan report** showed that reallocations could relieve the overcrowding. Their plan would have **not only** relieved the overcrowding but also would continue to accommodate a bank, a real estate presence, offices for Montgomery Mutual, and offices for all Assistant General managers. Their report was the result of detailed, careful analysis of requirements resulting from application of of accepted space allocation standards. Their analysis identified some Building Code improvements, and a number of space saving administrative improvements that would temper space requirements. **They did not** suggest destroying and replacing the building. **Their recommendations were not implemented."**

The **Source** of the above: February 2015 report entitled "CPAC (Leisure World Community Planning Advisory Committee ) Recommendations for Interim Space Adjustments to LWM Administration Building."

\* From the same 3 page report... under the topical paragraph "Potentially Available Space" the following is stated...\* **"in 2001 LW(Management) staff numbered 371."** A paragraph is devoted to describing where the space savings can be achieved. The section concludes with the following statement: "Thus, nearly 5000 SF

(square feet) could be available for relieving staff over crowding, with only minor renovation or other costs.”

The figure of **371** is rather curious. Why, you ask? Well! Here’s why! The brand new, official Leisure World website, under the topical area entitled, “Work At Leisure World” states...

The success of Leisure World depends upon more than **240 full- and part-time employees**. Possessing a wide range of education and work experience, our team works throughout the community in critical roles spanning property management, administration, accounting, building trades, fleet services, and security.

**WOW!**

By 2015, based on what the CPAC paper states, staff employment was still above 350 total employees, as it was in 2001. So, in just 3 years LW Management found it could reduce the work force down to 240? That is quite a feat. This is the kind of **managing** that should be shared on a much larger scale. This might be the basis for why the General Manager continues to receive “contract extensions?”

\* The above is based on the 3 page report attributed to CPAC.

I’ll bet you also didn’t know the following...that same updated Leisure World website contains the following statement

**“A newly renovated fitness center opened in September 2017, and in 2019, a brand new Administration building is debuting in the community.(Get To Know Us - Our Community.”** Now! Wouldn’t you think “modesty” would have dictated waiting until Montgomery Park & Planning had “green lighted” the project?...or...does Management have info the rest of us do not?...I guess that remains to be seen?

Lastly, isn’t it rather curious/unusual that the previous Chairperson of the LWBOD, who signed the *JustUs* initiated petition for a “referendum” to survey community sentiment regarding a **New** administration building, could not bring himself, **during his tenure**, to find it within his discretion to make the wisdom of his sentiments know to the entire LWBOD? Funny! Isn’t it? He regularly seemed to find the time to attack the person who initiated the petition and the organization, “**JustUs**”, which she founded...that person being Sheryl Katzman (aka “Catwoman” & NOW “Sparky”). Then, to top it off, he apparently did nothing to dissuade an adolescent like, venomous, outrageous public attack, that came from “one well known” to him, directed at Ms Katzman, at an E & R Advisory Committee meeting. It was delivered as a written speech.

Although on the bright side:

- he did - **state**, publicly, the **uncertainty** of money to pay for a new Administration building...AND

- He did, in a Jan. 2, 2018, letter to the LWBOD write that **he wished**, from the beginning, **the proposed new Administration** building had been called a **“Residents’ Services Building.”** (did this come from watching the tv series “Mad Men?”..sound a lot like something the lead character..Don Drapper would have advocated drawing upon techniques revealed in a book called “The Hidden Persuaders?”).

- he did at the November 28, 2017, LWBOD meeting **state his uncertainty** about where the money would come from for a contractor (an **additionally** proposed \$125,000.) being requested by the Strategic Planning Committee.

So, this might result in asking the following: The Chairperson held the position for 3 years. The LWBOD was “pell-mell” to move forward. Was the Chairperson just “out/kept out of the loop,” so to speak? If he didn’t/doesn’t know where the money “was going to come from,” why do so many other LWBOD members NOT seem to have the same problem?

I do not know the answers to these or many other reasonable questions that might be asked here. Maybe you do?

I’ll end by saying the following. “I don’t really know who will win the Super Bowl...

Bob Ardike



*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Saturday, February 3, 2018 10:58 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Right now, the only hope for owners is Justus

John Feldmann, Leisure World

Hi Carl, I like what you said for the most part. Would love to see the owners consensus come to fruition. I am not as optimistic as you and perhaps not as patient. Since my only experience with a board is my mutual board, I disagree with assessment of members giving of the valuable time and effort. What I struggle with is that these people are intelligent but lack a business perspective and think they know everything. I must say that our current president is in some ways better than the previous. But the reality of it all, is their egoistic attitude and curt or lack of responses to questions and or emails. I used to walk around both buildings looking for things needing repair, and it was very unappreciated by the building manager.

Unfortunately, the board sets a high priority on having a friendly relationship rather than a business relationship with LWMC and its employees. Board members take things personally and allow their emotions to rule. We have one board member than constantly runs her mouth. I suspect my standards and expectations are way too high for LW, and I am about to become as apathetic as the next person.

**Right now, the only hope for owners is Justus**, and that is a sad thing to say. The only other way that I can see to make a statement and to get people's attention to start demonstrating. I am sure that would boost some of the board member's ego even higher. I can go on and on about all these issues.

Here are a few thoughts that could potentially resolve many of our issues:

- \* Term limitations for board members
- \* If you are serving on the board, you cannot serve on a committee or any other position in a governing manner
- \* Develop a strategic plan
- \* Develop a business model—how do we generate revenue
- \* Establish and publish annual goals for the board and committees and quarterly measurements of achievement
- \* Process improvement plans change management plan
- \* Implement oversight of all LWMC activities
- \* Implement employee performance standards and measurements
- \* Space management
- \* Establish operating policies, procedures, standards, guidelines etc.
- \* Require professional personal certifications
- \* Survey owners/residents twice a year about services and suggestions

There is a lot of work the board and committees should be doing but aren't.

John

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Saturday, February 3, 2018 11:34 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization;  
members@townmeetingorganization.com; LW Green; ben kramer;  
lwdogs@justus.group  
**Subject:** re: Admin. Bldg. revisions

**From:** "Feldmann" <jjf3353@comcast.net>  
**Date:** February 3, 2018 2:54:57 PM EST  
**To:** <admin@justus.group>, <mont.Co.PlanningBoard@justus.group>, "justus organization"  
<justus@justus.group>, <members@townmeetingorganization.com>, "LW Green" <lwgreen@justus.group>, "ben  
kramer" <kramerdelegate19@aol.com>, <lwdogs@justus.group>  
**Subject:** RE: Admin. Bldg. revisions

It is obvious that LW has chosen to define obtaining community consensus as to go around to mutuals versus conducting community-wide meeting(s). If this approach is not what the planning commission wanted, let the commission inform LW to go back again and obtain a consensus. Why, if LW is wrong in the attempt, do we care. On the other hand, if the commission accepts LW effort to go around to mutual as gaining concession, then we must be prepared to deal with the commission.

John

**From:** Jean Westler <jahodor@gmail.com>  
**Date:** February 3, 2018 1:00:08 PM EST  
**To:** admin@townmeetingorganization.com  
**Subject:** Re: Admin. Bldg. revisions

Let's just face it, folks. Our paid manager is doing all he can to subvert the intent of the Planning Board and undermine the voices of the people who live at Leisure World and pay his salary. Flannery should be fired for not serving the best interests of the people he's hired to serve. Let's do a petition to fire Flannery. (We sure can't count on the so-called BOD to do the job.)

P.S. Well-said, Judy Rosenthal!

Jean Westler

**From:** "admin@justus.group" <admin@justus.group>  
**Date:** February 3, 2018 1:03:25 PM EST  
**To:** mont.Co.PlanningBoard@justus.group, justus organization <justus@justus.group>,  
members@townmeetingorganization.com, LW Green <lwgreen@justus.group>, lwdogs@justus.group, ben kramer  
<kramerdelegate19@aol.com>  
**Subject:** re: Admin. Bldg. revisions

**Subject:** RE: Admin. Bldg. revisions

**From:** Lois Kutun <[lkutun@msn.com](mailto:lkutun@msn.com)>  
**Date:** February 3, 2018 12:57:07 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**According to YourDictionary.com, CONSENSUS--"An agreement made by a group. An example of consensus is when Republicans and Democrats agree on language for a bill." CONSENSUS means generally accepted opinion. If a vote of the community had been taken on the administration building and the majority of the votes had been to approve, then moving ahead on the new administration building would represent a consensus of Leisure World residents. In the absence of such a vote, there is no consensus in Leisure World in regard to proceeding with the new administration building.**

Tom Conger

**From:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Date:** February 3, 2018 12:41:47 PM EST  
**To:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [lwdogs@justus.group](mailto:lwdogs@justus.group), ben kramer <[kramerdelegate19@aol.com](mailto:kramerdelegate19@aol.com)>  
**Cc:** Pamela <[pburdick7@verizon.net](mailto:pburdick7@verizon.net)>, Juanita Sealy-Williams <[sealyjaws@gmail.com](mailto:sealyjaws@gmail.com)>, Michael Oliver <[olivermp76@gmail.com](mailto:olivermp76@gmail.com)>, Janice Handley <[jhandley123@gmail.com](mailto:jhandley123@gmail.com)>, dee williams <[deawill@aol.com](mailto:deawill@aol.com)>  
**Subject:** Admin. Bldg. revisions

**From:** "JudyR" <[justroses@verizon.net](mailto:justroses@verizon.net)>  
**Date:** February 3, 2018 12:34:39 PM EST  
**To:** <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>, <[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)>, "justus organization" <[justus@justus.group](mailto:justus@justus.group)>, <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, "LW Green" <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Cc:** "Pamela" <[pburdick7@verizon.net](mailto:pburdick7@verizon.net)>, "Juanita Sealy-Williams" <[sealyjaws@gmail.com](mailto:sealyjaws@gmail.com)>, "Michael Oliver" <[olivermp76@gmail.com](mailto:olivermp76@gmail.com)>, "Janice Handley" <[jhandley123@gmail.com](mailto:jhandley123@gmail.com)>, "Dee Williams" <[deawill@aol.com](mailto:deawill@aol.com)>  
**Subject:** Re: Admin. Bldg. revisions

So sorry! In my haste to write this, I misspelled Mr. Flannery's name, twice! The error has been corrected.

Judy Rosenthal

**From:** JudyR  
**Sent:** Saturday, February 03, 2018 12:15 PM  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) ; [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group) ; justus organization ; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com) ; LW Green  
**Cc:** Pamela ; Juanita Sealy-Williams ; Michael Oliver ; Janice Handley ; Dee Williams  
**Subject:** Re: Admin. Bldg. revisions

How does "community meeting" translate into Mutual meeting? Mr. Flannery is trying, yet again, to do as little as possible to accomplish what was requested by the MC Planning Board,

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Saturday, February 3, 2018 11:39 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** : this is what Barbara Cronin did to Elaine Hurley's Jan. 2017 motion for suspension of new admin.bldg  
**Attachments:** pg.1.pdf; pg.2.pdf; Jolene King - Admin. Bldg. Invasive Study.pdf

**Subject: Re: Barbara Cronin article in Mut.15 newsletter**

**From:** Anne Marie Martinez <annemariechuck@gmail.com>

**Date:** February 3, 2018 4:55:21 PM EST

**To:** JustUs admin <admin@justus.group>

**Cc:** justus organization <justus@justus.group>, members@townmeetingorganization.com, LW Green <lwgreen@justus.group>, Montgomery County Council <County.Council@montgomerycountymd.gov>, jackie rabinow <js.rabinow@verizon.net>, pat duran <patd1598@gmail.com>, carl dahlstrom <cdahl5090@aol.com>, richard bambach <richard.bambach@verizon.net>

How very interesting....the Board Meeting rooms, including the Ballroom, cannot hold anywhere near 8,500 people!!! Plus having armed guards present at meetings, to scare, intimidate, and encourage not to come, is NOT COMMUNITY PUBLIC INFORMATION....or a forum to speak to residents/owners, in detail, answer the many questions to present how almost \$8 Millions dollars is to be spent. on a few occasions, is again not anywhere near meeting the duty of the Boards to inform residents. Perhaps Ms. Cronin has forgotten that residents usually were not allowed to speak (especially during her time, and before). That is why they had armed guards, to protect the poor little fragile board members, from elderly in wheel chairs, walkers, and other physical disability aids, well as other residents many, many who have skills and qualifications, most, if not all Board Members do not have. How many Board members, know the corporate documents, and all other legal documents, like By-Laws, Rules, etc...? Very few.

Mutuals having their own meetings to explain to the residents, is a waste of time. Each Mutual will have their own opinion and there are 29 MUTUALS.

If Leisure World wants to spend this kind of money on its staff convenience, that is wrong. (1) We could care less about eating in rat/mice infested kitchens that prepare food for the on site restaurants, which the owners of housing units subsidize. (2) Why can't the housing units be retrofitted and brought up to code? (3) Why do we have to live, and pay outrageous condo/coop fees to live in buildings that have pipes constantly breaking, leaking,? (4) Fix the infrastructure of the housing stock - where human beings live and pay fees to keep salaried, bonus, retirement benefits, and many other perks, for arrogant, inefficient and dictatorial staff with - "extreme ignorance and enthusiastic stupidity" - .....MLK, Jr.?

The bottom line is - (1) Why are there so many relatives, of relatives here on staff at LW? (2) How are your contractors chosen? (4) Does LW follow the standard bidding process, the advertising process, the opening of the bids and awarding of the bid process? (3) Why are so called professionals that are paid overestimated fees, make plans and specs for a large retirement adult community, such LW, who have no experience with building for people with disabilities. For example. The most recent dumb waste of money, is spending the many thousands to update the restaurants, yet, the doors, come out to hit you in the face, knock you over using a walker, and slam into you if you are in a wheelchair? And, we "hear" Leisure World wants us, the residents to pay for this expensive mistake? Why? WHO wrote the plans and specs for this project?

Who did the inspection to make sure everything was done, according to the plans and specs? And, CODES? Did you have a permit? Was this inspected by the County? Are you sure its up to code, since the doors were not handicapped

## Appendix N

accessible? Why is a Mutual President allowed to increase a line item, from \$400 to \$3,500 in one year without Board Approval? Why are the Residents required to pay the legal fees for the Board, when the Board has had a legitimate complaint files against them? We, the owners pay for liability insurance for the Board Members, file the claim against yourselves, you are the ones who broke the law, not us. This is less than 1% of our concerns. We have many more, and I am sure thousands of other owners do also.

Perhaps we should put on our thinking caps and make a list of our concerns - and come together and see what we, as a large group, can do. It will be a long process - especially these unacceptable actions, wasting our money, spending without approval, etc..... And, one more? Where is the Leisure World Procurement Policy? Is there one? If not why? - Since these questionable actions and spending have been going on, I would venture to say, since Leisure World first began.

Best to all of you. We need help. Any Ideas?

Thanks

Chuck & Anne Marie Martinez

Mutual14 Bldg. 16 Unit 1-D

**From:** "[admin@justus.group](mailto:admin@justus.group)" <[admin@justus.group](mailto:admin@justus.group)>

**Date:** February 2, 2018 7:37:37 PM EST

**To:** [mont.planningboard@justus.group](mailto:mont.planningboard@justus.group), justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)

**Subject:** this is what Barbara Cronin did to Elaine Hurley's Jan. 2017 motion for suspension of new admin. bldg

*Januray 25, 2017:*

**Cronin's (unsigned) motion to the LW BOD after Elaine introduced her motion:**

I move to postpone action on the motion until next month or until the following information is received by the Board.

Prior to the actual consideration of the motion, the board will have the following information determined and presented:

- a. What is the total amount of money that has been spent to date on the development of plans ( building and site plans) and the preparation and filing of the current site plan?
- b. What will be the resources cost ( money and staff time) needed to select a qualified firm to do the proposed study?
- c. What would be included in the Request for Proposal to firms for consideration of doing an invasive study?
- d. Is the proposed cost of the invasive engineering study realistic in terms of finding a firm to do such a study and then the actual cost of performing the study and delivering the report?
- e. What would be the timeframe the Board could expect to have a final report of such a study?
- f. How will the results of such a study resolve the question of "new vs. renovate" or will it simply still leave the board with options that need to be weighed and decided?
- g. What are the possible unintended consequences of doing the study rather than moving forward on the currently approved plan?

If the motion to postpone is seconded, I would like to speak first in support of it.

1. Whether or not some residents continue to feel that we should simply renovate the current building, the board has taken actions to build a new building and also address the north side of club house I with better access and parking. Some of this work is "in progress" but on hold waiting for the site plan to be approved.
2. All costs of doing the study will add to the final total cost of the administration building project—whether the board decides to go with the new building or renovation of current building.
3. All plans for exterior work on CH I (including planned expansion of Maryland Room and vestibule for Terrace Room) and improved parking access to CH I will be delayed for an unspecified period of time—years.
4. If study suggests/supports feasibility of renovation (and renovation is approved), we will need to start again from scratch on all plan development (building and site) and filings. This will add additional unanticipated costs which will be equal to or probably greater than what we have already spent on the project to this point—see a. above.

*Always ready, willing and able to do their dirty work - Jolene King got to work on documentation to destroy Elaine's motion:*



Action Items –

- a. Request for a general vote by c  
a new Administration building

Ms. Braswell made the followi

Resolved, The LWCC Board c  
community ownership for a di  
Administration Building at a p

**The LWCC Board of Directo**

# Board Nixes Proposal for Building Study

by Maureen Freeman,  
Leisure World News

**T**he Leisure World Community Corporation board of directors soundly defeated a motion to suspend all work on a new Administration

Building and conduct a comprehensive, invasive engineering study on the existing building.

With 21 mutuals voting against the motion and two in favor, the board at its

► to page 2

## Appendix N Board

◀ from page 1

Feb. 28 meeting continued the November 2014 decision not to hire a firm to examine the structure and mechanical, electrical and plumbing systems of the current building.

The board first acted on creating a new Administration Building in September 2013, when it voted to proceed with the project and include improvements to site accessibility, parking and aesthetics. A board-approved site plan for the project, which now includes additions to Clubhouse I's restaurants and Maryland Room, will be submitted in April for review by the Maryland National Capital Park and Planning Commission. The review should take about 14 to 18 months to complete.

Citing details from a nine-page memo about a potential engineering study from Jolene King, Leisure World's assistant general manager for facilities and services, board members spent about an hour discussing the motion and hearing comments from residents before voting.

King's memo recapped the diligence followed by the board for decisions made to date and specifically addressed 19 questions from two board members and a member of the Community Planning Advisory Committee about an engineering study's timeline and potential financial costs, space needs, building life expectancy

March 3, 2017 •

skatzman  
President, JustUs  
[admin@justus.group](mailto:admin@justus.group)

"JustUs" advocates to enhance the quality of life for all Leisure World residents



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*“JustUs” advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Sunday, February 4, 2018 9:19 AM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Letter to Park & Planning

**From:** Bob Ardike <[marybeth.bob@gmail.com](mailto:marybeth.bob@gmail.com)>  
**Date:** February 4, 2018 7:45:00 AM EST  
**To:** admin JustUs <[admin@justus.group](mailto:admin@justus.group)>  
**Subject:** Letter to Park & Planning

Dear Sheryl Katzman, please send my email to members of the Planning Board. Thank you, Bob Ardike

Dear Montgomery County Park and Planning Board Members

Winter is on the wane. This is said in spite of what THAT groundhog in our north, neighboring state proclaimed on February 2nd.

Leisure World of Maryland is a short distance from your Silver Spring downtown office. Soon, you will schedule a re-hearing pertaining to Site Plan No.820170120.

Before that hearing date, please make time to, personally, briefly visit here, if only for 15 minutes. Drive through the Georgia Ave. gate. Take in the view as you approach the first stop sign and turn left. That view will dramatically change if the Administration Building is demolished and the existing parking lot is extended.

Maybe you visited Leisure World sometime in the past (I know members of your staff have been here). Maybe it was for an event held in one of the 2 Clubhouses, the auditorium, the Ballroom or the restaurant? Regardless! Even if so, please come again.

## Appendix N

Park your vehicle in the lot. Go inside our Administration Building and look around. No one will trouble you or ask you to explain your presence. You will detect a reduced pulse of life. As you observe, try to envision what was proposed at the Hearing held on November 30, 2017.

To paraphrase an old saying, "A visit can be worth a 1,000 pictures(or a Plan). Thanking you in advance for your consideration.

Bob Ardike

Leisure World  
Mutual 5 Resident

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** S Sam Verma <samverma@aol.com>  
**Sent:** Sunday, February 4, 2018 1:15 PM  
**To:** samverma@aol.com; chair@mncppc.org  
**Cc:** Shirley, Lori  
**Subject:** Re: Administrative Building in Leisure World (LW) of Maryland

**Sub: Conflict of Interest:**

**This is a follow up to my e-mail below to provide clarity, Please note:**

**"That I am not on any Board of Leisure World or Member of any of its Committee. I am not a part of Leisure World Management or Associated with the Architect-Engineer involved in this project. I am a resident.**

**However, I had managed & engineered large complex civil-structural-architectural-geotechnical projects in USA, Canada, Asia and Middle East. I was involved in providing design guidelines for Concrete Structures for practicing engineers as a Part of American Concrete Institute in USA. I was registered as a Professional & Structural Engineer in several states in USA & Canada where several complex projects were constructed"**

In a message dated 2/3/2018 6:32:21 PM Eastern Standard Time, samverma@aol.com writes:

Dear Chair Person & Members of Park Planning Commission:

I have been living in Montgomery County for last 40 years and after retiring from my Consulting practice, I am a resident of Leisure World for the last 9 years

There had been lots of communication between LW BOD, its residents and various agencies in the County about Proposed Administrative Building in Leisure World in recent months and I had been independent participant/observant on this matter.

However, I feel now is perhaps the time for me to provide you, members of Park planning, and others regulators an independent evaluation of the situation. .

Thus , I am herewith attaching (forwarding) you all a copy of my Memo to Leisure World BOD for your perusal.

I trust this will provide clarity on this matter for your deliberation, and if I can be of any help please do not hesitate to contact me

Thanks & with best

S. (Sam) Verma  
# 918,  
15100 Interlachen Drive  
Silver Spring, MD 20906  
ph 240-669-8504



**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of  
admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 9:43 AM  
**To:** David Frager  
**Cc:** mont.Co.PlanningBoard@justus.group; justus organization; LW Green;  
members@townmeetingorganization.com  
**Subject:** you are invited to speak @ 3/1/18 Town Hall

The Town Meeting Organization invites you as featured speaker at the upcoming March 1, 2018 Town Hall meeting being held in the Crystal Ballroom @ 2-4 pm.

Given the unique perspective that you possess after having served as LW BOD Chair for 3 years, your insights would interest and benefit the community.

In order to meet the (3pm) 2/5/18 LW News deadline, your reply upon receipt is requested.

s.l.katzman  
president -  
town meeting organization





**Shirley, Lori**

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**From:** Bill Taylor <billt68@yahoo.com>  
**Sent:** Monday, February 5, 2018 10:48 AM  
**To:** MCP-Chair  
**Cc:** Shirley, Lori  
**Subject:** Leisure World Administration Building comments

Montgomery Planning Board,

Please consider and add my comments to the Leisure World feedback.

I am fully aware of the controversies regarding the proposed Administration Building. I have heard and read the arguments presented by those "for" and "against" the construction. In fact, I have only been a resident about one year, and I knew about the issue before I moved here. So please don't accept the claim that residents weren't aware of the plan. And, I was informed that there were many discussions about the building proposal for more than the past year. My observation after talking with a sampling of residents is that most are not against the new construction or are ambivalent to the construction.

There appears to be a small, "hard core" group of activists who want to stop the proposed building. I've learned that this group doesn't approve of the current management of Leisure World, and therefore isn't supportive of any proposals for change, even if the results improve the community. You met some members of this group at the Planning Board meeting.

Then there is the argument about tree removal. There have been claims that anywhere from 50 to 100 trees will be cut. I walked the site (as drawn on the plan) and counted about six large tree specimens that would be removed. The rest of the tree growth consisted of scrub trees and brush along the parking lot and shrubbery adjacent to the existing building, which could be easily replaced. Again, this is one of the myths driving the discussion.

Lastly, here are a few of my thoughts.

1. Aesthetically, the proposed building is a huge improvement over the existing structure, which reminds me of a small town police station and jail.
2. The old structure is small, cramped, lacking in modern HVAC design and adequate natural light. The community owes its employees a better work environment.
3. The proposed design offers better access to the clubhouse/restaurant and the administration building for handicapped residents.
4. Leisure World management is doing a good job of trying to improve the community. The new gym is an example. These improvements support the vision of an active adult community.

Thank you.  
William Taylor



**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 11:57 AM  
**To:** LW Exec. Committee; LW Board of Directors; nicole gerke  
**Cc:** mont.Co.PlanningBoard@justus.group; members@townmeetingorganization.com; justus organization; LW Green  
**Subject:** Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

**To:**  
Leisure World Community Corporation Executive Committee  
Leisure World Community Corporation Board of Directors  
Nicole Gerke, Leisure World of Maryland Project Manager

**From:**  
S.L.Katzman, President - Town Meeting Organization

You are invited to attend the upcoming resident Town Meeting being held on March 1, 2018 in the CH 1 Crystal Ballroom from 2pm - 4pm.

The topic of discussion will be the the proposed administration building and the Montgomery Planning Board Commissioners decision to "defer" approval.

The Executive Committee is requested to identify who amongst them they select as a featured speaker:

Paul Eisenhaur, Chair  
Robert Tropp, Vice Chair  
Henry Jordan, Secretary/Treasurer  
Linda Wacha  
David Polinsky  
Phil Marks  
Ken Muir

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)



Shirley, Lori

---

**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 12:13 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** LW Exec. Committee; LW Board of Directors; members@townmeetingorganization.com; justus organization; LW Green  
**Subject:** Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

In furtherance of General Manager Kevin Flannery's continued communications obstruction between Leisure World management and the residents, he has instructed Leisure World IT Director Jamie McDonald to block our emails, resulting in: "the message was rejected by organization policy".

Thus, as seen below, the invitation extended to Nicole Gerke has been blocked:

slk

**From:** <postmaster@lwmc.com>  
**Date:** February 5, 2018 11:56:55 AM EST  
**To:** <admin@townmeetingorganization.com>  
**Subject:** Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting



Your message to [ngerke@lwmc.com](mailto:ngerke@lwmc.com) couldn't be delivered.

**A custom mail flow rule created by an admin at [lwmc.com](http://lwmc.com) has blocked your message.**

Please be advised, your message has not been delivered to some or all recipients.

admin Sender	Office 365	<a href="http://lwmc.com">lwmc.com</a> Action Required
		Blocked by mail flow rule

How to Fix It

**An email admin at [lwmc.com](mailto:lwmc.com) has created a custom mail flow rule** that blocks messages that meet certain conditions, and it appears that your message has met one or more of those conditions.

- Check the text above for a custom message from the email admin that may help explain why your message was blocked and how you might be able to fix it. For example, removing prohibited words from the message or sending the message from a different email account may be sufficient to deliver your message.

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## More Info for Email Admins

*Status code: 550 5.7.1\_ETR*

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## Original Message Details

Created Date: 2/5/2018 4:56:49 PM  
Sender Address: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
Recipient Address: [ngerke@lwmc.com](mailto:ngerke@lwmc.com)  
Subject: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

## Error Details

Reported error: **550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy**  
DSN generated by: BN6PR1001MB2082.namprd10.prod.outlook.com

**From:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>

## Appendix N

**Date:** February 5, 2018 11:56:49 AM EST

**To:** "LW Exec. Committee" <[execcomm@lwmc.com](mailto:execcomm@lwmc.com)>, LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, nicole gerke <[ngerke@lwmc.com](mailto:ngerke@lwmc.com)>

**Cc:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>

**Subject:** Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

**To:**

Leisure World Community Corporation Executive Committee  
Leisure World Community Corporation Board of Directors  
Nicole Gerke, Leisure World of Maryland Project Manager

**From:**

S.L.Katzman, President - Town Meeting Organization

You are invited to attend the upcoming resident Town Meeting being held on March 1, 2018 in the CH 1 Crystal Ballroom from 2pm - 4pm.

The topic of discussion will be the the proposed administration building and the Montgomery Planning Board Commissioners decision to "defer" approval.

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Henry Jordan, Secretary/Treasurer  
Linda Wacha  
David Polinsky  
Phil Marks  
Ken Muir

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)





**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 12:54 PM  
**To:** eileen1415@gmail.com  
**Cc:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

In front of 5 other witnesses, Kevin Flannery stated that he asked for and received authorization from "3 LW Executive Committee members" to place a block on our resident advocacy group emails to management. Additionally, he took it upon himself to block my personal email address.

This means that JustUs and Town Meeting Organization and my personal emails sent to management, including attempts to communicate with my own mutual property management team, the E&R office personnel, submissions for publications to the LW News, Books and Records requests to management, made on behalf of the residents, are all BLOCKED.

Nicole Gerke's email is

[ngerke@lwmc.com](mailto:ngerke@lwmc.com)  
301-598-1026

slk

**From:** Jannifer Woodson <[eileen1415@gmail.com](mailto:eileen1415@gmail.com)>  
**Date:** February 5, 2018 12:35:46 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Subject:** **Re: Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting**

Hi Sheryl,

I am insulted that a LW employee paid by us can not receive an e mail requesting her presence at the Town Meeting.

She does not know my name yet. Send me her number and I will extend a verbal invitation.

I hope the planning commission is made aware of this.

Thanks

Jan Woodson

On Mon, Feb 5, 2018 at 12:13 PM [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)> wrote:

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 Subject: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

### Error Details

Reported error: **550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy**  
 DSN generated by: [BN6PR1001MB2082.namprd10.prod.outlook.com](mailto:BN6PR1001MB2082.namprd10.prod.outlook.com)

**From:** "admin@townmeetingorganization.com" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Date:** February 5, 2018 11:56:49 AM EST  
**To:** "LW Exec. Committee" <[execcomm@lwmc.com](mailto:execcomm@lwmc.com)>, LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, nicole gerke <[ngerke@lwmc.com](mailto:ngerke@lwmc.com)>  
**Cc:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Subject:** Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

**To:**  
 Leisure World Community Corporation Executive Committee  
 Leisure World Community Corporation Board of Directors  
 Nicole Gerke, Leisure World of Maryland Project Manager

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 S.L.Katzman, President - Town Meeting Organization

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David Polinsky  
Phil Marks  
Ken Muir

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Monday, February 5, 2018 1:00 PM  
**To:** members@townmeetingorganization.com; justus organization; LW Green  
**Cc:** mont.Co.PlanningBoard@justus.group  
**Subject:** 50 Shades of Green in Montgomery County | Green Building Law Update

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From: Diane Knott <rdknott@icloud.com>  
Sent: Thursday, February 1, 2018 3:29 PM  
Subject: 50 Shades of Green in Montgomery County | Green Building Law Update

<https://www.greenbuildinglawupdate.com/2017/10/articles/igcc/50-shades-of-green-in-montgomery-county/>



50 Shades of Green in Montgomery County | Green Bu

[www.greenbuildinglawupdate.com](http://www.greenbuildinglawupdate.com)

Green building will remain mandatory for new construction in Montgomery County, Maryland and effective December 1, 2017, the International Green Construction Code 2012 will be a permitted alternative.

## 50 Shades of Green in Montgomery County

October 1, 2017

Green building will remain mandatory for new construction in Montgomery County, Maryland and effective December 1, 2017, the International Green Construction Code 2012 will be a permitted alternative.

Montgomery County was among the first local jurisdictions in the country, in 2008, to adopt a mandatory green building law for private building, requiring most new construction be LEED Certified. In large part, as a result of that law, Montgomery is touted as the county with the most LEED building in the nation.

On September 19, 2017, the County Council in Montgomery County enacted [Bill 19-17](#) repealing the existing green building law. And the Council approved [Executive Regulation 21-15](#) which adopts the IgCC 2012.

## Appendix N

Commencing December 1st, 2017, the new regulatory scheme expands the scope and breadth, including adoption of the IgCC 2012, to now apply to all new construction and additions over 5,000 square feet (being many more projects than had previously been required to be green). Significantly, the new green law allows multiple shades of green that are alternative compliance paths to IgCC 2012. Buildings may in the alternative be LEED Silver certified (an increase from the previously require LEED Certified level), including achieving certain minimum energy credits; residential and mixed use buildings of 5 stories or more may comply with the ICC-700 2012 National Green Building Standard at the Silver performance level; or structures may comply with ASHRAE Standard 189.1 2011.

Okay, there are not 50 shades of green, but given that the original draft of the Executive Regulation was IgCC or nothing, including abandoning the decade long LEED requirement, there are now many shades of green in the County that may be available to a property owner. Credit should be given for the move from the proposed IgCC or nothing to the adopted version of the law that allows options, including significantly retaining the ability to construct a LEED certified building, to the County Department of Permitting Services, who after over 2 years of process brokered the compromise.

Note, that Montgomery County is not adopting the 2015 version of the IgCC. While the IgCC 2015 was approved 3 years ago, that current code is not approved for use by the Maryland Department of Housing and Community Development which requires each jurisdiction in Maryland use the same edition of the same building codes. Maryland is expected to approve the IgCC 2015 early next year when it approves the 2018 version of the other I codes.

It is significant that since July 1, 2015 all building in Montgomery County must comply with the International Energy Conservation Code 2015, with its energy consumption reduction requirements and many of those now existing requirements ameliorate the impacts of the proposed (5 year out of date) IgCC 2012. However, the County amended the IgCC to use a zEPI scale score of 50 (the baseline from the more recent IgCC 2015) or energy efficiency approximately 5% below ASHRAE 90.1-2013.

The County adopted a modest number of amendments to the form IgCC. Most are being positively received and if there is a criticism, it is that they do not go far enough when some of the mandatory elements of the code are being moved to appendix A and made optional.

There is no grandfathering in the new law, however, as explained by Mark Nauman, a senior staff specialist in the Department of Permitting Services, there is a 6 month phase in when "it is our policy when transitioning into a new code or code cycle, that projects

significantly into the design phase during the regulatory transition period be allowed to apply under the code or regulation, ..”

As progressive as this bill is, Montgomery County is one of a very limited number of jurisdictions mandating new construction and renovation of privately owned buildings must be green. The City of Rockville, within Montgomery County, adopted mandatory use of the IgCC effective July 1, 2015.

It is worthy of note that a relatively few jurisdictions have adopted the IgCC with only a handful of IgCC new construction buildings having been completed. Not a single IgCC new building has yet to be constructed in the City of Rockville, nor under the State of Maryland or Baltimore City IgCC regulatory schemes (i.e., instead each of those two regulations allow alternative compliance paths and most, if not nearly all new construction is opting for LEED or the ICC 700).

The IgCC as adopted in Montgomery County will not be as widely read as an erotic romance novel, but the ramifications of adopting the IgCC in this longstanding LEED only jurisdiction have national import. Montgomery County is not only the most populous county in Maryland, it is one of the most environmentally progressive jurisdictions in the nation. It has also been ranked by Forbes as the 10th richest in the United States and accordingly first construction costs do not have major economic implications. Politically, the County is heavily Democrat with a Democrat County Executive and County Council. Observers note, if the green luster is off of LEED there, it will spread elsewhere.

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*





Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 2:13 PM  
**To:** Maureen Freeman  
**Cc:** members@townmeetingorganization.com; mont.Co.PlanningBoard@justus.group  
**Subject:** Town Meeting Organization article LW News edition dated 2/16/18

## **RESIDENT TOWN HALL MEETING = MARCH 2, 2018**

by Town Meeting Organization  
s.l.katzman and marybeth ardike

Leisure World residents are invited to attend the Town Hall Meeting organized by the newly formed Town Meeting Organization ("TMO"). The event will be held in Clubhouse 1 at the Crystal Ballroom from 2pm - 4pm.

The audience will be introduced to the recently elected "TMO" officers.

The agenda will include:

- Knowledgeable resident speakers who will address the background and history of the administration building project,
- The Montgomery Planning Board decision to defer Leisure World's application for proposed new administration building construction, and their instruction that Leisure World gain "resident consensus" and implement effective action to fulfill that recommendation.

In their rounds to the mutual boards of directors meetings, Leisure World management fails to meet the Planning Commissioners instructions. Therefore, invitations to speak have been extended to current members of the Executive Committee of the LWBOD and Past LW Board of Directors Chair, David Frager. Secretary/Treasurer Henry

Jordan has declined due to a scheduling conflict. No reply has yet been received from other invitees by the deadline for submission of this article.

Notices announcing this Town Meeting will be posted and handed out throughout the community. Mark your calendar now to attend the Town Meeting March 1. 2:00 – 4:00 Cluhouse1.

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of  
admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 2:47 PM  
**To:** mont.Co.PlanningBoard@justus.group; members@townmeetingorganization.com;  
justus organization; LW Green  
**Cc:** Bob Ardike; David Frager  
**Subject:** David Frager: you are invited to speak @ 3/1/18 Town Hall

**From:** David Frager <davidfrager@gmail.com>  
**Date:** February 5, 2018 2:43:25 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Subject:** Re: you are invited to speak @ 3/1/18 Town Hall

Can't believe you think I would support any meeting you convened. You have in an e-mail said that you were accusing my wife of a hate crime before the County Human Rights organization. If anyone should have to answer for a hate crime it is you and Bob Ardike.

On Feb 5, 2018, at 9:43 AM, [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) wrote:

The Town Meeting Organization invites you as featured speaker at the upcoming March 1, 2018 Town Hall meeting held in the Crystal Ballroom @ 2-4 pm.

Given the unique perspective that you possess after having served as LW BOD Chair for 3 years, your insights would interest and benefit the community.

In order to meet the (3pm) 2/5/18 LW News deadline, your reply upon receipt is requested.

s.l.katzman  
president -  
town meeting organization



**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 2:54 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** members@townmeetingorganization.com  
**Subject:** Undeliverable: Town Meeting Organization article LW News edition dated 2/16/18 ----  
RESIDENT TOWN HALL MEETING = MARCH 1, 2018

**From:** "richardpthornell@gmail.com" <richardpthornell@gmail.com>  
**Date:** February 5, 2018 2:48:07 PM EST  
**To:** Maureen Freeman <lwnews@lwmc.com>  
**Cc:** members@townmeetingorganization.com, mont.Co.PlanningBoard@justus.group  
**Subject:** Undeliverable: Town Meeting Organization article LW News edition dated 2/16/18 ----RESIDENT TOWN HALL MEETING = MARCH 1, 2018

**Due to the block placed on our group email addresses by General Manager Kevin Flannery (\*\*see block message below) - this previously submitted Town Meeting Organization article is being sent to Maureen Freeman for publication from Richard Thornell:**

**From:** "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
**Date:** February 5, 2018 2:12:45 PM EST  
**To:** Maureen Freeman <lwnews@lwmc.com>  
**Cc:** members@townmeetingorganization.com, mont.Co.PlanningBoard@justus.group  
**Subject:** Town Meeting Organization article LW News edition dated 2/16/18

## **RESIDENT TOWN HALL MEETING = MARCH 1, 2018**

by Town Meeting Organization  
s.l.katzman and marybeth ardike

Leisure World residents are invited to attend the Town Hall Meeting organized by the newly formed Town Meeting Organization ("TMO"). The event will be held in Clubhouse 1 on Thursday, March 1, 2018 at the Crystal Ballroom from 2pm - 4pm.

The audience will be introduced to the recently elected "TMO" officers.

The agenda will include:

- Knowledgeable resident speakers who will address the background and history of the administration building project,
- The Montgomery Planning Board decision to defer Leisure World's application for proposed new administration building construction, and their instruction that Leisure World gain "resident consensus" and implement effective action to fulfill that recommendation.

In their rounds to the mutual boards of directors meetings, Leisure World management fails to meet the Planning Commissioners instructions. Therefore, invitations to speak have been extended to current members of the Executive Committee of the LWBOD and Past LW Board of Directors Chair, David Frager. Secretary/Treasurer Henry Jordan has declined due to a scheduling conflict. No reply has yet been received from other invitees by the deadline for submission of this article.

Notices announcing this Town Meeting will be posted and handed out throughout the community. Any questions should be emailed to: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

Mark your calendar now to attend the Town Meeting March 1, 2018 @ 2:00 – 4:00 in Clubhouse 1.

*s.l.katzman*

president -

town meeting organization

[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

\*\*\*

From: <postmaster@lwmc.com>  
 Date: February 5, 2018 2:12:53 PM EST  
 To: <admin@townmeetingorganization.com>  
 Subject: Undeliverable: Town Meeting Organization article LW News edition dated 2/16/18



Your message to [lwnews@lwmc.com](mailto:lwnews@lwmc.com) couldn't be delivered.

## A custom mail flow rule created by an admin at [lwmc.com](http://lwmc.com) has blocked your message.

Please be advised, your message has not been delivered to some or all recipients.

admin Sender	Office 365	<a href="http://lwmc.com">lwmc.com</a> Action Required
		Blocked by mail flow rule

### How to Fix It

An email admin at [lwmc.com](http://lwmc.com) has created a custom mail flow rule that blocks messages that meet certain conditions, and it appears that your message has met one or more of those conditions.

- Check the text above for a custom message from the email admin that may help explain why your message was blocked and how you might be able to fix it. For example, removing prohibited words from the message or sending the message from a different email account may be sufficient to deliver your message.

If you've tried and you're still not able to fix the problem, consider contacting the email admin at [lwmc.com](http://lwmc.com) to discuss what to do. While they're unlikely to remove or relax the rule, if you have a legitimate need to deliver your message they may offer guidance for how to do so.

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More Info for Email Admins



Status code: 550 5.7.1\_ETR

This error occurs because an email admin at [lwmc.com](mailto:admin@townmeetingorganization.com) has created a custom mail flow rule that has blocked the sender's message.

In some cases, the sender can change the message so it no longer violates the rule. However, depending on the rule's conditions, it's possible that the only way to deliver the message is to change the rule itself, and only an email admin at [lwmc.com](mailto:admin@townmeetingorganization.com) can do that. Although it's possible the rule is unintentionally flawed or it's stricter than the admin intended, it may be working exactly as they want it to.

## Original Message Details

Created Date: 2/5/2018 7:12:45 PM  
Sender Address: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
Recipient Address: [lwnews@lwmc.com](mailto:lwnews@lwmc.com)  
Subject: Town Meeting Organization article LW News edition dated 2/16/18

## Error Details

Reported error: 550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy  
DSN generated by: SN1PR10MB0654.namprd10.prod.outlook.com

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)



Shirley, Lori

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Monday, February 5, 2018 9:03 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** re: Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

Begin forwarded message:

**From:** Anne Marie Martinez <[annemariechuck@gmail.com](mailto:annemariechuck@gmail.com)>  
**Date:** February 5, 2018 8:56:34 PM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Cc:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), "LW Exec. Committee" <[execcomm@lwmc.com](mailto:execcomm@lwmc.com)>, LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Subject:** **Re: Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting**

Can anyone explain this to us???

Since it "appears" some of us are being "blocked" by certain LW staff, it appears we need to look into this- email for many of us is the best way to communicate with the people whose salaries we pay, and it is our opinion paid staff, by blocking us is illegal. Not only do we all have First Amendment Rights, but, email documents are our attempts to voice our opinions.

We, as owners/residents in Leisure World have the right to give our opinions to all Boards, Board members, and paid staff at Leisure World. By blocking one or two people, is discrimination. Please understand we still live in a democracy. Albeit very questionable here in Leisure World, we never the less have a right to express our options.

This issue, the multi million dollar expense to build a new Administration Building, for the comfort of paid staff, is outrageous. What about spending money on all resident buildings in LW, to maintain them in a safe and sanitary condition, as well as our streets and side walks, and all public areas which would be to benefit the owners/residents to maintain the present housing stock.

Please everyone, take note, we, the owners/residents have been stopped for trying every tool available in a democracy- trying to get OUR MONEY SPENT wisely, should BE taken seriously, which by law is a fiduciary mandate; and spending money, among other issues, should be 100% transparent. Something it appears LW does not get.

Charles F. and Anne Marie Martinez  
Mutual 14, B 16, 1-D

On Mon, Feb 5, 2018 at 12:13 PM, [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com) <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)> wrote:

In furtherance of General Manager Kevin Flannery's continued communications obstruction between Leisure World management and the residents, he has instructed Leisure World IT Director Jamie McDonald to block our emails, resulting in: "the message was rejected by organization policy".

Thus, as seen below, the invitation extended to Nicole Gerke has been blocked:

slk

From: <postmaster@lwmc.com>  
Date: February 5, 2018 11:56:55 AM EST  
To: <admin@townmeetingorganization.com>  
Subject: Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting



Your message to [ngerke@lwmc.com](mailto:ngerke@lwmc.com) couldn't be delivered.

## A custom mail flow rule created by an admin at [lwmc.com](http://lwmc.com) has blocked your message.

Please be advised, your message has not been delivered to some or all recipients.

admin Sender	Office 365	<a href="http://lwmc.com">lwmc.com</a> Action Required
		Blocked by mail flow rule

### How to Fix It

**An email admin at [lwmc.com](http://lwmc.com) has created a custom mail flow rule** that blocks messages that meet certain conditions, and it appears that your message has met one or more of those conditions.

- Check the text above for a custom message from the email admin that may help explain why your message was blocked and how you might be able to fix it. For example, removing prohibited words from

the message or sending the message from a different email account may be sufficient to deliver your message.

If you've tried and you're still not able to fix the problem, consider contacting the email admin at [lwmc.com](mailto:admin@townmeetingorganization.com) to discuss what to do. While they're unlikely to remove or relax the rule, if you have a legitimate need to deliver your message they may offer guidance for how to do so.

## More Info for Email Admins

Status code: 550 5.7.1\_ETR

**This error occurs because an email admin at [lwmc.com](mailto:admin@townmeetingorganization.com) has created a custom mail flow rule that has blocked the sender's message.**

In some cases, the sender can change the message so it no longer violates the rule. However, depending on the rule's conditions, **it's possible that the only way to deliver the message is to change the rule itself**, and only an email admin at [lwmc.com](mailto:admin@townmeetingorganization.com) can do that. Although it's possible the rule is unintentionally flawed or it's stricter than the admin intended, **it may be working exactly as they want it to.**

### Original Message Details

Created Date: 2/5/2018 4:56:49 PM  
 Sender Address: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
 Recipient Address: [ngerke@lwmc.com](mailto:ngerke@lwmc.com)  
 Subject: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

### Error Details

Reported error: **550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy**  
 DSN generated by: [BN6PR1001MB2082.namprd10.prod.outlook.com](mailto:BN6PR1001MB2082.namprd10.prod.outlook.com)

**From:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Date:** February 5, 2018 11:56:49 AM EST  
**To:** "LW Exec. Committee" <[execcomm@lwmc.com](mailto:execcomm@lwmc.com)>, LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>, nicole gerke <[ngerke@lwmc.com](mailto:ngerke@lwmc.com)>  
**Cc:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), justus organization <[justus@justus.group](mailto:justus@justus.group)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Subject:** Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

**To:**  
 Leisure World Community Corporation Executive Committee

Leisure World Community Corporation Board of Directors  
Nicole Gerke, Leisure World of Maryland Project Manager

From:  
S.L.Katzman, President - Town Meeting Organization

You are invited to attend the upcoming resident Town Meeting being held on March 1, 2018 in the CH 1 Crystal Ballroom from 2pm - 4pm.

The topic of discussion will be the the proposed administration building and the Montgomery Planning Board Commissioners decision to "defer" approval.

The Executive Committee is requested to identify who amongst them they select as a featured speaker:

Paul Eisenhaur, Chair  
Robert Tropp, Vice Chair  
Henry Jordan, Secretary/Treasurer  
Linda Wacha  
David Polinsky  
Phil Marks  
Ken Muir

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Monday, February 5, 2018 9:58 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** John Feldman: "owners need to continue to pursue petitioning the commission and others"

Paul Bessel, Leisure World·

To try to answer some questions, I don't believe there is any list of Mutual meetings when Kevin Flannery will present what I consider to be his non-response to the MoCo Planning Board. Such a list would have to be made by Kevin and his staff, and why should he encourage people who disagree with him to attend? Some referred to the Commission or Commissioner. I have not idea what or who they are referring to. Kevin Flannery is the LW General Manager. The MoCo Planning Board is composed of people called Commissioners but they don't plan to come to LW. They have spoken about what they want LW to do, and LW management and the LW board are ignoring what those Commissioners requested them to do. By the way, the high-priced lawyer that LW hired threatened the Planning Board that if they side with the LW residents and don't approve the plan that the LW Board wants, the lawyer will sue the Planning Board. Guess who will be required to pay for the lawyer to do that, probably to the tune of many thousands of dollars? You, the residents, will have to pay the lawyer to do what you don't want him to do. It's the LW board members who are doing this. Are any residents complaining to your representative on the LW Board for making you pay for this lawyer?



John Feldmann, Leisure World·

Paul, Thank you for the updated information. You asked if people complained to their LW board reps. I am here to tell you that complaining to these people is a waste of breath. We have two representatives who could care less what anyone in the mutual has to say about the new building—that is, unless they support the building. At the last vote taken at the LW board, one rep voted for and one voted against. So their votes cancelled our mutual's vote. Obviously, there is nothing folks can do about the attorney. It is interesting that LW is willing to throw away money for an attorney instead of conducting the evaluation Justus has requested. But any action to sue the commission, if taken, will demonstrate to the commission, what Justus and others have been complaining about--a get out of my way attitude!!! There are no avenues of appeal for concerned owners. But owners need to continue to pursue petitioning the commission and others.

John

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*





Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Monday, February 5, 2018 10:09 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; LW Green; members@townmeetingorganization.com  
**Cc:** barbara cronin; LW Board of Directors  
**Subject:** LET'S TREAT IT AS A QUESTION & PROVIDE THE ANSWER...Bob Ardike

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 5, 2018 5:33:40 PM EST  
**To:** Admin JustUs <admin@justus.group>  
**Subject:** LET'S TREAT IT AS A QUESTION & PROVIDE THE ANSWER...Bob Ardike

"To Build (new Administration building ) OR **NOT** TO BUILD (new Administration building )"

This is the title of an article written by Barbara Cronin. It appeared in the January, 2018, Newsletter of Mutual 15.

The basis for the article is stated as follows:

"As requested by President Pace the following is an open e-mail to the LW residents from Barbara Cronin, a LW resident herself regarding: LW Administration Building and Clubhouse I Site Plan No. 8201 70120."

Barbara writes: "I hope that this email will help to give the reader some facts that refute the voices of the residents who spoke at the November 30, 2017 hearing loudly decrying the lack of opportunity for resident input into the process..."

Ok! Thanks, Barbara. Here's the point, though. Your opening statement **mis-states** the issue. The real issue has **never been** about "resident input into the process." It has been about the **necessity for a new building & resident concurrence to approve building one!** To date, the best guesses put the cost of a new Administration building at 5 plus million \$\$\$ (2012 figures which they still use today) (and in 2018 \$\$\$\$ higher ^). Who can even give a reasonable "ballpark" figure of the overall cost (which would include demolishing the present structure) OR where the large pot of \$\$\$\$ would come from?

Your successor, as Board Chairperson, on more than one occasion, publicly stated, HE DID NOT KNOW WHERE THE MONEY WOULD COME

FROM? Was he ill-informed? Did he forget? Did he have a moment of candor? Was he kept "out of the loop? Strange? You would have to admit...? You attended the LWBOD meeting when this was stated by him. Recall?

The bottom line is as follows: For such a substantial expenditure, resident input (your choice of 'words') is insufficient.

**Necessity for a new Admin. bldg. must be established & LW Resident Concurrence sought** (a referendum would provide that ) . You and your successor rejected seeing the "necessity" for doing this.

Until that takes place, what you erroneously call "decrying" will continue...

Bob Ardike

*skatzman*

*President, JustUs*

*[admin@justus.group](mailto:admin@justus.group)*

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** Paul Eisenhour <p\_eisenhour@comcast.net>  
**Sent:** Tuesday, February 6, 2018 7:58 AM  
**To:** MCP-Chair  
**Cc:** Shirley, Lori  
**Subject:** re site plan re 820170120  
**Attachments:** Forum001.jpg

Hello - I not only support the construction of a new Leisure World Administration Building, I'd certainly contradict any notion that there was no public input. I was there and along with many others, and changes that the residents wanted (en mass) were made.

The original plans included eliminating the lawn bowling. Public sentiment reversed that move. Also, the main ballroom crystal chandelier was considered to be re-appointed. Strong public sentiment prevented that. The point is, the residents were given opportunity for input, and it was listened to...

I have attached here a screen print of two LWNews editions prominently advertising the resident community forum on this subject alone. And even prior to that, the Community Planning Advisory Committee held all of it's meetings open for public input.

Paul Eisenhour  
mutual 10

. as I was approached recently to sign a petition opposing the new bldg I said, "weren't you collecting signatures over three years ago?" The answer was yes... I've never heard of an accepted petition drive that collected signatures over such a long period.



**Shirley, Lori**

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**From:** Shirley, Lori  
**Sent:** Tuesday, February 6, 2018 9:46 AM  
**To:** S Sam Verma  
**Cc:** Mills, Matthew  
**Subject:** RE: Administrative Building in Leisure World (LW) of Maryland (attachment)  
**Attachments:** 820170120 Leisure World Admin Bldg & Clubhouse I statement post 11.30.17 hrg 12.14.17.doc

Good morning Mr. Verma,

This is to confirm receipt of your recent e-mail to the Planning Department regarding the Leisure World Administration Building and Clubhouse I Site Plan No. 820170120. Please know that your e-mail(s) will become part of the staff report when the Montgomery County Planning Board's hearing is continued this Spring. Attached is a statement prepared by the Planning Department for LW residents and the general public about the process for the continued hearing after the Planning Board deferred action on November 30, 2017. We are also in receipt of your follow-up e-mail on 2.5.18, in which you clarify you're a LW resident and have not been on any boards or committees in the community. This second e-mail will also become part of the record for the item as part of an appendix to the staff report.

Please read the attached statement and after you do so, if you have any questions, please don't hesitate to contact me. The Applicant has scheduled meetings/presentations at all 29 Mutuals regarding the revised site plan. Leisure World residents are encouraged to attend the respective meeting in the Mutual where they reside. For further information as to the meeting location/date/time for your Mutual please contact Nicole Gerke, the Project Manager for the Applicant. Her contact information is found at the bottom of the attached statement.

Thank you for your e-mails on this application.

Lori Shirley  
Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)  


**From:** S Sam Verma [mailto:samverma@aol.com]  
**Sent:** Saturday, February 03, 2018 6:32 PM  
**To:** chair@mncppc.org  
**Cc:** Shirley, Lori <lori.shirley@montgomeryplanning.org>  
**Subject:** Administrative Building in Leisure World (LW) of Maryland

Dear Chair Person & Members of Park Planning Commission:



## Appendix N

I have been living in Montgomery County for last 40 years and after retiring from my Consulting practice, I am a resident of Leisure World for the last 9 years

There had been lots of communication between LW BOD, its residents and various agencies in the County about Proposed Administrative Building in Leisure World in recent months and I had been independent participant/observant on this matter.

However, I feel now is perhaps the time for me to provide you, members of Park planning, and others regulators an independent evaluation of the situation. .

Thus , I am herewith attaching (forwarding) you all a copy of my Memo to Leisure World BOD for your perusal.

I trust this will provide clarity on this matter for your deliberation, and if I can be of any help please do not hesitate to contact me

Thanks & with best

S. (Sam) Verma  
# 918,  
15100 Interlachen Drive  
Silver Spring, MD 20906  
ph 240-669-8504

**Shirley, Lori**

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**From:** JustUs admin <admin@justus.group>  
**Sent:** Tuesday, February 6, 2018 10:15 AM  
**To:** mont.co.planningboard@justus.group; members@townmeetingorganization.com; JustUs; LW Green  
**Subject:** Management memo re: admin.bldg - UNIT OWNERS ONLY

this is from a memo sent to a mutual -- note

**"only the Unit Owners of Mutual 6A, 19A & 22 are permitted to attend."**

The Administration Building Presentation is scheduled for February 23 at 2 p.m. in Clubhouse II (Auditorium). I also handle Mutual 6A, which has 7 units. They will also attend the presentation along with Mutual 22. Please keep in mind **only the Unit Owners** of Mutual 6A, 19A & 22 are permitted to attend. They will be asked to sign in with their name and the unit they own.

--

slkatzman

President,

"JustUs" advocates to enhance the quality of life for all Leisure World residents

admin@justus.group



Albert Einstein – "We cannot solve our problems with the same level of thinking that created them."



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Tuesday, February 6, 2018 9:06 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** LW lawyers being paid by owners to fight against us (was: John Feldman: "owners need to continue to pursue petitioning the commission and others")

**From:** Margaret Nicholson <meonezone@yahoo.com>  
**Date:** February 6, 2018 9:03:34 PM EST  
**To:** "admin@justus.group" <admin@justus.group>  
**Subject:** Re: LW lawyers being paid by owners to fight against us (was: John Feldman: "owners need to continue to pursue petitioning the commission and others")

Hello Hope this note finds everyone okay this eve..

I think it is time that we call attention to this to someone outside of LW. An elected official. Someone that is high up on the Planning Commission that would take notice. If this is being done by our money that we are paying out of our pocket. More action I feel should come from outside to allow someone what we are definitely up against. Yes. Keep getting signatures.

Margaret

On Tuesday, February 6, 2018, 2:22:55 PM EST, [admin@justus.group](mailto:admin@justus.group) <[admin@justus.group](mailto:admin@justus.group)> wrote:

**From:** Pat Duran <patd1598@gmail.com>  
**Date:** February 6, 2018 2:20:59 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)  
**Subject:** Re: LW lawyers being paid by owners to fight against us (was: John Feldman: "owners need to continue to pursue petitioning the commission and others")

This is just another example of how LW is actually run by the management subsidiary corporation, not the Board, and it is run for the benefit of management and the contractors, not the residents. Here we have management directing the lawyers WE PAY FOR to fight for management against resident's interests. Management is operating without real transparency, because it apparently has things to hide, and our Board is enabling it to do so.

**From:** [onomistee@aol.com](mailto:onomistee@aol.com)  
**Date:** February 6, 2018 10:59:53 AM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)  
**Subject:** Re: John Feldman: "owners need to continue to pursue petitioning the commission and others"

What is the secret, we are paying and I believe we have a right to know where our money is going?

Carole

[onomistee@aol.com](mailto:onomistee@aol.com)

From: Frank Fitch <[lwfrank3@verizon.net](mailto:lwfrank3@verizon.net)>  
Date: Tue, Feb 6, 2018 at 10:02 AM  
Subject: Re: John Feldman: "owners need to continue to pursue petitioning the commission and others"  
To: [admin@justus.group](mailto:admin@justus.group)

Just spoke to Linda Wacha, Montgomery Mutual Representative, she said" she has no authority to e-mail , who pays the Lawyer who is fighting the Planning Commission" for Flannery. The money is paid by owners per month. The owners already are paying for the Lawyer who is against us.

Frank Fitch  
[lwfrank3@verizon.net](mailto:lwfrank3@verizon.net)

From: admin <[admin@justus.group](mailto:admin@justus.group)>  
To: mont.Co.PlanningBoard <[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)>; justus organization <[justus@justus.group](mailto:justus@justus.group)>; members <[members@townmeetingorganizati.on.com](mailto:members@townmeetingorganizati.on.com)>; LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
Sent: Mon, Feb 5, 2018 9:58 pm  
Subject: John Feldman: "owners need to continue to pursue petitioning the commission and others"

Paul Bessel, Leisure World·

To try to answer some questions, I don't believe there is any list of Mutual meetings when Kevin Flannery will present what I consider to be his non-response to the MoCo Planning Board. Such a list would have to be made by Kevin and his staff, and why should he encourage people who disagree with him to attend? Some referred to the Commission or Commissioner. I have not idea what or who they are referring to. Kevin Flannery is the LW General Manager. The MoCo Planning Board is composed of people called Commissioners but they don't plan to come to LW. They have spoken about what they want LW to do, and LW management and the LW board are ignoring what those Commissioners requested them to do. By the way, the high-priced lawyer that LW hired threatened the Planning Board that if they side with the LW residents and don't approve the plan that the LW Board wants, the lawyer will sue the Planning Board. Guess who will be required to pay for the lawyer to do that, probably to the tune of many thousands of dollars? You, the residents, will have to pay the lawyer to do what you don't want him to do. It's the LW board members who are doing this. Are any residents complaining to your representative on the LW Board for making you pay for this lawyer?

John Feldmann, Leisure World·

Paul, Thank you for the updated information. You asked if people complained to their LW board reps. I am here to tell you that complaining to these people is a waste of breath. We have two representatives who could care less what anyone in the mutual has to say about the new building—that is, unless they support the building. At the last vote taken at the LW board, one rep voted for and one voted against. So their votes cancelled our mutual's vote. Obviously, there is nothing folks can do about the attorney. It is interesting that LW is willing to throw away money for an attorney instead of conducting the evaluation Justus has requested. But any action to sue the commission, if taken, will demonstrate to the commission, what Justus and others have been complaining about--a get out of my way attitude!!! There are no avenues of appeal for concerned owners. But owners need to continue to pursue petitioning the commission and others.

John

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Thursday, February 8, 2018 10:44 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** LW BOD Chairman Paul Eisenhour soliciting "letter to planning board?"  
**Attachments:** tom fisher.docx; Mail Attachment.eml

**From:** "Feldmann" <jjf3353@comcast.net>  
**Date:** February 8, 2018 10:38:45 AM EST  
**To:** <admin@townmeetingorganization.com>  
**Cc:** <mont.Co.PlanningBoard@justus.group>, <members@townmeetingorganization.com>, "justus organization" <justus@justus.group>, "LW Green" <lwgreen@justus.group>  
**Subject:** RE: LW BOD Chairman Paul Eisenhour soliciting "letter to planning board?"

After reading Tom Fisher's January 2018 letter to his mutual board, attached, where his mutual board agreed to polling the owners, I was encouraged to petition my mutual board to also consider polling owners. On January 21, 2018, I requested my mutual board discuss polling owners to determine how many owners were for or against the new admin building. I further requested that the mutual's LW board representatives be bound by the results of the vote. A copy of Tom's memo and my email request are attached. On January 31, 2018, my mutual board unanimously rejected both requests—to poll owners and to bind mutual representatives. This indifference to mutual owners' desires/opinions demonstrated by the mutual board supports what Justus has said from the beginning—owners are ignored by boards. The new admin building has never been discussed at a mutual open meeting in the 3 and ½ years that I have lived here.

The norm in my mutual is to post committee meeting and board meeting agendas in elevators days in advance of meetings. However, for the January 31, 2018 board meeting, there was never a board meeting agenda posted in elevators announcing the admin building was going to be discussed. Was this just a coincidence or an overt act to minimize possible attendance for the discussion? At the board meeting, there were only 5 or 6 non-board members in attendance. During the discussion about polling owners one owner started to speak up about the issue but was cutoff by a board member. Another resident stated/asked that if the preponderance of owners voted against the building that mutual board representatives would not be bound to vote in accordance with the desires of the owners.

The link below is to my Microsoft One Drive account, and by clicking on the link, you will be able to listen the mutual's board discussion, 8 minutes, of my requests.

[https://1drv.ms/u/s!Ap5oy1HJPAMRpiIn1jh6HP3y\\_FKs](https://1drv.ms/u/s!Ap5oy1HJPAMRpiIn1jh6HP3y_FKs)

John

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**From:** admin@townmeetingorganization.com [mailto:admin@townmeetingorganization.com]  
**Sent:** Thursday, February 1, 2018 9:47 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** members@townmeetingorganization.com; justus organization <justus@justus.group>; LW Green



<[lwgreen@justus.group](mailto:lwgreen@justus.group)>; LW Board of Directors <[board@lwmc.com](mailto:board@lwmc.com)>

**Subject:** LW BOD Chairman Paul Eisenhour soliciting "letter to planning board?"

Seen within his attempt to solicit support for the failed proposed administration building scheme, is the ongoing campaign to besmirch "JustUs", whose Herculean advocacy and resident education accomplishments, are well documented. Using false claims of "misinformation", Eisenhour and the LW "fake news" propaganda machine fail to reveal one such example.

Numerous residents received the following unrequested email from Paul Eisenhour, the recently selected (not elected) BOD chair, in which he solicits them to send letters to the Montgomery Planning Board Chair and staff:

**From:** Paul Eisenhour <[p\\_eisenhour@comcast.net](mailto:p_eisenhour@comcast.net)>

**Date:** Wednesday, January 31, 2018

**Subject:** letter to planning board?

**To:** -----

Hi ---- as you know, the county planning board is hearing alot of 'anti' sentiment from a group who is providing misinformation. And it'd be so helpful for them to hear from a resident who was here since the project beginning and knows the real history. It bothers me that the board never hear about the 2+ years the LW Community Planning Cmte (all of them being residents) vetted many ideas for feasibility and welcomed all resident input with their always-open meetings.

If you feel comfortable writing the planning board with your thoughts, here are the email addresses I have for this specific case:

When emailing put in the subject line re site plan re 820170120;

send to: [mcp-chair@mncppc.org](mailto:mcp-chair@mncppc.org)

cc: [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)

I very much appreciate your helpfulness..

Paul

s.l.katzman  
president -  
town meeting organization

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)



Dear Leisure World Owners & Neighbors,

I'm posting a letter I sent to the Mutual 15 Board of Directors (below) regarding LW Owners property ownership rights and interests in the Community Owned and shared LWCC properties, amenities and services. (My letter referenced therein is posted on Nextdoor in Documents "November 20, 2017")

We (the OWNERS) bought, own, and pay \$170.00 a month to maintain and use these Community Owned and Shared LWCC properties, amenities and services. The LWCC Board of Directors, as Trustees of the Trust holding these valuable property rights and interests in Trust for us, have a fiduciary duty to oversee and manage these properties and represent our best interests therein.

If we have no effective rights to have a say in these matters, I feel some of these property rights are effectively taken from us and we have been disenfranchised. In my opinion this is wrong, unfair, undemocratic, and perhaps illegal. I seriously doubt this is what was intended when this Trust was established.

At our January 18, 2018 Mutual 15 Board of Directors meeting we passed a resolution to poll our owners to determine their position(s) and how they would like to have their interests represented regarding the Proposed New Administration Building. Ironically, the only dissenting vote was cast by our representative to the LWCC Board.

Regarding the New Administration Building Project January 12, 2018 Open letter to M15 Board of Directors Dear fellow M15 Board Members, It is my intention and hope that we will provide our residents with the opportunity to hear and consider all relevant reasonable arguments and positions and have the opportunity to express their thoughts and wishes regarding this matter.

This is the only chance they have to "vote" on this very important issue that will affect their rights and interests in the Community Owned and shared LWCC properties, amenities and services involved. I believe we have the fiduciary duty to provide them this opportunity and represent their interests accordingly. These facilities and funds are commonly owned by all of us. We should use the same care in representing them on this matter as we would with M15 issues. I think we should mail whatever we decide to include to every owner and make all reasonable efforts to make accurate relevant information available via Spotlight

and M15/LWCC web sites and any other reasonable means likely to be effective. Let's be objective and transparent!

To help expedite the discussion and use our time at our next meeting efficiently, and for whatever it is worth, I'm attaching my last letter to the LWCC Board which I believe raises legitimate points and concerns. I know the issue is controversial (and that some or all of you disagree with my position on this) but I think we all share the same goal of doing the best we can to make LW the best place to live and own a property as we can. Respectfully considering a diversity of ideas and opinions, whether we agree with them or not, is part of our job and will help us make good decisions. I think a good argument can be made and many feel that the governance of LWCC has become detached from the community members at large and they are upset with their powerless position to represent their interests.

Advisory committees have no actual power or authority and serve at the leisure of the LWCC Board. All of the committees (5 involved in this project?) and the LWCC Board constitute about 100-150 people (?); thousands have expressed their concern and/or opposition with the project. If Mutuals struggle to get quorums (51%), that means of less than 6,000. Total units/votes, less than 3,000 votes are a controlling majority. Clearly that suggests, the owners opposing this project are underrepresented by the voting at the LWCC Board, which implies some Mutual LWCC Board reps are not representing their Mutual's owners accurately. As I understand it, this has been proven in some other Mutuals where polls have been taken. That does not seem right to me. Let us be a model for how the system is supposed to work and let our members have their votes count. If it doesn't go the way we want (whatever our respective position), so be it. The community will be better for it whatever the outcome.

Respectfully,

Tom Fisher

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Thursday, February 8, 2018 11:09 AM  
**To:** mont.Co.PlanningBoard@justus.group; LW Green; justus organization; members@townmeetingorganization.com  
**Subject:** Mutual Meeting with LW GM

**From:** "Feldmann" <jjf3353@comcast.net>  
**Date:** February 8, 2018 11:03:19 AM EST  
**To:** <admin@townmeetingorganization.com>  
**Cc:** <members@townmeetingorganization.com>  
**Subject:** Mutual Meeting with LW GM

### **My takeaways from yesterday's Mutual 20B meeting with the LW GM**

- The new admin building project appears to be a typical bureaucratic effort of making a decision and then justify it without conducting an unbiased approach to solutions
- Decided they want a new building but didn't conduct a study that included renovating the current admin building
- GM stated owners are stakeholders but they failed to communicate with stakeholders to obtain buy in and that is why there is so much dissension
- Business as usual with GM won't consider teleworking, requiring Montgomery Mutual to obtain office space within their geographical area as the other 28 mutuals have done
- Implementing teleworking and moving Montgomery Mutual out of the admin building would offset the claim of inadequate space for workers
- I believe handicap parking next to the Terrance room could be accomplished without the new building
- Piecemeal approach to projects seems to be the rule versus having an overall vision of a town center approach that could house a new admin area
- A number of unsubstantiated claims that the cost to maintain the current building are exorbitant. Most of us have owned homes that were older than 50 years, and if one properly maintain a building, it should last longer than 50 years. The GM's responsibility includes ensuring the building is maintained in accordance with best industry practices. I doubt anyone reviewed the maintenance history of the building and whether it has been properly maintained
- The GM stated the earliest start time for a new building is 2020 based on his predictions. There is still time to conduct an engineering analysis of the current admin building to determine if it is indeed best to construct a new building,

## Appendix N

and the answer could be yes. The estimated cost of an engineering study is 100K. Since there are a couple of million dollars in the building fund now, the study appears affordable and would have little impact on the funding and time schedule for the new building if the study results support a new building

- Conducting a meeting for a mutual with 459 units in a room rated for 80 occupants is hardly reaching out to stakeholders

Below is a link to the audio file of yesterday's meeting. It doesn't include all of Nicole's presentation, but it captures the entire Q&A session.

<https://1drv.ms/u/s!Ap5oy1HJPAMRpirl5RCWH-Ksoa2n>

John

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Saturday, February 10, 2018 12:38 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Cc:** thomas fisher; robert namovicz; bruce macdonald  
**Subject:** Interplan 2005: LW Admin. Bldg Analysis & Proposal for Building Renovation /A.R. Meyers Report/CPAC motions/Jolene King 2012 renovation options  
**Attachments:** Interplan.pdf; A.R. Meyers Study and Vendor List expenditures.pdf; Motion & CPAC Recommendations for Interim Space Adjustments to LW Admin. Bldg. Feb. 2016.pdf; Admin.Bldg. Renovation Options - A.R. Meyers Study and Vendor List expenditures-2.pdf; \_Minority Report on Admin. Bldg.rev2.pdf; 6815-CPAC admin.bldg.pdf

**NOTE: 2012** DOCUMENT BY JOLENE KING - "OPTION 3" - BUILD NEW BUILDING IN DIFFERENT LOCATION ---\$5.2 MILLION - THE SAME FIGURE LW MANAGEMENT AND BOARD OF DIRECTORS STATES IT WILL COST TODAY (2018)

slkatzman  
President, JustUs  
[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”







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## INTERPLAN

Incorporated

17 June 2005

Mr. Mark Ellis, Deputy General Manager  
 Leisure World of Maryland Corporation  
 3301 North Leisure World Blvd  
 Silver Spring, Maryland 20910

RE: LWMC Administration Building  
 Space Needs Analysis

Dear Mr. Ellis:

Interplan Inc. has been working with Leisure World of Maryland Corporation since the spring of this year, to analyze their space needs and develop a Renovation Plan for the LWMC Administration Building. The administrative services of LWMC to their community have been housed in their facility at 3701 Rostmoor Boulevard for over twenty years. The building was originally constructed in the nineteen-sixties and was approximately 11,000 gross square feet in size. Over the years two additions have been constructed onto the north side of the building, increasing the facility to its current size of approximately 16,000 gross square feet. The structure is one-story, on-grade, of masonry construction. The lobby is a very large space with a plaster in its middle (20-foot by 20-foot in size) and has exposed wood timber roof construction.

The client's reasons for exploring the facility's current and future space needs are as follows:

- Determine whether or not the existing facility can physically house the LWMC administrative functions. Department growth has minimized utilization of the building as it is currently designed internally.
  - Determine whether the existing facility can continue to house Administration through a renovation of the existing building.
  - Determine whether an Addition will be required in order to best accommodate the Administration staff.
- Analyze the re-organization of departmental staff within the Administration building in order to allow them to function at their best.
  - Separate the public functions of the Administration staff from the executive and back-of-house functions, such that the community can interact with staff as needed without being disruptive to others.
  - Relocate the Deputy General Manager for Physical Properties into the Administration building.
  - Provide better support space for all departments, i.e. conference rooms, file space, printers/fax stations, restrooms.
- Identify physical needs of the existing building to renovate the facility to a "like new" condition, and to better meet the needs of the community.
  - Provide an automatic-entry vestibule for the building, at least on one side of the building lobby.
  - Review the building's compliance with current codes to determine what deficiencies may exist that should be addressed, particularly with regard to handicapped-accessibility.
  - Identify building systems that require modernization / replacement due to expired life expectancy.

LWMC Administration Building  
Programming Report  
17 June 2003

Interplan has now completed our Programming and Analysis work for this building. Please find attached, for your review, program summary sheets for each department, small-scale plans of the Existing Building Floor Plan, building code analytical plans, as well as the Proposal Revision Concept Floor Plan and a corresponding preliminary cost estimate. Following herein I have summarized the spatial and functional requirements for each department within the Administration facility.

#### Summary of Program Analysis Findings, by Department:

The Administration functions for Leisure World are organized within six (6) departments:

- Corporate/Executive (under the direction of the General Manager)
- Accounting (under the direction of the Comptroller)
- Administration/Management (under the direction of the Assistant General Manager for Mutual Operations)
- MIS/Data Processing (under the direction of the MIS Director)
- Human Resources & Post Office (under the direction of the HR Director)
- Security (under the direction of the Security Director)

#### Corporate/Executive:

This department is located in the West Wing of the building and currently houses eight (8) staff positions. The staff within the Corporate/Executive department is relatively static, in terms of projected growth. However, the organization of staff within the space provided is not ideal. Also, the general manager would like to see the Deputy General Manager housed within the Administration Building. Currently the Deputy General Manager's office is in the Physical Properties Building on the north side of the community. The corporate secretary sits in an area that is nothing more than a wide corridor. The general manager's office is not large enough to allow for small conferences. There is no conference room for meetings of four to six persons, which happens regularly. A vacant office is currently used for this purpose but it is not furnished appropriately.

Certain functions within the department deal directly with the LW community. The Receptionist for the building works under this department, and is located just as one enters the door into the West Wing from the Lobby. The receptionist handles several functions, including the issuance of parking passes for residents and their guests. Also, Board Secretaries within this department interact daily with residents on the various community boards. This interaction with the public can cause disruption to the staff due to the lack of spatial separation and existing corridor configuration. In general the area that houses the corporate/executive staff is not conducive to good work practices. The layout of several small offices and few windows creates an unappealing environment and requires much circulation of staff in order to interact with each other.

The Boardroom is located in the West Wing. The size and location of this room works well and should therefore remain as is, along with the adjacent Pantry.

File/storage space for the Executive department is shared with Accounting and Administration. Most files are located within two file rooms. However, there is not consistent organization of the files. There is a desire and intent on the part of all departments to consolidate paper files onto computer discs, thereby reducing future space needs.

Equipment for this department is shared with Accounting.

LWMC Administration Building  
Programming Report  
17 June 2003

#### Accounting:

This department is located in the West Wing of the building and currently houses thirteen (13) staff positions. As with all the departments within LWMC's administration office the group size is stable, with no growth projected for the future. Accounting's space is located adjacent to the MIS department as well as the Corporate department and in this regard is well situated. It is interesting to note that several departments, when asked, closely align themselves with the Accounting department. However, the departments that work most closely with Accounting are MIS and Corporate.

Unfortunately this department houses itself in a series of small spaces. The circumstance of having to walk through offices to get to other offices exists for this department (as well as others within the building). The layout of small spaces has created much hallway space and a lack of natural light for staff work areas.

Some accounting staff interact with the LWMC community on a daily basis. Unfortunately these people's areas are open workstations which require circuitous paths to get to with resultant disruption to other staff. Also, conversations can be overheard by staff and prove disruptive.

Filing is a problem for this department. While there are two (2) file rooms at this time they are used by several departments. The staff requires some filing adjacent or near their workstations. Currently filing occurs in scattered locations and at times literally piles up adjacent to workstations. The layout of workstations does not allow room for a reasonable arrangement of filing near the workstations. While open office workstations appear to work for this department the current size of workstations is not large enough. The layout of open workstation areas needs to be re-designed to better utilize the space available, although such rearrangement will not necessarily gain more work area unless existing wall-to-file configurations can be demolished.

A careful reorganization of the files along with the anticipated disc-file storage of paper to be undertaken soon should be able to accommodate Accounting's file needs without additional space. One of the file rooms currently houses a safe. Given the weight of this safe it is preferred that it not be moved. An electrical or telephone panel is located in the same file room. Therefore it is recommended that this file room remain as is.

#### Administration/Management:

This department is primarily located in the East Wing of the building, although the Assistant General Manager and a couple of secretaries are located in the West Wing. This is the only department that has its staff separated throughout the building. Currently the department has twelve (12) staff positions. The staff in this department primarily handles administration for the various "named" associations within the Leisure World community, of which the largest association is "Montgomery Mutual". There is also a group that administers the resale of property within the community. This department also provides secretarial services for the use of the various community boards that meet regularly.

As with other departments within the Administration building, this department does not anticipate future growth of staff. However their spaces, as currently configured, are not conducive to good working conditions for the staff; the private offices are small, the open office areas are cramped and overflowing with paper, and the staff has no easy access to each other.

3

*LMAC Administration Building  
Programming Report  
17 June 2003*

The files for this department are scattered throughout the building, in both wings. As stated above, there is a desire and intent on the part of all departments to consolidate paper files onto computer discs, thereby reducing future space needs.

#### MIS/Data Processing:

This department is located in the West Wing of the building and currently houses four (4) staff positions. The space the department occupies is interior within the wing of the building and backs up to the Boardroom. No natural light enters the spaces. The rooms are arranged such that one walks from an interior corridor into one office, through which one walks into the Data Processing area, through which one walks into the MIS Director's office. The server equipment for the Administration department's computer systems is located within the office space. This department is considered well-staffed for now and the future.

As is common with MIS departments in most organizations, this department is closely aligned with the Accounting Department, and as a fact adjacent to Accounting's spaces. Given the wiring complexities associated with the location of the servers and how they connect to systems within the building it is advisable, until other factors outweigh it, to maintain the MIS department location within the building as is, thereby not incurring costs to relocate and rewire the computer network systems. This department did not identify any additional space needs.

#### Human Resources:

This department is located in the East Wing of building and currently houses four (4) staff positions. These H.R. positions are considered adequate, with no proposed future staff growth. The location of the HR department is not ideal; one must walk through other departments in order to arrive at the HR department. This department is housed in one very large room and uses file cabinets to separate the workstations. Several of the files within the department do not belong in HR.

Ideally the HR department should have their own suite of rooms to allow for the privacy required by this department, in terms of confidential conversations as well as confidential records. Overall, this department does not use their space very efficiently. As with other departments within the building, they have grown into the space they have been provided. With the need to interact with prospective employees of I.W.M.C. this department should have easy access to a small conference room, or the HR Director's office should be large enough to contain a table and three chairs. A reception area within this department would be helpful.

Human Resources requires a lockable file room for their personnel files. A high-density filing system would serve this department well. As with other departments there is the intention to consolidate paper files onto computer discs, thereby reducing future space needs.

#### Post Office:

The Post Office staff is managed by the HR Director. Currently there is one full time post officer and two part-time clerks who split the duties of one person. The "post office" room is considered adequate in size. It is located directly off the building's Lobby, with a window counter accessible within the Lobby. Given the need by the community to access the post office easily its current location and counter management work well. However, the possibility of moving the post office into the planter area of the Lobby is worth considering. The planter, while a nice feature of the lobby, is a large enough area to accommodate the Post Office and would continue to provide easy access to the community. Relocation of the Post Office would create a space to house those Administration

*LMAC Administration Building  
Programming Report  
17 June 2003*

staff people who have daily interaction with the community. In particular, the Receptionist currently located within the Corporate West Wing could be located here, thereby removing a considerable amount of "public" traffic from the corporate wing of the building. An accountant staff person could be located within the same area to similarly serve the community more easily and remove such traffic from the corporate/accounting wing of the building.

#### Security:

The Security staff is managed by the Security Director. There are two (2) staff persons for the security department that require office space within the Administration building. This department currently has two offices in the southeast corner of the East Wing. They are located near a building row east, which seems appropriate to their coming and going from the building. Uniforms and equipment are stored within one of the offices. While it is important that this department have office space within the building their staff primarily locates staff throughout the community at gate houses and makes rounds of the community. Their interaction with administration staff within the building is minimal. Their office space is overly large for their needs.

#### Clubhouse:

The use of the building in its current configuration of rooms has been maximized. The relocation of the "Lapidary" rooms into the Clubhouse II Addition will free up about 300 SF of space for Administration staff. Also, the reorganization and reduction of file systems has the potential to reduce space needs. The summary of space needs for the various departments and their associated support spaces indicates the need for approximately 12,000 square feet. Interestingly there exists approximately 11,600 square feet for space within the building. The entire building is approximately 16,800 square feet, but this includes the bank, which is not to be disturbed due to the renovation. When this analysis was undertaken it was believed that an addition to the building would be determined as necessary to house the Administration staff appropriately. However, the program analysis suggests that it may be possible to house the staff adequately within the confines of the existing building if the space can be efficiently re-organized. No new function or space need was identified within the programming phase that would require the construction of additional building area.

The general location of departments within the Administration Building seems appropriate and should remain, with a few adjustments to specific staff persons' locations in order to create more cohesive organization of department staff to each other, as well as to separate "public" functions from the more private functions of the staff.

In both the West and East wings of the building the layout of small offices, and offices within office areas, should be redesigned for several reasons.

- To better utilize space;
- To provide natural lighting opportunities for a greater portion of the building;
- To provide consistent office and workstation areas across departments;
- To provide a more generic layout of work areas that can allow for the rearrangement of staff;
- To provide a nicer work environment for all staff.

The Post Office is proposed to be relocated into the Lobby planter area, thereby creating an area that can be used by staff from various departments to provide quick access to the community and eliminate the current disruptions to other departments and staff due to the roaming nature of persons that need to address a staff person.

(1)

LWMC Administration Building  
Programming Report  
17 June 2003

Reorganization of file systems per department should be undertaken as part of the renovation of the building. The proposed renovation plan allows for file rooms with high-density file systems as well as areas for file cabinets with open office areas of the departments. In combination with the compact storage of old files this should provide adequate filing capabilities.

All departments indicated the need for small conference rooms, to seat four to six persons. These rooms can be shared by all departments if well-situated.

In preparing a proposed renovation floor plan for this facility (attached at the back of this report) Interplan has been able to suggest a re-organization of departmental spaces such that the existing building can suffice.

At the same time that interior renovation of the building occurs several base building elements should be addressed. The age of the building warrants attention to all the building systems. The mechanical system for the building should be surveyed and analyzed to determine appropriate upgrades and/or renovations to the system. A new vestibule entry into the building Lobby, with powered-activated sliding door assemblies, should be provided at the north (parking lot) side of the building.

The existing building was analyzed to determine any building code deficiencies relative to the proposed renovations. In Montgomery County, as in most jurisdictions, when a property owner renovates an existing facility any renovation work must meet current building code requirements. If the extent of building renovation is greater than fifty percent (50%) then the entire building must be brought into code compliance, whether areas are being disturbed or not due to renovation. The life safety features of the building (exit signs, strobes, etc.) do not meet current code requirements and will need to be upgraded. At the same time the Leisure World community is always concerned with making all their facilities handicapped-compliant, whether code dictated or not.

Interplan analyzed three areas of building code compliance in particular: building construction classification as it affects the ability to renovate the building, means of egress throughout the building as it will impact potential renovation schemes for the building; plumbing fixture requirements, including ADA (handicapped-accessibility) compliance. These analytical floor plan drawings within this report graphically represent the code analysis of the existing building.

I hope this report allows LWMC to adequately assess and develop a renovation process for the Administration Building. If there are any questions regarding this report and its attachments please do not hesitate to contact me. I will be happy to present this report and its conclusions to other interest groups within your community, should you desire. Thank you.

Sincerely,

Luan M. Lamp, AIA  
Principal  
Interplan Inc.

## LWMC - CORPORATE/EXECUTIVE Department

Name	Type of work space	Size of space	Sq. ft.
Kevin Flannery	Private Office	(14' x 12')	175 sf
Mark Edits	Private Office	(14' x 12')	175 sf
Charles Pruitt-Jones	Workstation	(10' x 8')	80 sf
Gloria Rober	Workstation	(10' x 8')	80 sf
Trust Secretary Della Marclara	Workstation	(7' x 8')	60 sf
Trust Secretary Jan Buzbak	Workstation	(7' x 8')	60 sf
Trust Secretary Joan Griffin	Workstation	(7' x 8')	60 sf
Receptionist Asha Amin	Workstation	(7' x 8')	60 sf

Projected Corporate/Executive Space Needs				
General Manager	175	x	1	= 175 sf
Deputy General Manager	175	x	1	= 175 sf
Executive Assistant	80	x	1	= 80 sf
Trust Secretary	80	x	1	= 80 sf
Trust Secretary	60	x	3	= 180 sf
Receptionist	60	x	1	= 60 sf
Conference Room	130	x	1	= 130 sf
Fax / Storage Space				= 100 sf
Copy/Printer Station				= 75 sf
Not floor area				= 1075 sf
Net floor area			9	= 1343.75 sf
Average sq. footage / person	149.31			

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# Appendix N

## LWMC - ADMINISTRATION/MANAGEMENT Department

Name	Type of work space	Size of space
<b>Capitola Huntress/J</b>	Private Office	(14' x 12') 175 sf
<b>Board Secretary</b>	Private Office?	
<b>Karen Kojanin</b>	(12' x 10')	125 sf
<b>Mutual Secretary</b>	Workstation	(7' x 8') 60 sf
<b>Justie Mazonka</b>	Workstation	(7' x 8') 60 sf
<b>Renae Stewart</b>	Workstation	(7' x 8') 60 sf
<b>Mutual Secretary</b>	Workstation	(7' x 8') 60 sf
<b>Sharon Sheriff</b>	Workstation	(7' x 8') 60 sf
<b>Montgomery Mutual Secretary</b>	Workstation	(7' x 8') 60 sf
<b>Montgomery Mutual Secretary</b>	Workstation	(7' x 8') 60 sf
<b>Montgomery Mutual Secretary</b>	Workstation	(7' x 8') 60 sf
<b>Montgomery Mutual Accountant</b>	Workstation	(7' x 8') 60 sf
<b>Property Records</b>	Workstation	(7' x 8') 60 sf
<b>Property Records</b>	Workstation	(7' x 8') 60 sf
<b>Property Records</b>	Workstation	(7' x 8') 60 sf

Category	Count	Size	Total Area
Director/General Manager	1	175	175 sf
Board Secretary	1	125	125 sf
Mutual Secretaries	6	60	360 sf
Montgomery Mutual Staff	3	60	180 sf
Property Records	3	60	180 sf
Files / Storage Space			200 sf
Copy/Printer Station			150 sf
<b>Net floor area</b>			<b>1250 sf</b>
<b>Net built area</b>			<b>1500 sf</b>
<b>Total Project Staff</b>	<b>12</b>		
<b>Average sq. footage / person</b>	<b>130.21</b>		

## LWMC - ACCOUNTING Department

Name	Type of work space	Size of space
<b>Director</b>	Private Office	(14' x 12') 175 sf
<b>Joseph J. Proctor</b>	Private Office	(12' x 10') 125 sf
<b>Gene Sawyer</b>	Workstation	(7' x 8') 60 sf
<b>Maranda Laguni</b>	Workstation	(7' x 8') 60 sf
<b>LJ Heagy</b>	Workstation	(7' x 8') 60 sf
<b>Robin Sam</b>	Workstation	(7' x 8') 60 sf
<b>Brenda Zevola</b>	Workstation	(7' x 8') 60 sf
<b>Cheryl Steiner</b>	Workstation	(7' x 8') 60 sf
<b>Patricia Gie</b>	Workstation	(7' x 8') 60 sf
<b>Robb Freeman</b>	Workstation	(7' x 8') 60 sf
<b>Lynn Rose</b>	Workstation	(7' x 8') 60 sf
<b>Michelle</b>	Workstation	(7' x 8') 60 sf
<b>Heidi Mortenson</b>	Workstation	(7' x 8') 60 sf
<b>Carlye Lee</b>	Workstation	(7' x 8') 60 sf

Category	Count	Size	Total Area
Director	1	175	175 sf
Accounts Manager	1	125	125 sf
Accountants	11	60	660 sf
Files / Storage Space			200 sf
Copy/Printer Station			150 sf
<b>Net floor area</b>			<b>1310 sf</b>
<b>Net built area</b>			<b>1500 sf</b>
<b>Total Project Staff</b>	<b>13</b>		
<b>Average sq. footage / person</b>	<b>115.38</b>		

## LWMC - MIS Department

Position	Type of work space	Size of space	Size of space
<b>Private Office</b>			
<b>Ralph Jones</b>	Private Office	(12' x 14')	170 sf
<b>Data Processor</b>			
<b>Jarvis McDonald</b>	Workstation	(7' x 8')	60 sf
<b>Data Processor</b>			
<b>Eric Schultz</b>	Workstation	(7' x 8')	60 sf
<b>Data Processor</b>			
<b>Mike Johnson</b>	Workstation	(7' x 8')	60 sf

Projected Information Data Processing Space Needs				
Department Director	170	x	1	= 170 sf
Data Processor	60	x	3	= 180 sf
Future Staff	60	x	0	= 0 sf
Storage Space				= 25 sf
Copy/Printer Areas				= 25 sf
Net floor area:				400 sf
Net Suite area:				500 sf
Total Project Staff:			4	
Average sq. footage / person:	125			

## LWMC - Human Resources Department

Position	Type of work space	Size of space	Size of space
<b>Private Office</b>			
<b>Glory L. Moore</b>	Private Office	(12' x 15')	175 sf
<b>Workstation</b>			
<b>P. Hyler</b>	Workstation	(8' x 10')	80 sf
<b>Workstation</b>			
<b>A. Empeck</b>	Workstation	(7' x 8')	60 sf
<b>Workstation</b>			
<b>B. Stotow</b>	Workstation	(7' x 8')	60 sf
<b>Post Office Supervisor</b>			
	Workstation	(7' x 7')	50 sf
<b>Post Office Clerk</b>			
<b>2 persons, part time</b>	Workstation	(7' x 8')	35 sf

Projected Human Resources Space Needs				
Department Director	175	x	1	= 175 sf
H.R. Assistant	80	x	1	= 80 sf
H.R. Staff	60	x	2	= 120 sf
Copy/Printer Station				= 25 sf
File Room				= 150 sf
Net floor area:				500 sf
Net Suite area:				637.5 sf
Total Project Staff:			4	
Average sq. footage / person:	171.88			

Projected Post Office Space Needs				
Post Office Supervisor	50	x	1	= 50 sf
P.O. Clerk	35	x	2	= 70 sf
Machine Space				= 30 sf
Mail Storage Space				= 50 sf
Net floor area:				200 sf
Net Suite area:				250 sf
Total Project Staff:			3	
Average sq. footage / person:	63.33			



LVMC - SECURITY Department

Room	Type of work space	Area (sq ft)
Richard Schultz Security Manager	Private Office (14' x 12')	175 sf
Tim Neagle	Private Office (12' x 10')	125 sf

Category	Count	Unit	Area (sq ft)
Department Director	1	x	175 sf
Department Manager	1	x	125 sf
Future Staff	0	x	0 sf
Storage Space		x	25 sf
Copy/Printer Areas		x	25 sf
Net floor area:			330 sf
Net Suite area:			438 sf
Total Project Staff:	2		
Average sq. footage / person:	218.75		

LEISURE WORLD OF MARYLAND CORPORATION  
Administration Building

Category	Count	Unit	Area (sq ft)
Corporate / Executive / Trusts	9	x	1,345 sf
Admin / Management	12	x	1,585 sf
Accounting	13	x	1,500 sf
Human Resources	4	x	590 sf
Post Office	2	x	230 sf
MIS Department	4	x	520 sf
Security	2	x	450 sf
<b>Total:</b>	<b>48</b>		<b>8,300 sf</b>

# Appendix N

Name: LWMC Administration Bldg.

Interplan Incorporated  
Project No. 2488  
Date: 6 Jun 2005

Space Requirement Program

SPACE STANDARDS						
Std	Office Type	Dimension	Area sq. ft.			Subtotal
A	General Manager	P.O.	14' x 12'	175		
	Deputy Gen. Mgr. - PP	P.O.	14' x 12'	175		
	Deputy Gen. Mgr. - Admin	P.O.	14' x 12'	175		
	Comptroller	P.O.	14' x 12'	175		
					4	700
D	HR Director	P.O.	12' x 14'	175		
	Security Director	P.O.	12' x 14'	175		
	AMS Director	P.O.	12' x 14'	175		
					3	625
C	Security Manager	P.O.	12' x 10'	120		
	Accountant Manager	P.O.	12' x 10'	120		
					2	240
D	HR Assistant	W.S.	8' x 10'	80		
	Corporate Secretary (Carole)	W.S.	8' x 10'	80		
	Trust Secretary (Liam)	W.S.	8' x 10'	80		
					4	320
E	HR Assistants/Clerks	W.S.	7' x 8'	60	2	120
	Post Office Clerks	W.S.	7' x 8'	60	2	120
	Corp Assistants / Clerks	W.S.	7' x 8'	60	3	180
	Mutual Bld Secretaries	W.S.	7' x 8'	60	4	240
	Accountants	W.S.	7' x 8'	60	11	660
	Data Processing	W.S.	7' x 8'	60	3	180
	R/S Sales / Clerks	W.S.	7' x 8'	60	4	240
	Montgomery Mutual	W.S.	7' x 8'	60	4	240
					35	2100
					48	5400
Private Office = P.O. Workstation = W.S.						

8:34 AM

Name: Leisure World - Administration Bldg

Interplan Incorporated  
Project No. 2486  
Date: 23 Apr 2005

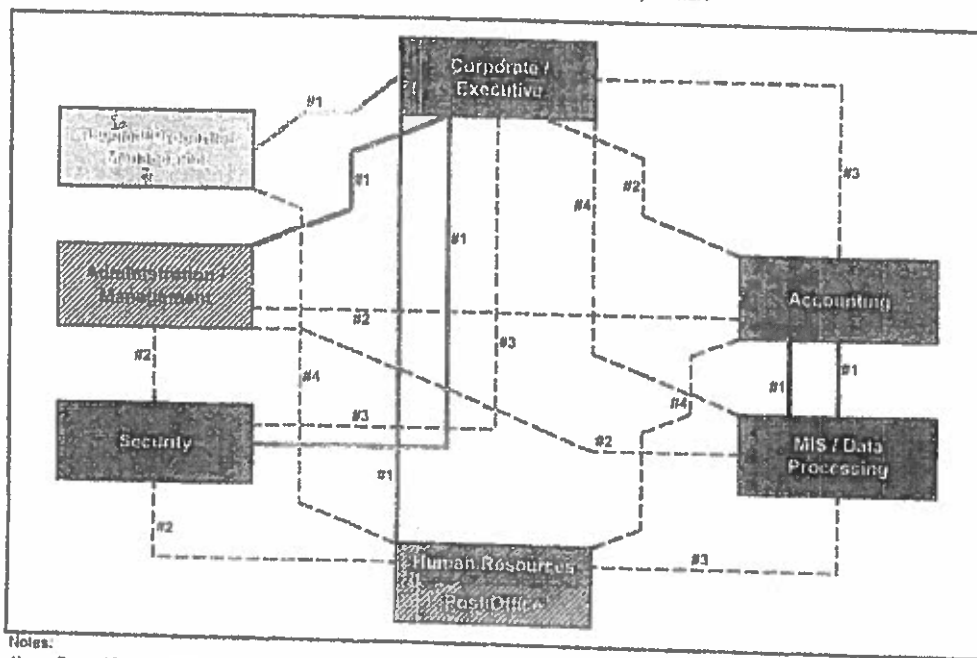
Space Requirement Program

ANCIllARY SPACE	Description	Dimension	Area (SF)	April 2005		April 2007	
				QTY	Total SF	QTY	Total SF
1	Reception - Receptionist station, individual seating for 2, coat closet?	10' x 17'	170	1	170	1	170
2	Board Room - multi-purpose Conference, training, company meetings	20' x 36'	720	1	720	1	720
3	Pantry - 1 refic, dishwasher, microwave, sink w/dropoff, counters & cabinets; adj. to Boardroom	10' x 12'	120	1	120	1	120
4	Small Conference Room - to seat 4 to 6 people	12' x 15'	180	2	360	2	360
5	Common File Room	10' x 15'	150	2	300	2	300
6	Lockable Tele. / Electric Room - AISCone exhaust fan	8' x 15'	135	1	135	1	135
7	Workroom - space for counter / cabinets, copiers, printers, fax	10' x 20'	200	2	400	2	400
8	Post Office	15' x 15'	225	1	225	1	225
9	Secondary Reception Area	10' x 15'	150	2	300	2	300
Ancillary Subtotal					2,730		2,730
Personal Subtotal					6,850		6,850
Ancillary Subtotal					2,730		2,730
NET TOTAL					8,280		8,280
CIRCULATION @ 35% normal					2,898		2,898
Net Total plus Circulation					11,178		11,178
CORE FACTOR @ 10%					1,118		1,118
TOTAL BUILDING AREA REQUIRED					12,296		12,296

2/2005 Decisions/Plan/LWMC Admin - Design - Space Req. Program - Ancillary Summary

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LWMC - Department Inter-Relationships Chart



**Notes:**

- 1) Several Departments list Accounting in their rankings of departments with which they most interact.
- 2) Accounting & MIS indicate each other as the #1 department with whom they interact.
- 3) Human Resources interacts regularly with the Medical Center.
- 4) In terms of their interaction the Accounting, MIS and \_\_\_\_\_ departments should be located close, if not adjacent, to each other.
- 5) As would be expected, Corporate/Executive has a strong connection to all departments.

**Motion to be presented at the CPAC meeting, 9 February 2015**

Staff overcrowding in the Administration Building

Bob Namovicz

David Kipping

=====

**Resolution**

Resolved, CPAC recommends that the Board of Directors implement plans to relieve staff overcrowding in the Administration Building as soon as reasonably possible (in 2015) starting with the following:

- Negotiate with Weichert to recover up to 1000 sq. feet of leased space in exchange for reduced rent. Weichert would still retain a smaller space in the atrium.
- Move some staff (Administrative Assistants and Accounting) into the vacated space and adjust office areas to provide about 120 sq. feet of space for each relocated employee.
- Begin negotiations with Bank of America to recover some of their unused office space to be used for further decompression of administrative staff.

**Rationale**

The goal is to improve the working conditions of the LW administrative staff for the next 4-6 years until a new (or renovated) Administrative building is available to move into.

See paper "Recommendations for Interim Space Adjustments to LWM Administrative Building" for more details and rationale.

## CPAC Recommendations for Interim Space Adjustments to LWM Administration Building - Friday, February 6, 15 page 1

### ***Background***

As early as 2000 (15 years ago) LWM recognized a concern about overcrowding in the Administration Building. Recognizing this concern, LWM tasked the architectural firm Interplan, to examine the situation, and recommend solutions. The 2001 Interplan report showed that reallocations could relieve the overcrowding. Their plan would have not only relieved the overcrowding, but also would continue to accommodate a bank, a real estate presence, offices for Montgomery Mutual, and offices for all Assistant General Managers. Their report was the result of detailed, careful analysis of requirements resulting from application of accepted space allocation standards. Their analysis identified some Building Code improvements, and a number of space-saving administrative improvements that would temper space requirements. They did not suggest destroying and replacing the building.

Their recommendations were not implemented.

In 2012, a new architect, AR Meyers was tasked to examine the use of the building. Their report offered three options: one option suggested minor renovations and reallocations; another option suggested more extensive renovation, and a 1000 square foot addition; their third option suggested destroying the building and construction of a replacement, to be located closer to Leisure World Boulevard. While Myers identified pros and cons of all options, they did not recommend any one over the others. They did, however, suggest that destroying the building could provide additional parking spaces, closer to Club House I and that the LWB location would spread parking more uniformly over the parking lot, especially at the north end. They also pointed out that the destroy and rebuild option, while considerably more expensive, could be completed without temporarily relocating building occupants during construction.

CPAC, after detailed analysis recommended a renovation option. The BOD rejected this recommendation.

The lease with Weichert was extended for an additional two years this month. The contract contains a clause enabling it to be terminated by either party, with 180 day notice. This clause enables modification or termination and relatively short notice.

### ***Over Crowding; the Need***

Our Administrative Assistants (AA's) are unreasonably accommodated in inadequate, sub-optimal office space. Each AA is allocated less than 100 SF, an amount that barely meets standards for junior clerks, who normally have only limited phone or computer client interactions. Our AA's require space for considerable client interactions, substantial document creation and assembly duties, meetings with mutual board members, and with residents. They are talented, well trained, and valued employees. Staff over-crowding currently is a problem for our AA's and residents. Six AA's are currently allocated only 700 SF. Reasonable application of commonly accepted allocation standards indicate that at least 1000 SF (120SF per person, plus shared work and meeting space) should be allocated to them.

Similarly, our accounting staff are woefully overcrowded. Not only do they have a need to meet and interact with other administrative staff, mutual Board members, and residents, but their record-handling, copying, and filing needs are substantially greater than the space allocated to them. Indeed, it is these two egregious situations that have stimulated preparation of plans by all architectural firms hired since 2000.

## CPAC Recommendations for Interim Space Adjustments to LWM Administration Building - Friday, February 6, 15 page 2

### *Potentially Available Space*

In 2001, LWM administrative staff numbered 371; in the 2015 budget, administrative staff numbers 365[?]. With completion of Villa Cortese 5, no additional resident housing is expected to be built here. The BOD has indicated that it no longer wishes to include a Real Estate firm in the building, potentially freeing about 1000 square feet for staff use. Management's discussion with Bank of America indicates that they require less than half of the space they currently rent, potentially freeing an additional 1000 SF. Montgomery Mutual, could use one of its owned residences as office space, potentially freeing another 850 SF for use by other staff. The Atrium of the building consumes nearly 2000 SF, most of which is entirely decorative, rather than functional.

Thus, nearly 5000 SF could be available for relieving staff over crowding, with only minor renovation or other costs.

### *Steps to Consider NOW*

It is unlikely that additional space, whether through construction of a new building, or renovation, will become available for at least five years and probably longer.

The following should be considered for implementation during 2015.

1. Initiate negotiations with Weichert Realty to recover space they rent, but do not use. In reality, Weichert covets space in the building in order to assure first access to potential purchasers or sellers. It should be possible to gain agreement from them for modification of their contract, including release of most of the 1000SF held under their lease, in exchange for providing a smaller amount of space, preferably in the Atrium, and reduction in the rental amount in their contract. The actual results of these negotiations may require some small expense for modest modification of Atrium space.
2. Move the seven Administrative Assistants into space released by Weichert.
3. Move some of the Accounting Staff into space vacated by Administrative Assistants.

*At a later date, and after further study, develop additional re-allocation plans. They might include:*

1. Negotiate a modification in the lease with Bank of America, reducing their space by @2000 SF. If this is successful, build a wall across the back of the bank, providing access from the entrance into both the Bank, and the offices in the back of the bank. This would provide access to the rear offices, for use by Management, potentially, the General Manager, and the two Assistant General Managers.
2. Given the success of the first step, provide further decompression for the Accounting Staff, along with Administrative staff who serve the BOD and the advisory committees, by utilizing offices moved to the new offices released by the bank.

These decompression steps will considerably reduce the pressure to move very quickly with plans currently under discussion, will provide relief to employees currently being disadvantaged; and require very modest expense.

**CPAC Recommendations for Interim Space Adjustments to LWM  
Administration Building - Friday, February 6, 15 page 3**

**Potential Costs of This Proposal**

*2015 EXPENSE*

1. Reducing lease income from Weichert:	\$25,000 or less	
2. Minor modifications to Atrium for Weichert:	\$ 5,000-\$10,000	
3. Minor adjustments in office spaces	\$10,000 or less	
	<i>Total 2015 costs</i>	<b>\$40,000 to \$50,000</b>

*2016 EXPENSE*

1. Adjust lease income form Bank	\$ 50,000	
2. Build new wall in bank:	\$ 10,000-\$30,000	
3. Interior adjustments to offices	\$ 50,000	
4. Moving costs	\$ 5,000	
	<i>Total 2016 costs</i>	<b>\$115,000 to</b>
		<b>\$125,000</b>

**Other Considerations**

The primary benefits of this proposal are to the employees who are currently compelled to work in severely sub-optimal conditions. This hinders retention and recruitment, and can lead to inferior service to residents. A secondary benefit is demonstrating to residents that the BOD and LWM Managers care, and are willing to take risks to act to solve a problem that has been of concern for 15 years or more. In addition, it will serve to demonstrate that it is possible to substantially reduce future construction costs and delays.

In addition, this plan gives a little more breathing room with regards to the Administration building. The January 27, 2015 FEP Status Report notes that it will not be possible to start construction (or renovation) of the building in 2018 without some kind of borrowing. This is based on the latest (June 2013) cost estimates for the entire FEP program. It is quite likely that there will be additional features, inflation, and County requirements that will increase the cost of the FEP projects, thus delaying even further the completion of the Administration building and hence prolonging the life of the current building layout.

The primary disadvantages are short-term costs, brief inconvenience, and disruption of work activities, such as might be required to recover from an unexpected natural disaster.

June 23, 2013

## Another view on Administration Building proposals

### *Preface*

CPAC previously endorsed the Administration Building space needs assessment, and its current membership is reluctant to reverse that endorsement. For the reasons set forth here, and for other reasons that time and limited documentation opportunity do not allow for, it is the view of some current CPAC Members, that this Facilities Improvement plan should be extensively modified during the remainder of 2013, and that the needs and solutions should be considered anew. All members of CPAC stand ready to actively participate in this endeavor. While some members are reluctant to follow this recommended course of action, ALL of us wish LWM to proceed to an efficient, cost-effective, attractive and fully functional resolution, within a very short time frame.

1. The bases for action proposed by Management and by A.R. Meyers are inaccurate and do not form a good basis for action.
  - a. The statement the building, at 45 years of age, is so outmoded and non-functional that its destruction should be considered is without merit. MUCH of Leisure World is 45+ years old; homeowners cope by renovating and renewing. So should the owners of the Administration building.
  - b. All around us in the “real” world there exist functioning buildings built much more than 45 years ago that have been rehabilitated and remain serviceable. The Third option proposed is without sufficient merit to be considered.
  - c. No adequate case is made for needing additional space. As suggested by Norman Dreyfuss when analyzing the potential for a “fourth option,” the existing building “provides more than adequate space for current and reasonably projected needs;” this conclusion is strengthened by examining data at the end of this statement.
2. Relatively minor rational reallocation of the existing building will be less costly, and provide for continued, more than adequate functionality. The proposals presented fail to address these reallocations, examples of which follow:
  - a. There is no reason to expand space for real estate, the post office, or to provide additional leasable space. A real-estate sales presence can be maintained in considerably less space than is currently leased; minor adjustment in post office space can be accommodated within the existing footprint of the building, and there is no demonstrable case for creating new space for leasing-out. The rationale for retaining a full-service bank should be explored with the current tenant; passing on to them the cost of adding space if built, should be explored<sup>1</sup>. The building should address LWM NEEDS, and not be a source of income.
  - b. Expansion of the Sullivan Room, from 742 sq. ft. to over 1200 sq. ft., as proposed in expansion options, is not justified. A modest, reasonable improvement should be made.
  - c. Continuing to provide space for functions like a huge Atrium, Security, File space and other separable functions (that have not been adequately explored to date) are needlessly costly. Maintaining functions in the Administration Building, that could effectively be located elsewhere, such as in Club House II, have not been considered in any of the proposals. (In fact, the underutilization of CH II space should be carefully examined before costly additions are pursued; Administration space needs should not be considered in isolation as in currently offered options.)

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<sup>1</sup>Calculated From AR Myers Option Document, estimated at \$491,000 for Option 1; \$586,468 for Option 2; and \$931,339 for Option 3.



- d. Perpetuating misuse of space in the existing Atrium generates a false “need;” an attractive AND functional entry area should be designed.
- e. Use of available space in Club House II to accommodate staff during renovation of the Administration Building should be further explored as an alternative to temporary trailers.
- 3. Assumptions about future space needs are inadequately, and incorrectly considered, and lead to false premises for the current proposals.
  - a. While it is recognized that current space allocations are undesirable, the premise that staffing will increase in future is not supported.
  - b. Staffing has reached a peak; *no* additional housing will be built in LWM, so additional staff should not be required.
  - c. Adoption of modern management practices can actually *reduce* staffing requirements. For example, using available technologies for information processing and records storage can reduce or eliminate assumed space “needs.” None of the proposals adequately consider these efficiencies.
  - d. Staff projections indicate that, even without adoption of reasonable efficiencies, Administration staff numbers for FY 2014 are virtually the same as in FY 2005<sup>2</sup>. Additional staff numbers need not be accommodated in this building; in fact, having space available might only encourage staffing increases.
  - e. Costs of implementing Option 2 or 3 are excessive, and do not represent reasonable cost/benefit analysis <sup>2</sup>.

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<sup>2</sup> Calculated from AR Myers Options Document: Option 1 is \$133/sq. ft.; Option 2 is \$158/sq. ft.; Option 3 is \$252/sq.ft.

<sup>3</sup> From on-line budget documents for FY 2014.

	<b>Administration Positions</b>									
Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Full	35	37	36	36	36	35	35	33	34	34



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## INTERPLAN Incorporated

17 June 2005

Mr. Mark Ellis, Deputy General Manager  
Leisure World of Maryland Corporation  
1301 North Leisure World Blvd  
Silver Spring, Maryland 20910

RE: LWMC Administration Building  
Space Needs Analysis

Dear Mr. Ellis:

Interplan Inc. has been working with Leisure World of Maryland Corporation since the spring of this year, to analyze their space needs and develop a Renovation Plan for the LWMC Administration Building. The administrative services of LWMC to their community have been housed in their facility at 3701 Rustoncor Boulevard for over twenty years. The building was originally constructed in the nineteen-sixties and was approximately 11,000 gross square feet in size. Over the years two additions have been constructed onto the north side of the building, increasing the facility to its current size of approximately 16,800 gross square feet. The structure is one-story, on-grade, of masonry construction. The lobby is a very large space with a plaster in its middle (20-foot by 20-foot in size) and has exposed wood under roof construction.

The client's reasons for exploring the facility's current and future space needs are as follows:

- Determine whether or not the existing facility can physically house the LWMC administrative functions. Department growth has increased utilization of the building as it is currently designed internally.
  - o Determine whether the existing facility can continue to house Administration through a renovation of the existing building.
  - o Determine whether an Addition will be required in order to best accommodate the Administration staff.
- Analyze the re-organization of departmental staff within the Administration building in order to allow them to function at their best.
  - o Separate the public functions of the Administration staff from the executive and back-of-house functions, such that the community can interact with staff as needed without being disruptive to others.
  - o Relocate the Deputy General Manager for Physical Properties into the Administration building.
  - o Provide better support space for all departments, i.e. conference rooms, file space, printer/copier stations, restrooms.
- Identify physical needs of the existing building to renovate the facility to a "like new" condition, and to better meet the needs of the community.
  - o Provide an automatic-entry vestibule for the building, at least on one side of the building lobby.
  - o Review the building's compliance with current codes to determine where deficiencies may exist that should be addressed, particularly with regard to handicapped-accessibility.
  - o Identify building systems that require modernization / replacement due to expired life expectancy.

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LWMC Administration Building  
Programming Report  
17 June 2003

Interplan has now completed our Programming and Analysis work for this building. Please find attached, for your review, program summary sheets for each department, small-scale plans of the Existing Building Floor Plan, building code analytical plans, as well as the Proposed Renovation Concept Floor Plan and a corresponding preliminary cost estimate. Following herein I have summarized the spatial and functional requirements for each department within the Administration facility.

#### Summary of Program Analysis Findings, by Department:

The Administration functions for Leisure World are organized within six (6) departments.

- Corporate/Executive (under the direction of the Overall Manager)
- Accounting (under the direction of the Controller)
- Administration/Management (under the direction of the Assistant General Manager for Mutual Operations)
- MIS/Data Processing (under the direction of the MIS Director)
- Human Resources & Post Office (under the direction of the HR Director)
- Security (under the direction of the Security Director)

#### Corporate/Executive:

This department is located in the West Wing of the building and currently houses eight (8) staff positions. The staff within the Corporate/Executive department is relatively static, in terms of projected growth. However, the organization of staff within the space provided is not ideal. Also, the general manager would like to see the Deputy General Manager housed within the Administration Building. Currently the Deputy General Manager's office is in the Physical Properties Building on the north side of the community. The corporate secretary sits in an area that is nothing more than a wide corridor. The general manager's office is not large enough to allow for small conferences. There is no conference room for meetings of four to six persons, which happens regularly. A vacant office is currently used for this purpose but it is not furnished appropriately.

Certain functions within the department deal directly with the LW community. The Receptionist for the building works under this department, and is located just as one enters the door into the West Wing from the Lobby. The receptionist handles several functions, including the issuance of parking passes for residents and their guests. Also, Board Secretaries within this department interact daily with residents on the various community boards. This interaction with the public can cause disruption to the staff due to the lack of spatial separation and existing corridor configuration. In general the area that houses the corporate/executive staff is not conducive to good work practices. The layout of several small offices and few windows creates an unappealing environment and requires much circulation of staff in order to interact with each other.

The Boardroom is located in the West Wing. The size and location of this room works well and should therefore remain as is, along with the adjacent Pantry.

File/storage space for the Executive department is shared with Accounting and Administration. Most files are located within two file rooms. However, there is not consistent organization of the files. There is a desire and intent on the part of all departments to consolidate paper files onto compact discs, thereby reducing future space needs.

Equipment for this department is shared with Accounting.

LWMC Administration Building  
Programming Report  
17 June 2003

#### Accounting:

This department is located in the West Wing of the building and currently houses thirteen (13) staff positions. As with all the departments within LWMC's administration office the group size is stable, with no growth projected for the future. Accounting's space is located adjacent to the MIS department as well as the Corporate department and in this regard is well situated. It is interesting to note that several departments, when asked, closely align themselves with the Accounting department. However, the departments that work most closely with Accounting are MIS and Corporate.

Unfortunately the department houses itself in a series of small spaces. The circumstance of having to walk through offices to get to other offices exists for this department (as well as others within the building). The layout of small spaces has created much hallway space and a lack of natural light for staff work areas.

Some accounting staff interact with the LWMC community on a daily basis. Unfortunately these people's areas are open workstations which require circuitous paths to get to with resultant disruption to other staff. Also, conversations can be overheard by staff and prove disruptive.

Filing is a problem for this department. While there are two (2) file rooms at this time they are used by several departments. The staff requires some filing adjacent or near their workstations. Currently filing occurs in scattered locations and at times literally piles up adjacent to workstations. The layout of workstations does not allow room for a reasonable arrangement of filing near the workstations. While open office workstations appear to work for this department the current use of workstations is not large enough. The layout of open workstation areas needs to be re-designed to better utilize the space available, although such rearrangement will not necessarily gain more work area unless existing walls/file configurations can be demolished.

A careful reorganization of the files along with the unopened disc-file storage of paper to be undertaken soon should be able to accommodate Accounting's file needs without additional space. One of the file rooms currently houses a safe. Given the weight of this safe it is preferred that it not be moved. An electrical or telephone panel is located in the same file room. Therefore it is recommended that this file room remain as is.

#### Administrative/Management:

This department is primarily located in the East Wing of the building, although the Assistant General Manager and a couple of secretaries are located in the West Wing. This is the only department that has its staff separated throughout the building. Currently the department has twelve (12) staff positions. The staff in this department primarily handles administration for the various "mutual" associations within the Leisure World community, of which the largest association is "Montgomery Mutual". There is also a group that administers the resale of property within the community. This department also provides secretarial services for the use of the various community boards that meet regularly.

As with other departments within the Administration building, this department does not anticipate future growth of staff. However their spaces, as currently configured, are not conducive to good working conditions for the staff; the private offices are small, the open office areas are cramped and overflowing with paper, and the staff has no easy access to each other.

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IWMC Administration Building  
Programming Report  
17 June 2003

The files for this department are scattered throughout the building, in both wings. As stated above, there is a desire and intent on the part of all departments to consolidate paper files onto computer discs, thereby reducing future space needs.

#### MIS/Data Processing:

This department is located in the West Wing of the building and currently houses four (4) staff positions. The space the department occupies is interior within the wing of the building and backs up to the Boardroom. No natural light enters the spaces. The rooms are arranged such that one walks from an interior corridor into one office, through which one walks into the Data Processing area, through which one walks into the MIS Director's office. The server equipment for the Administration departments' computer systems is located within the office space. This department is considered well staffed for now and the future.

As is common with MIS departments in most organizations, this department feels closely aligned with the Accounting Department, and is in fact adjacent to Accounting's spaces. Given the wiring complexities associated with the location of the servers and how they connect to systems within the building it is advisable, until other factors outweigh it, to maintain the MIS department location within the building as is, thereby not incurring costs to relocate and rewire the computer network systems. This department did not identify any additional space needs.

#### Human Resources:

This department is located in the East Wing of building and currently houses four (4) staff positions. These H.R. positions are considered adequate, with no projected future staff growth. The location of the HR department is not ideal; one must walk through other departments in order to arrive at the HR department. This department is housed in one very large room and uses file cabinets to separate the workstations. Several of the files within the department do not belong to HR.

Ideally the HR department should have their own suite of rooms to allow for the privacy required by this department, in terms of confidential conversations as well as confidential records. Overall, this department does not use their space very efficiently. As with other departments within the building, they have grown into the space they have been provided. With the need to interact with prospective employees of IWMC this department should have easy access to a small conference room, or the HR Director's office should be large enough to contain a table and three chairs. A reception area within this department would be helpful.

Human Resources requires a lockable file room for their personnel files. A high-density filing system would serve this department well. As with other departments there is the intention to consolidate paper files onto computer discs, thereby reducing future space needs.

#### Post Office:

The Post Office staff is managed by the HR Director. Currently there is one full-time post office and two part-time clerks who split the duties of one person. The "post office" room is considered adequate in size. It is located directly off the building's Lobby, with a window counter accessible within the Lobby. Given the need by the community to access the post office easily its current location and counter arrangement work well. However, the possibility of moving the post office into the planter area of the Lobby is worth considering. The planter while a nice feature of the lobby, is a large enough area to accommodate the Post Office and would continue to provide easy access to the community. Relocation of the Post Office would create a space to house those Administration

IWMC Administration Building  
Programming Report  
17 June 2003

staff people who have daily interaction with the community. In particular, the Receptionists currently located within the Corporate West Wing could be located here, thereby removing a considerable amount of "public" traffic from the corporate wing of the building. An accountant staff person could be located within the same area to similarly serve the community more easily and remove such traffic from the corporate/accounting wing of the building.

#### Security:

The Security staff is managed by the Security Director. There are two (2) staff persons for the security department that require office space within the Administration building. This department currently has two offices in the southeast corner of the East Wing. They are located near a building rear exit, which seems appropriate to their functions and going from the building. Uniforms and equipment are stored within one of the offices. While it is important that this department have office space within the building their staff primarily locates staff throughout the community, at gate houses and makes rounds of the community. Their interaction with administration staff within the building is minimal. Their office space is overly large for their needs.

#### Conclusion:

The use of the building in its current configuration of rooms has been maximized. The relocation of the "Lobby" rooms into the Clubhouse II Addition will free up about 300 SF of space for Administration staff. Also, the reorganization and reduction of file systems has the potential to reduce space needs. The summary of space needs for the various departments and their associated support spaces indicates the need for approximately 12,800 square feet. Interestingly there exists approximately 11,600 square feet for space within the building. The entire building is approximately 16,800 square feet, but this includes the bank, which is not to be disturbed due to the renovation. When this analysis was undertaken it was believed that an addition to the building would be determined as necessary to house the Administration staff appropriately. However, the program analysis suggests that it may be possible to house the staff adequately within the confines of the existing building if the space can be efficiently re-organized. No new function or space need was identified within the programming phase that would require the construction of additional building area.

The general location of departments within the Administration Building seems appropriate and should remain, with a few adjustments to specific staff persons' locations in order to create more cohesive organization of department staff to each other, as well as to separate "public" functions from the more private functions of the staff.

In both the West and East wings of the building the layout of small offices, and offices within office suites, should be redesigned for several reasons.

- To better utilize space;
- To provide natural lighting opportunities for a greater portion of the building;
- To provide convenient office and workstation areas across departments;
- To provide a more generic layout of work areas that can allow future rearrangement of staff;
- To provide a nice work environment for all staff.

The Post Office is proposed to be relocated into the Lobby planter area, thereby creating an area that can be used by staff from various departments to provide quick access to the community and eliminate the current disruptions to other departments and staff due to the routing nature of persons that need to address a staff person.

I/WMC Administration Building  
Programming Report  
17 June 2003

Reorganization of file systems per department should be undertaken as part of the renovation of the building. The proposed renovation plan allows for file rooms with high-density file systems as well as areas for file cabinets with open office areas of the departments. In combination with the computer storage of old files this should provide adequate filing capabilities.

All departments indicated the need for small conference rooms, to seat four to six persons. These rooms can be shared by all departments if well-situated.

In preparing a proposed renovation floor plan for this facility (attached at the back of this report) Interplan has been able to suggest a re-organization of departmental spaces such that the existing building can suffice.

At the same time that interior renovation of the building occurs several base building elements should be addressed. The age of the building warrants attention to all the building systems. The mechanical system for the building should be surveyed and analyzed to determine appropriate upgrades and/or renovations to the system. A new vestibule entry into the building Lobby, with powered-activated sliding door assemblies, should be provided at the north (parking lot) side of the building.

The existing building was analyzed to determine any building code deficiencies relative to the proposed renovations. In Montgomery County, as in most jurisdictions, when a property owner renovates and existing facility any renovation work must meet current building code requirements. If the extent of building renovation is greater than fifty percent (50%) then the entire building must be brought into code compliance, whether areas are being disturbed or not due to renovation. The life safety features of the building (exit signs, strobes, etc.) do not meet current code requirements and will need to be upgraded. At the same time the Leisure World community is always concerned with making all their facilities handicapped-compliant, whether code mandated or not.

Interplan analyzed three areas of building code compliance in particular building construction classification as it affects the ability to renovate the building, means of egress throughout the building as it will impact potential renovation schemes for the building, plumbing fixture requirements, including ADA (handicapped-accessibility) compliance. These analytical floor plan drawings within this report graphically represent the code analysis of the existing building.

I hope this report allows I/WMC to adequately assess and develop a renovation process for the Administration Building. If there are any questions regarding this report and its attachments please do not hesitate to contact me. I will be happy to present this report and its conclusions to other interest groups within your community, should you desire. Thank you.

Sincerely,

Lisa M. Lamp, AIA  
Principal  
Interplan Inc.

## I/WMC - CORPORATE/EXECUTIVE Department

Employee	Type of work space	Size of space	Area (sq ft)
Kevin Flannery	Private Office	(14' x 12')	175 sf
Mark Ellis	Private Office	(14' x 12')	175 sf
Clarice Pruitt-Jones	Workstation	(10' x 6')	60 sf
Trust Secretary Clarie Rader	Workstation	(10' x 8')	80 sf
Trust Secretary Della Marcelano	Workstation	(7' x 8')	60 sf
Trust Secretary Jan Buehler	Workstation	(7' x 8')	60 sf
Trust Secretary Joan Griffin	Workstation	(7' x 8')	60 sf
Receptionist Ashia Amin	Workstation	(7' x 8')	60 sf

Projected Corporate/Executive Space Needs				
General Manager	175	x	1	= 175 sf
Deputy General Manager	175	x	1	= 175 sf
Executive Assistant	80	x	1	= 80 sf
Trust Secretary	80	x	1	= 80 sf
Trust Secretary	60	x	3	= 180 sf
Receptionist	60	x	1	= 60 sf
Conference Room	150	x	1	= 150 sf
Fees / Storage Space				= 190 sf
Copy/Printer Station				= 70 sf
Net floor area				1343.75 sf
Net Suite area			0	
Total Project Staff				
Average sq. footage / person:	148.31			

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# Appendix N

## LYMC - ADMINISTRATION/MANAGEMENT Department

Person	Type of work space	Dimensions	Size of space
<b>Private Office</b>			
Comptroller (Montgomery)	Private Office	(14' x 12')	175 sf
Board Secretary Karen Kojanek	Private Office?	(12' x 10')	125 sf
Mutual Secretary Justin Mays	Workstation	(7' x 8')	60 sf
Mutual Secretary Renee Scherff	Workstation	(7' x 8')	60 sf
Mutual Secretary Sharon Scherff	Workstation	(7' x 8')	60 sf
Montgomery Mutual Secretary	Workstation	(7' x 8')	60 sf
Montgomery Mutual Secretary	Workstation	(7' x 8')	60 sf
Montgomery Mutual Secretary	Workstation	(7' x 8')	60 sf
Montgomery Mutual Accountant	Workstation	(7' x 8')	60 sf
Property Records	Workstation	(7' x 8')	60 sf
Property Records	Workstation	(7' x 8')	60 sf
Property Records	Workstation	(7' x 8')	60 sf

Position	Count	Dimensions	Size of space
Comptroller	1	14' x 12'	175 sf
Board Secretary	1	12' x 10'	125 sf
Mutual Secretaries	3	7' x 8'	180 sf
Montgomery Mutual Staff	4	7' x 8'	240 sf
Property Records	3	7' x 8'	180 sf
Filing / Storage Space			250 sf
Copy/Printer Station			150 sf
Net floor area			3,250 sf
Net built area			1,542.5 sf
<b>Total Project Staff</b>	<b>12</b>		
Average sq. footage / person	136.2		

## LYMC - ACCOUNTING Department

Person	Type of work space	Dimensions	Size of space
<b>Private Office</b>			
Comptroller Jennifer J. Pascoe	Private Office	(14' x 12')	175 sf
Accounts Manager Betsy Sawyer	Private Office	(12' x 10')	125 sf
Accountant Marvyn Leggett	Workstation	(7' x 8')	60 sf
Accountant LJ Henry	Workstation	(7' x 8')	60 sf
Accountant Patsy Lee	Workstation	(7' x 8')	60 sf
Accountant Brooks Zwick	Workstation	(7' x 8')	60 sf
Accountant Cheryl Steiner	Workstation	(7' x 8')	60 sf
Accountant Patsy Lee	Workstation	(7' x 8')	60 sf
Accountant Betsy Sawyer	Workstation	(7' x 8')	60 sf
Accountant Lynn Rose	Workstation	(7' x 8')	60 sf
Accountant Patsy Lee	Workstation	(7' x 8')	60 sf
Accountant Carlynn Lee	Workstation	(7' x 8')	60 sf

Position	Count	Dimensions	Size of space
Comptroller	1	14' x 12'	175 sf
Accounts Manager	1	12' x 10'	125 sf
Accountants	11	7' x 8'	660 sf
Filing / Storage Space			200 sf
Copy/Printer Station			180 sf
Net floor area			1,310 sf
Net built area			1,900 sf
<b>Total Project Staff</b>	<b>13</b>		
Average sq. footage / person	116.38		

## LWNC - MIS Department

Name	Type of work space	Size of room	Net sq. footage
<b>Keith James</b>	Private Office	(12' x 14')	170 sf
<b>Jamie McDanel</b>	Workstation	(7' x 8')	60 sf
<b>Eric Schultz</b>	Workstation	(7' x 8')	60 sf
<b>Mike Johnson</b>	Workstation	(7' x 8')	60 sf

Projected Information Data Processing Space Needs				
Department Director	170	x	1	= 170 sf
Units Processor	60	x	3	= 180 sf
Future Staff	60	x	0	= 0 sf
Storage Space				= 25 sf
Copy/Print Area				= 25 sf
Net floor area:				400 sf
Net Suite area:				300 sf
Total Project Staff:			4	
Average sq. footage / person:	125			

## LWNC - Human Resources Department

Name	Type of work space	Size of room	Net sq. footage
<b>Gary L. Miles</b>	Private Office	(12' x 15')	175 sf
<b>P. Hyler</b>	Workstation	(8' x 10')	80 sf
<b>A. Ennis</b>	Workstation	(7' x 8')	60 sf
<b>E. Stohr</b>	Workstation	(7' x 8')	60 sf
<b>Post Office Supervisor</b>	Workstation	(7' x 7')	50 sf
<b>Post Office Clerk</b>	Workstation	(7' x 5')	35 sf

Projected Human Resources Space Needs				
Department Director	175	x	1	= 175 sf
H.R. Assistant	80	x	1	= 80 sf
H.R. Staff	60	x	3	= 180 sf
Copy/Printer Station				= 25 sf
File Room				= 150 sf
Net floor area:				500 sf
Net Suite area:				387.5 sf
Total Project Staff:			4	
Average sq. footage / person:	171.68			

Projected Post Office Space Needs				
Post Office Supervisor	50	x	1	= 50 sf
P.O. Clerk	35	x	2	= 70 sf
Machine Space				= 30 sf
Mail Storage Space				= 50 sf
Net floor area:				200 sf
Net Suite area:				250 sf
Total Project Staff:			3	
Average sq. footage / person:	63.33			



LWMC - SECURITY Department

Position	Type of work space	Square footage
Richard Schultz Security Manager	Private Office (14' x 12')	175 sf
Tim Neagle	Private Office (12' x 10')	125 sf

Projected Information Data Processing Space Needs				
Department Director	175	sf	1	175 sf
Department Manager	125	sf	1	125 sf
Future Staff	60	sf	0	0 sf
Storage Space				25 sf
Copy/Printer Area				25 sf
Net floor area:				330 sf
Net built area:				438 sf
Total Project Staff			2	
Average sq. footage / person:	218.75			

LEISURE WORLD OF MARYLAND CORPORATION  
Administration Building

Department	Number of Staff	Number of Workstations	Number of Servers	Number of Printers	Total Square Footage
Corporate / Executive / Trusts	9	0	0	0	1,345 sf
Admin / Management	12	0	0	0	1,583 sf
Accounting	13	0	0	0	1,500 sf
Human Resources	4	0	0	0	630 sf
Post Office	2	0	0	0	250 sf
MS Department	4	0	0	0	500 sf
Security	2	0	0	0	450 sf
<b>Total:</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,320 sf</b>

# Appendix N

Name: LWMC Administration Bldg.

Inception Incorporated  
Project No. 2488  
Date: 6 Jun 2005

Space Requirement Program

Bld	SPACE STANDARDS				Area sq. ft.	Subtotals
	STAFF	Office Type	Dimension			
A	General Manager	P.O.	14' x 12'	175		
	Deputy Gen. Mgr. - PP	P.O.	14' x 12'	175		
	Deputy Gen. Mgr. - Admin	P.O.	14' x 12'	175		
	Comptroller	P.O.	14' x 12'	175	4	700
B	HR Director	P.O.	12' x 14'	175		
	Security Director	P.O.	12' x 14'	175		
	MIS Director	P.O.	12' x 14'	175	3	525
C	Security Manager	P.O.	12' x 10'	120		
	Accountant Manager	P.O.	12' x 10'	120	2	240
D	HR Assistant	W.S.	8' x 10'	80		
	Corporate Secretary (Claree)	W.S.	8' x 10'	80		
	Trust Secretary (Diana)	W.S.	8' x 10'	80		
	Board Secretary (Karen)	W.S.	8' x 10'	80	4	320
E	W.S. Assistant/Clerks	W.S.	7' x 8'	56	2	112
	Post Office Clerks	W.S.	7' x 8'	56	2	112
	Comp Assistants / Clerks	W.S.	7' x 8'	56	3	168
	Mutual Bd. Secretaries	W.S.	7' x 8'	56	4	224
	Accountants	W.S.	7' x 8'	56	11	616
	Data Processing	W.S.	7' x 8'	56	3	168
	Re Sales / Clerks	W.S.	7' x 8'	56	4	224
	Montgomery Mutual	W.S.	7' x 8'	56	4	224
				33	1785	
	Total Staff				48	5650
	Private Office = P.O.					
	Workstation = W.S.					

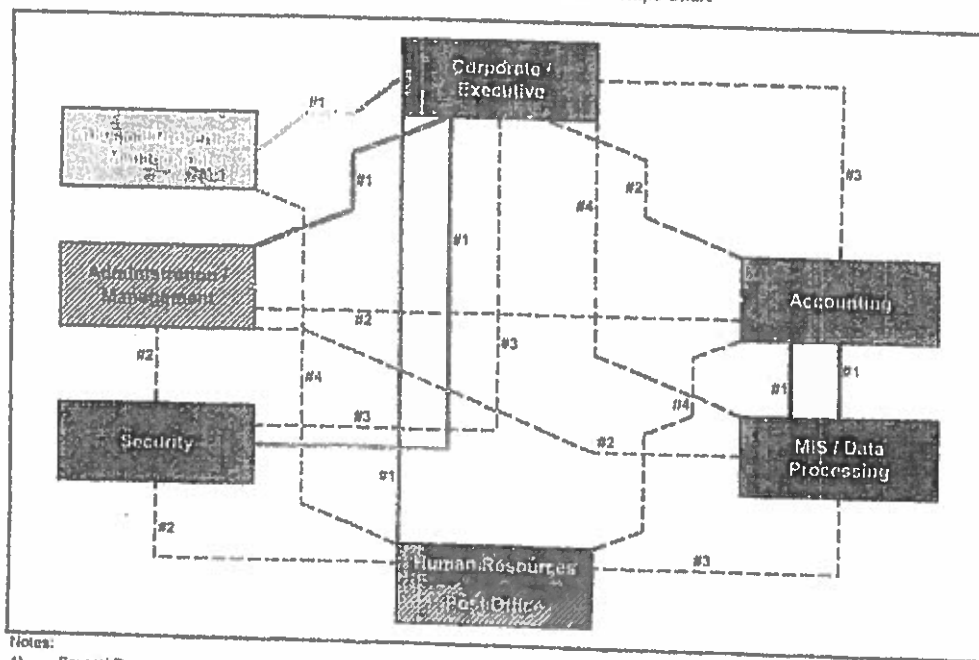
Name: Leisure World - Administration Bldg

Inception Incorporated  
Project No. 2488  
Date: 22 Apr 2005

Space Requirement Program

ANCI LARY SPACE	Description	Dimension	Area (SF)	April 2005		April 2007	
				QTY	Total SF	QTY	SF
1	Reception - Receptional station, individual seating for 2, coat closet?	10' x 17'	170	1	170	1	170
2	Board Room - Multi-purpose conference, training, company meetings	22' x 36'	720	1	720	1	720
3	Pantry - 1 refrig., dishwasher, microwave, sink w/dishpan, counters & cabinets; adj. to Boardroom	10' x 12'	120	1	120	1	120
4	Small Conference Room - to seat 4 to 6 people	12' x 15'	180	2	360	2	360
5	Common Fax Room	10' x 15'	150	2	300	2	300
6	Lock-stile Elev. / Electric Room - Assume enclosed typ.	8' x 15'	135	1	135	1	135
7	Workroom - Space for counter / cabinets, copiers, printers, fax	10' x 20'	200	2	400	2	400
8	Post Office	15' x 15'	225	1	225	1	225
9	Secondary Reception Area	10' x 18'	180	2	360	2	360
Ancillary Subtotal					2,730		2,730
Personnel Subtotal					5,830		5,830
Ancillary Subtotal					2,730		2,730
NET TOTAL					6,390		6,390
CIRCULATION @ 35% internal					2,298		2,298
Net Total plus Circulation					11,178		11,178
CORE FACTOR @ 10%					1,118		1,118
TOTAL BUILDING AREA REQUIRED					12,298		12,298

LWMC - Department Inter-Relationships Chart



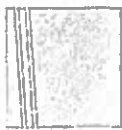
Notes:

- 1) Several Departments list Accounting in their rankings of departments with which they most interact.
- 2) Accounting & MIS indicate each other as the #1 department with whom they interact.
- 3) Human Resources interacts regularly with the Medical Center.
- 4) In terms of their interaction the Accounting, MIS and \_\_\_\_\_ departments should be located close, if not adjacent, to each other.
- 5) As would be expected, Corporate/Executive has a strong connection to all departments.



## Leisure World of Maryland Administrative Building

Space needs Assessment and Preliminary Systems Review



A.R. Meyers+Associates Architects, Inc. AIA  
Architecture Interiors Planning

ADMINISTRATION BUILDING  
SPACE NEEDS ASSESSMENT AND PRELIMINARY SYSTEMS REVIEW

An assessment of the Leisure World Administration Building was undertaken by A. R. Meyers + Associates Architects, Inc., with the assistance of Leisure World's senior corporate staff and the various department heads. After completing a survey of the facilities currently available to each department and conducting interviews with each department head, a summary was composed of space needs by department and a departmental space relationship diagram was developed.

The assessment and interviews formed the basis of our space planning initiatives by identifying the current internal relationships and departmental space needs which form the conceptual backbone of this planning.

I. Existing Building Conditions

The existing 1960's building has been well maintained and still presents acceptably to the casual observer. It is, however, quite out of date in almost every way. Most significantly the space requirements of each department have expanded over the years, along with the growth of the Leisure World community. The space available per individual staff member, along with needed equipment and filing space, has been compressed by the growth. This is immediately evident when surveying the existing space utilization throughout the facility. This space deficiency, along with the realization that the mechanical and electrical systems are out-of-date and reflective of a 1960's approach to energy utilization, reinforces the need to reassess this 45-year-old facility in light of current space and energy realities, with a look to the future.

II. Space Planning & Process

These initial studies have yielded a "conceptual" plan which has been reviewed by staff and found to satisfy the projected functional needs of this organization.

The next step in this planning process is to examine, in detail, each proposed work station in every area of the new planning. This may precipitate some minor adjustment to various departments.

The structural, mechanical, electrical and plumbing, and fire suppression studies are needed to validate the economics of construction and of operation. The resultant spaces required to accommodate these systems, and their locations, are very important

at this time. The results of these studies will be integrated into this preliminary design work.

These detailed adjustments bring a reality to this planning well beyond the initial conceptual stage. The detailed office layouts and the conclusions drawn from the engineering studies will provide the criteria needed to complete the space plans and the architectural façade studies. This will then yield the comprehensive preliminary design.

The plans and elevations, along with a site plan reflecting the needed site engineering changes, form the completed preliminary design.

This graphic data, along with a brief set of outline specifications, will provide a firm basis upon which to initiate the construction documents, which will be the next phase of the work.

### III. Building Systems

The structural system is currently a combination steel-frame and exterior wall-bearing structure. This steel frame will be extended into the additional space. The wall-bearing structure will be remodeled to allow larger glazed areas, providing more natural interior illumination and an updated exterior character. The mansard roof and the distinctive tan brick that has been used on the Administration Building and Clubhouse are important architectural characteristics that visually tie these two buildings together. These two elements, along with the scale of the existing architecture will remain an integral part of the Administration Building's updated architectural expression.

The mechanical system rehabilitation provides a number of system options, driven by the desire to be "energy conservative" for both the near- and long-term. We will provide studies for both electric and gas systems (assuming gas to be available). As part of the big picture, consideration will also be given to the economics of solar and geothermal systems.

Important energy conservation concerns will be well served with the detailed selection of the components within a selected system. This will be consistent right down to the selection of a universal light bulb for all the office spaces. This provides maintenance efficiency and respects the need to conserve energy throughout the building. The projected equipment investments, the comparisons of energy consumption and, of course, the anticipated improved quality of the work environment are all serious considerations along the path to the selection of the appropriate "technical package" for this new facility. These studies and selections will be completed early in the construction documents process.

Four floor plans are included for your review:

1. EXISTING FIRST FLOOR PLAN – AS BUILT represents the current space utilization.

2. PROPOSED FIRST FLOOR PLAN – EXISTING FOOTPRINT delineates the current facility (no additional space), reconfigured to accommodate as many of the current functions as possible, incorporating their updated space requirements. This plan evidences the need for additional space, as it does not accommodate a number of the existing functions in their projected 2013 form. Those that are planned in this scheme have certain inefficiencies due to a lack of space for support facilities and have compromised departmental adjacencies. Unaccommodated functions in this plan are: Weichert Realtors, conferencing facilities, staff facilities, files, and, most significantly, expansion space. (All long term planning prudently incorporates expansion space.)

In order to accommodate staff during construction, temporary facilities will be required. Therefore, prior to the start of construction, approximately 12 inter-connected trailers would be installed in the parking lot adjacent to the Administrative Building, to function as temporary office facilities. A half trailer will also reside in the parking lot as a temporary post office. The trailers will occupy a portion of the parking lot (see plan) for approximately nine months. Existing furniture would be moved into these trailers, which will be fully functional with all necessary electrical and phone capabilities. This will leave the building empty, other than the bank-occupied space, providing the contractors full access to the building to complete their work. This single move is much less disruptive than a series of "checkerboard" departmental moves in and out, and significantly more efficient (\$) for the contractor. At the completion of construction, staff will be moved back into their newly renovated and expanded offices.

Please note that we have provided an estimate for this scheme. The cost of these temporary facilities is included in this estimate. Not included in the accompanying estimate for this scheme is the ultimate cost to accommodate the realtor, the necessary additional conferencing spaces, the additional filing space needed throughout this scheme, and finally the future office expansion space. We have a concern that the "cost \$" doesn't fully recognize the inefficiency resulting from these unintegrated facilities.

The time schedule shown on the "time schedule chart" reflects that this entire process will take approximately one year and 5 months (The construction will take eight to nine months). The significant time savings is that there is no interaction with Montgomery County Park and Planning Commission.

3. PROPOSED FIRST FLOOR PLAN – EXISTING FOOTPRINT AND ADDITION accommodates all of the programmed functions and provides for efficient operations

with appropriate adjacency relationships. Additionally, the plan anticipates and accommodates a reasonable amount of future expansion space, which can provide rental income until this space is needed.

Other than the bank, the Existing Footprint and Addition Plan anticipates 12,210 square feet of office space rehabilitation, new finishes, new partitions, new systems furniture and all new building systems. It also provides just over 3,300 square feet of needed additional space, seamlessly integrated into the rehabilitated existing structure, with new systems throughout.

This plan anticipates the replacement of the current mechanical, electrical and plumbing systems with new energy efficient systems, respectful of current code and ADA requirements.

\*A very serious consideration, as part of our initial planning for expansion, is the phasing of construction in order to enable the administrative organization to continue to operate efficiently during the construction process.

In this plan, the construction of the addition (shell only) will be completed before work begins on the existing building. At this juncture, all staff will be relocated into temporary facilities (the fully functional trailers noted in the previous plan) and will remain there until all construction is completed. Again, this will give the contractor full access to the building, allowing a very efficient construction process. Please see site plan delineating the location of the temporary trailers. These trailers in this scenario will occupy a portion of the parking lot for approximately nine months. After much discussion regarding this process and its various scenarios, the contractor considers this staff relocation scheme the most economical and time efficient method.

The entire construction process is estimated to take nine to 10 months. The construction cost estimate, an addendum to this report, anticipates this shifting of personnel and equipment as a part of the total construction cost. It should be recognized that this scheme, as shown in the time schedule, has considerable interaction with Montgomery County Park and Planning Commission. The total time estimate for this scheme is one year and eight months plus or minus.

4. PROPOSED NEW CONSTRUCTION OF A BUILDING TO REPLACE THE CURRENT FACILITY would provide the most efficient scheme for the administrative staff as they will move directly from their current offices to the new facility with little interruption to their daily work process. The staff would remain in the current building until construction of the new facility is complete and then move into this state-of-the-art, fully functional space. Temporary space (trailers) would not be necessary. Once this move is completed, the current building would be demolished to provide a new parking



area, accommodating approximately 92 cars, close to the same grade level as Club House I.

In the consulting contractor's estimates, this would be the least disruptive in terms of staff and most economically-effective alternative in terms of construction. This scheme negates the need for temporary utilities and temporary office trailers. Another significant benefit resulting from this scheme is a building with a completely new and updated infrastructure.

The total length of time required for this scheme is two years three months (see time schedules chart). Although the construction cycle is but three months longer, the review process through Montgomery County Park and Planning Commission takes 12 – 13 months before the initiation of construction.

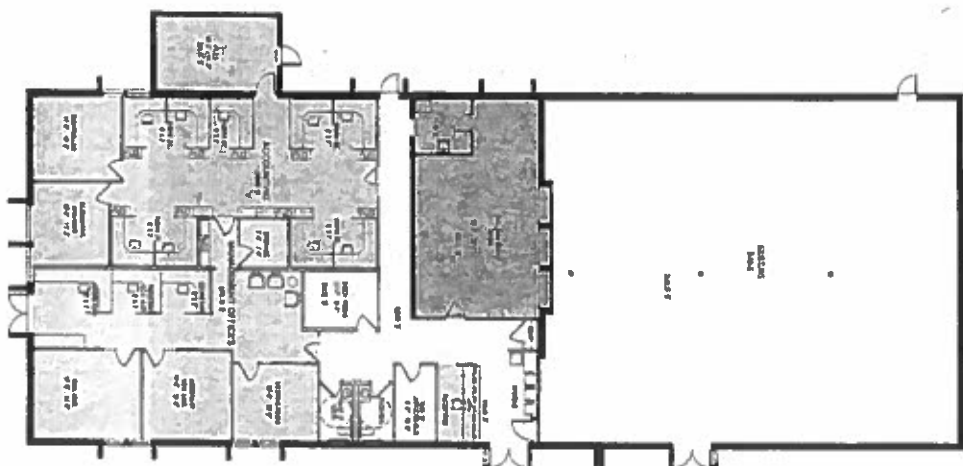
## Summary

Our ultimate objective is that we produce a fine, updated piece of architecture, well-related to its neighbors in character, scale and detail. Equally important is that the interior space planning provides carefully considered departmental relationships, promoting efficient corporate function. These new offices must provide well-configured, comfortable work spaces which are efficient and encourage communication both internally and with the Leisure World community as a whole.

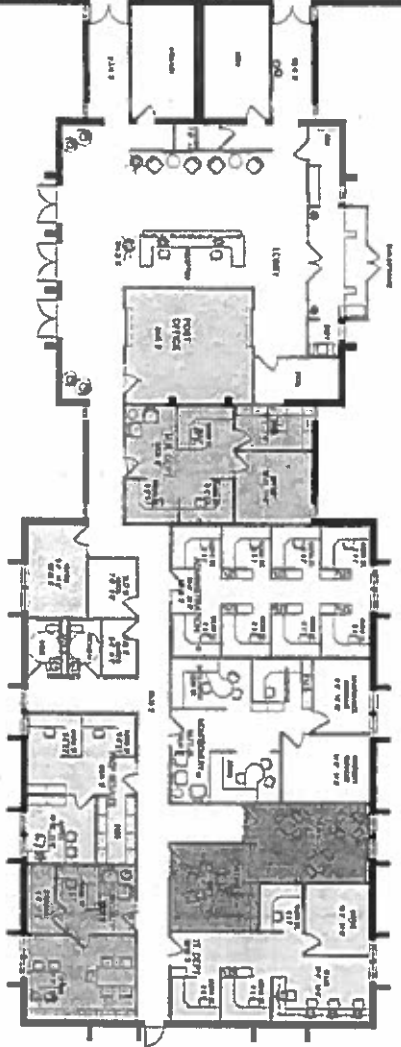
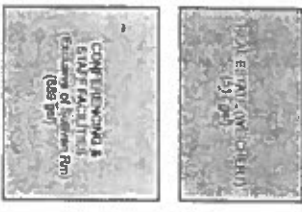
Attached are:

- 1.1 - Existing First Floor Plan - As-Built
- 1.2 - Proposed First Floor Plan - Existing Footprint
- 1.3 - Proposed First Floor Plan – Existing Footprint and Addition
- 1.4 - Floor Plan of Free Standing New Administration Building – New Construction
- 2.1 - Square Footage Comparison Matrix
- 2.2 - Staff Comparison Matrix
- 3.1 - Time Schedule for Existing Footprint Alteration
- 3.2 - Time Schedule for Existing Footprint and Addition
- 3.3 - Time Schedule for New Construction
- 4.1 - Aerial Photo of Site
- 4.2 - Site Plan – Temporary Trailers/Parking Available
- 4.3 - Site Plan – Free Standing New Building/New Parking Scheme
- 4.4 - Site Plan – New Building Construction Limits/Parking Available
- 5.1 - Construction Cost Comparison
- 5.2 - Three Construction Estimates





DEPARTMENT EXCLUSIONS (APPROX. AREA)



PROPOSED FIRST FLOOR PLAN - EXISTING FOOTPRINT

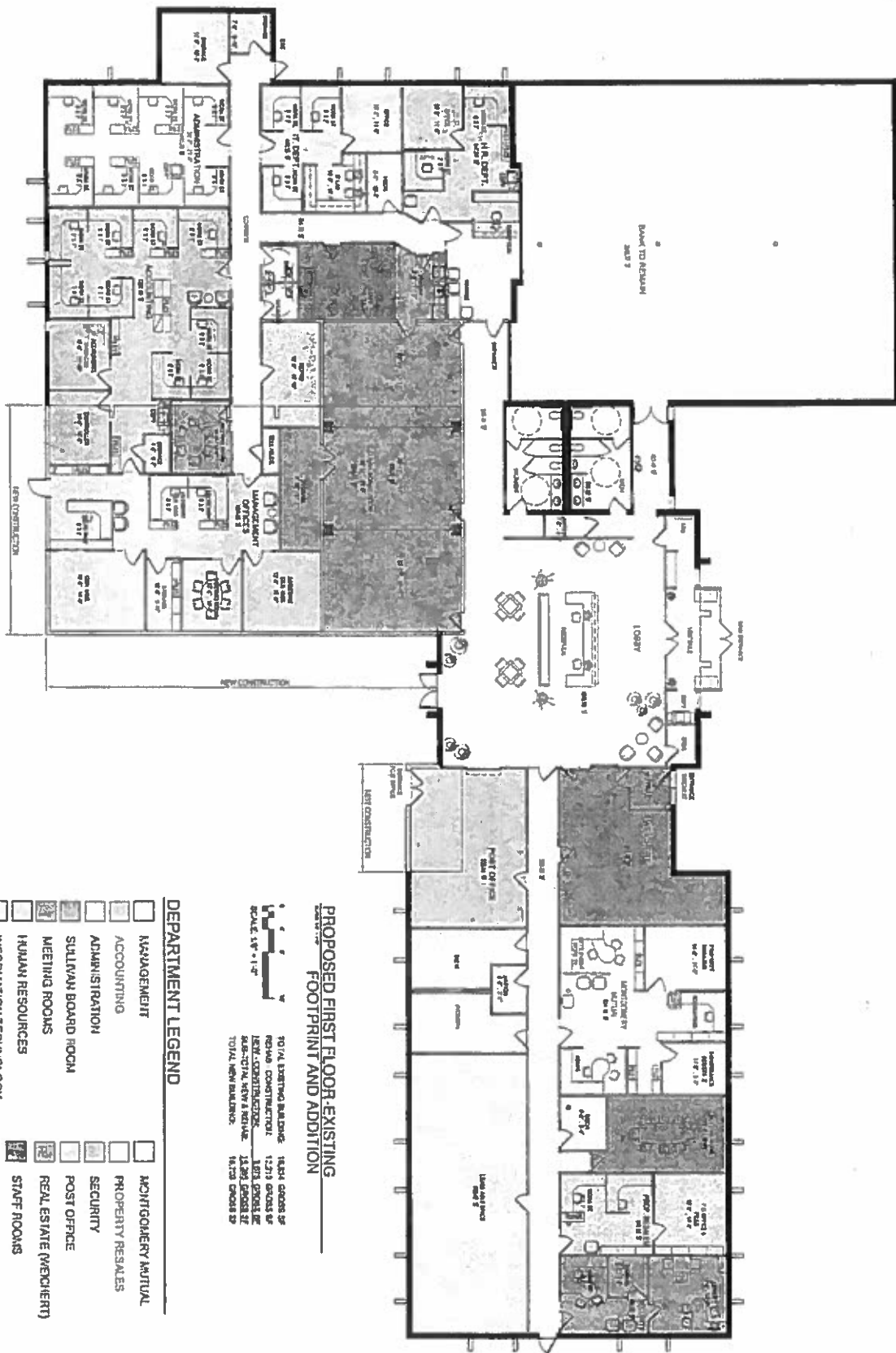


DEPARTMENT LEGEND

- MANAGEMENT
- ACCOUNTING
- ADMINISTRATION
- SULLIVAN BOARD ROOM
- MEETING ROOMS
- HUMAN RESOURCES
- INFORMATION TECHNOLOGY
- REPROGRAPHICS
- MORTGAGE/MUTUAL
- PROPERTY REALES
- SECURITY
- POST OFFICE
- REAL ESTATE (MERCURY)
- STAFF ROOMS
- FILES / GENERAL STORAGE
- NOT ASSIGNED

Laisura World - Administrative Building  
 2721 Reservoir Blvd., Silver Spring, Maryland 20906  
 1st FLR PLAN - EXIST. FOOTPRINT  
 09/10/12  
 11008  
 1.2

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 4700 Greenway Parkway, Suite 200, Silver Spring, MD 20914  
 301.584.4400 FAX 301.584.4401



**PROPOSED FIRST FLOOR-EXISTING  
FOOTPRINT AND ADDITION**



TOTAL EXISTING BUILDING: 14,834 SQUARE FEET  
 NEW CONSTRUCTION: 12,273 SQUARE FEET  
 RENOVATION: 1,873 SQUARE FEET  
 TOTAL NEW BUILDING: 14,773 SQUARE FEET

**DEPARTMENT LEGEND**

- |   |  |
|---|--|
| <input type="checkbox"/> MANAGEMENT             | <input type="checkbox"/> MONTGOMERY MUTUAL       |
| <input type="checkbox"/> ACCOUNTING             | <input type="checkbox"/> PROPERTY RESALES        |
| <input type="checkbox"/> ADMINISTRATION         | <input type="checkbox"/> SECURITY                |
| <input type="checkbox"/> SULLIVAN BOARD ROOM    | <input type="checkbox"/> POST OFFICE             |
| <input type="checkbox"/> MEETING ROOMS          | <input type="checkbox"/> REAL ESTATE (WEICHERT)  |
| <input type="checkbox"/> HUMAN RESOURCES        | <input type="checkbox"/> STAFF ROOMS             |
| <input type="checkbox"/> INFORMATION TECHNOLOGY | <input type="checkbox"/> FILES / GENERAL STORAGE |
| <input type="checkbox"/> REPROGRAPHICS          | <input type="checkbox"/> NOT ASSIGNED            |

**A. R. MEYERS + ASSOCIATES**  
 ARCHITECTS, INC. AIA  
 ARCHITECTURE INTERIORS PLANNING

**Leisure World- Administrative Building**

3701 Riverwood Blvd., Silver Spring, Maryland 20908

**FIRST FLOOR EXISTING  
FOOTPRINT AND ADDITION**

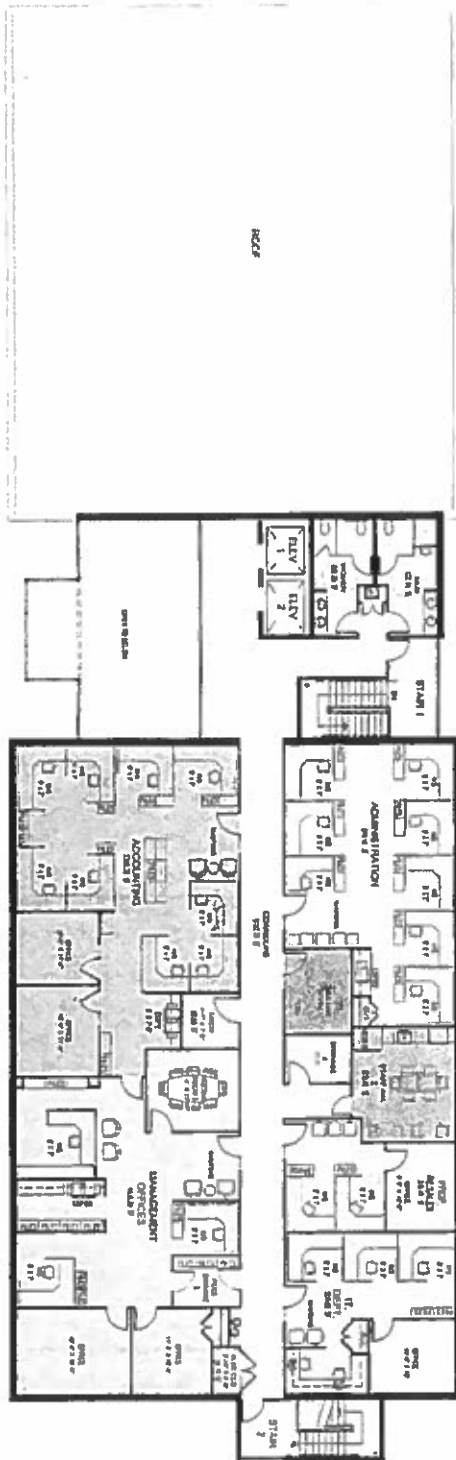
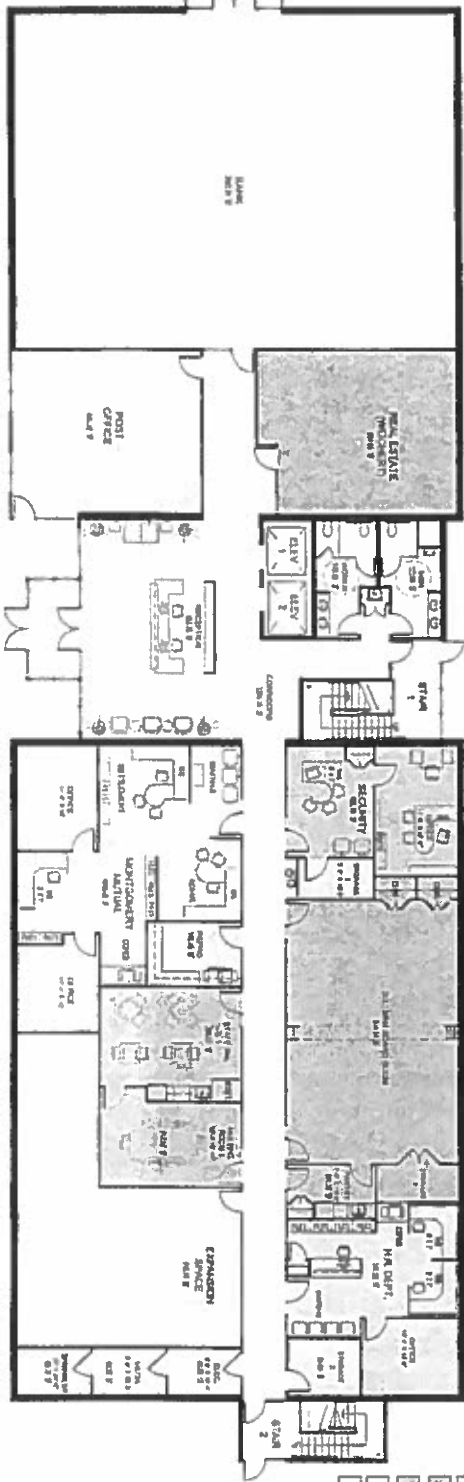
08/19/12

11004

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- DEPARTMENT LEGEND**
- MANAGEMENT
  - ACCOUNTING
  - ADMINISTRATION
  - SULLIVAN BOARD ROOM
  - MEETING ROOMS
  - HUMAN RESOURCES
  - INFORMATION TECHNOLOGY
  - REPROGRAPHICS
  - MONTGOMERY MATERIAL
  - PROPERTY RESALES
  - SECURITY
  - POST OFFICE
  - REAL ESTATE (INVENTORY)
  - STAFF ROOMS
  - FILES / GENERAL STORAGE
  - NOT ASSIGNED

Leisure World- Administrative Building  
3701 Reservoir Blvd. Silver Spring, Maryland 20908  
**PROPOSED FLOOR PLANS**  
NEW CONSTRUCTION

**A. R. MEYERS + ASSOCIATES**  
ARCHITECTS, INC. AIA  
ARCHITECTURE INTERIORS PLANNING

DATE: 08/09/12  
JOB NO: 11028  
SHEET NO: 14

I hereby certify that I am a duly Licensed Professional Engineer in the State of Maryland and that I am the author of the design and construction documents herein. I am not responsible for any errors or omissions in these documents which may have been made by others in connection with the preparation of these documents.

DATE: 08/09/12  
PROJECT NO: 11028

5101 DEERWOOD AVENUE SUITE 200 SILVER SPRING, MD 20908 TEL: 301-590-2900 FAX: 301-590-7900



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### Sq.Ft. Comparison Matrix

Space/Function	Existing (As-Built) Sq.Ft.	Proposed - on Existing Footprint	Existing Footprint and Addition	New Construction
	16,634 GSF Existing Footprint		16634 +3,357 (add'n)	
Management / Meet'g Rm / Recept	737	1,292	1,207	1,436
Administration	449	662	663	819
Accounting	797	1,560	1,287	1,334
IT Department	415	568	469	551
Repro Room	218	137	178	116
Sullivan Room/Meeting Rooms (1-3)	743	632	1,421	975
Montgomery Mutual	536	728	835	1,011
Human Resources	727	549	448	544
Resales	346	417	411	336
Security	381	428	402	468
Weicher/ Real Estate	734	0	602	605
Post Office	308	369	550	602
Pantry	76	76	98	101
Staff Room	0	250	211	525
Small Meeting Rooms	0	177	393	368
Files / Storage	496	0	189	140
Corridors	1,552	1,371	1,620	2,561
Lobby	1,915	1,546	1,861	658
Bathrooms	637	603	839	239
Building Support (MEP)	181	301	207	229
Bank	3,527	3,527	3,527	3,023
Future Expansion Space / Incl. Sq Ft. Contingency	0	0	1,370	949
<b>Net Program Space</b>	<b>14,773</b>	<b>15,213</b>	<b>18,788</b>	<b>17,590</b>
<b>Building Structure/Walls/</b>	<b>1,861</b>	<b>1,421</b>	<b>921</b>	<b>2,982</b>
<b>Total Gross Sq. Ft.</b>	<b>16,634</b>	<b>16,634</b>	<b>19,709</b>	<b>20,572</b>



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### Staff Comparison Matrix

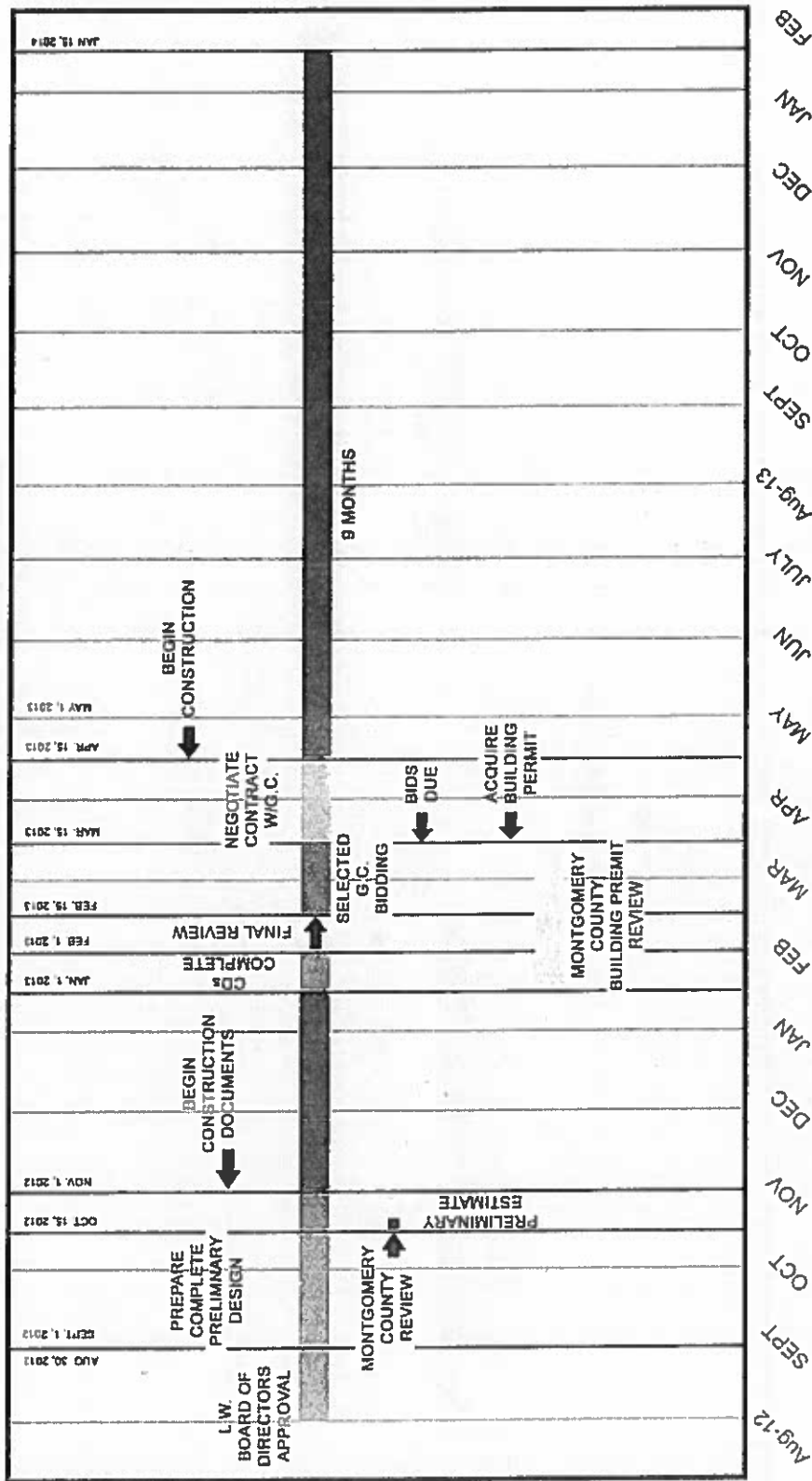
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Department	Existing Footprint Alteration		Existing Footprint and Addition		New Construction	
	# of desks	# of Staff	# of desks	# of Staff	# of desks	of Staff
Management	5	5	5	5	5	5
Administration/Reception*	11	8	10	8	10	8
Accounting	11	11	11	11	11	11
IT Department	4	3	4	3	4	3
Montgomery Mutual	5	5	5	5	5	5
Human Resources	4	4	4	4	4	4
Property Resales	3	3	3	3	3	3
Security	2	2	2	2	2	2
Post Office	1	2	1	2	1	2
<b>Total</b>	<b>46</b>	<b>43</b>	<b>45</b>	<b>43</b>	<b>45</b>	<b>43</b>

\*Employees from other departments will rotate to fill the reception desk positions.

TIME SCHEDULE FOR DESIGN & ENGINEERING - MUNICIPAL PROCESS & CONTRACTOR  
 BIDDING FOR THE LEISURE WORLD ADMINISTRATION BUILDING

**EXISTING FOOTPRINT ALTERATION**

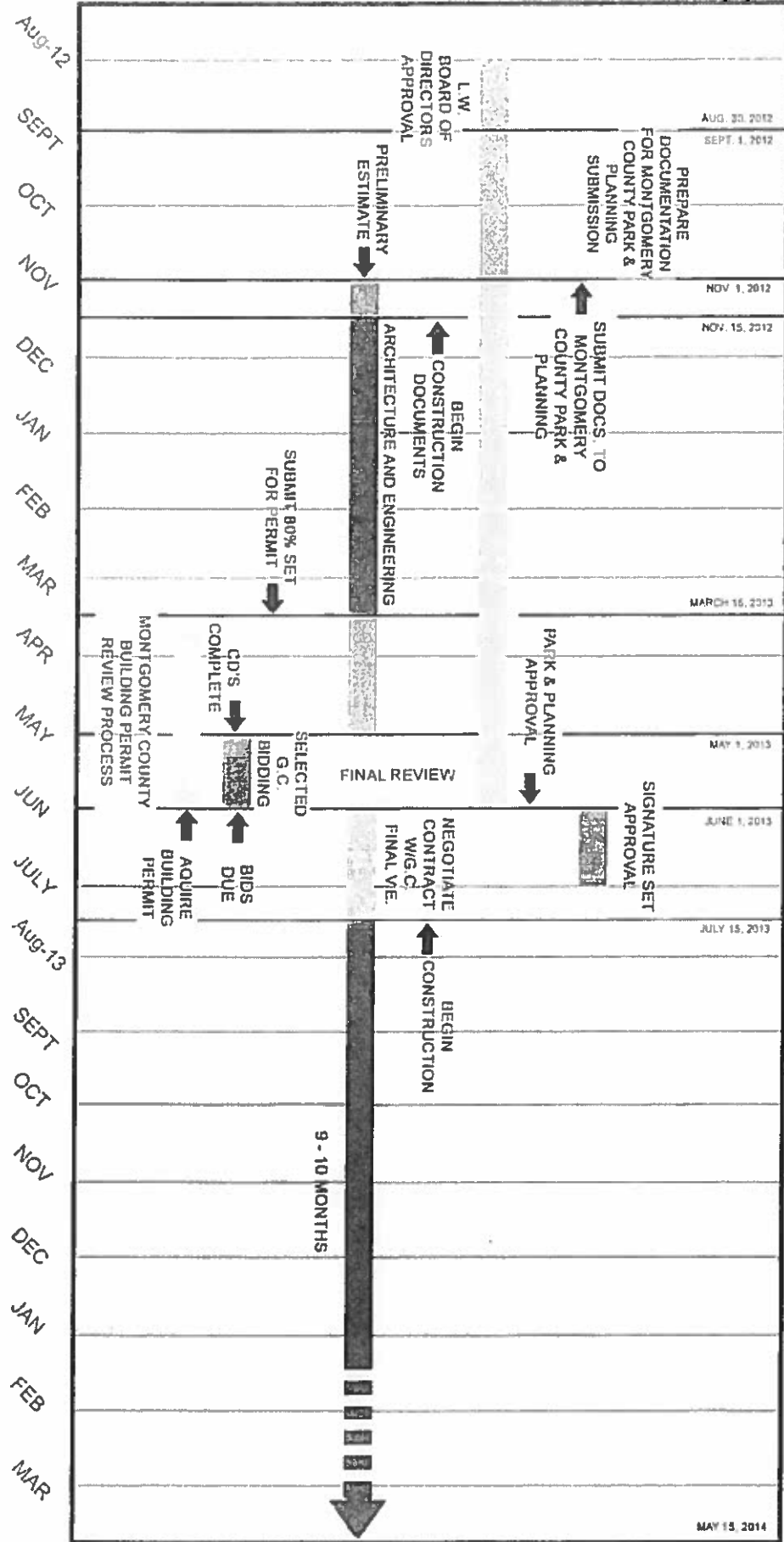


A. H. WATERS ASSOCIATES ARCHITECTS, P.C. 44  
 10000 W. 11TH AVENUE, SUITE 100  
 DENVER, CO 80231

08/10/12

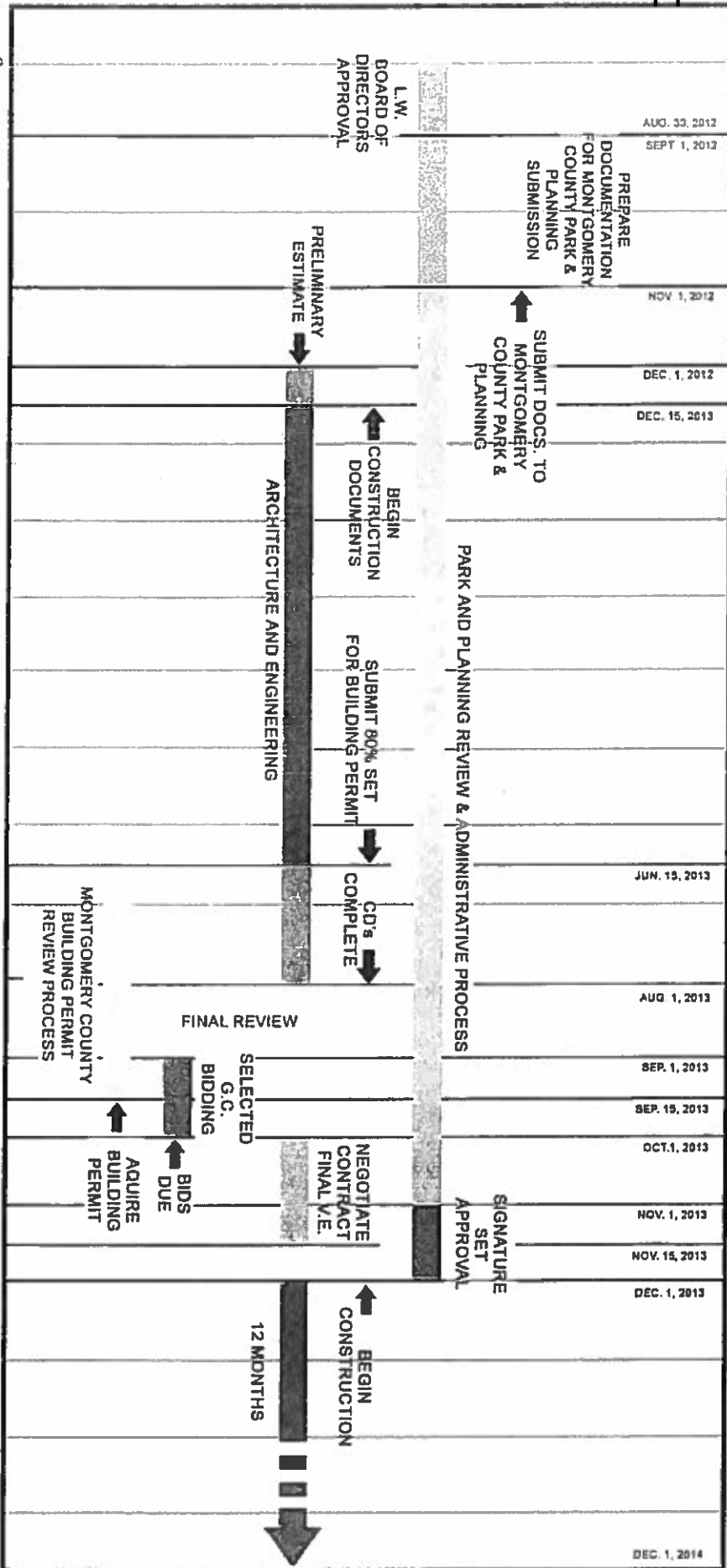


TIME SCHEDULE FOR DESIGN & ENGINEERING - MUNICIPAL PROCESS & CONTRACTOR  
 BIDDING FOR THE LEISURE WORLD ADMINISTRATION BUILDING  
**EXISTING FOOTPRINT AND ADDITION**



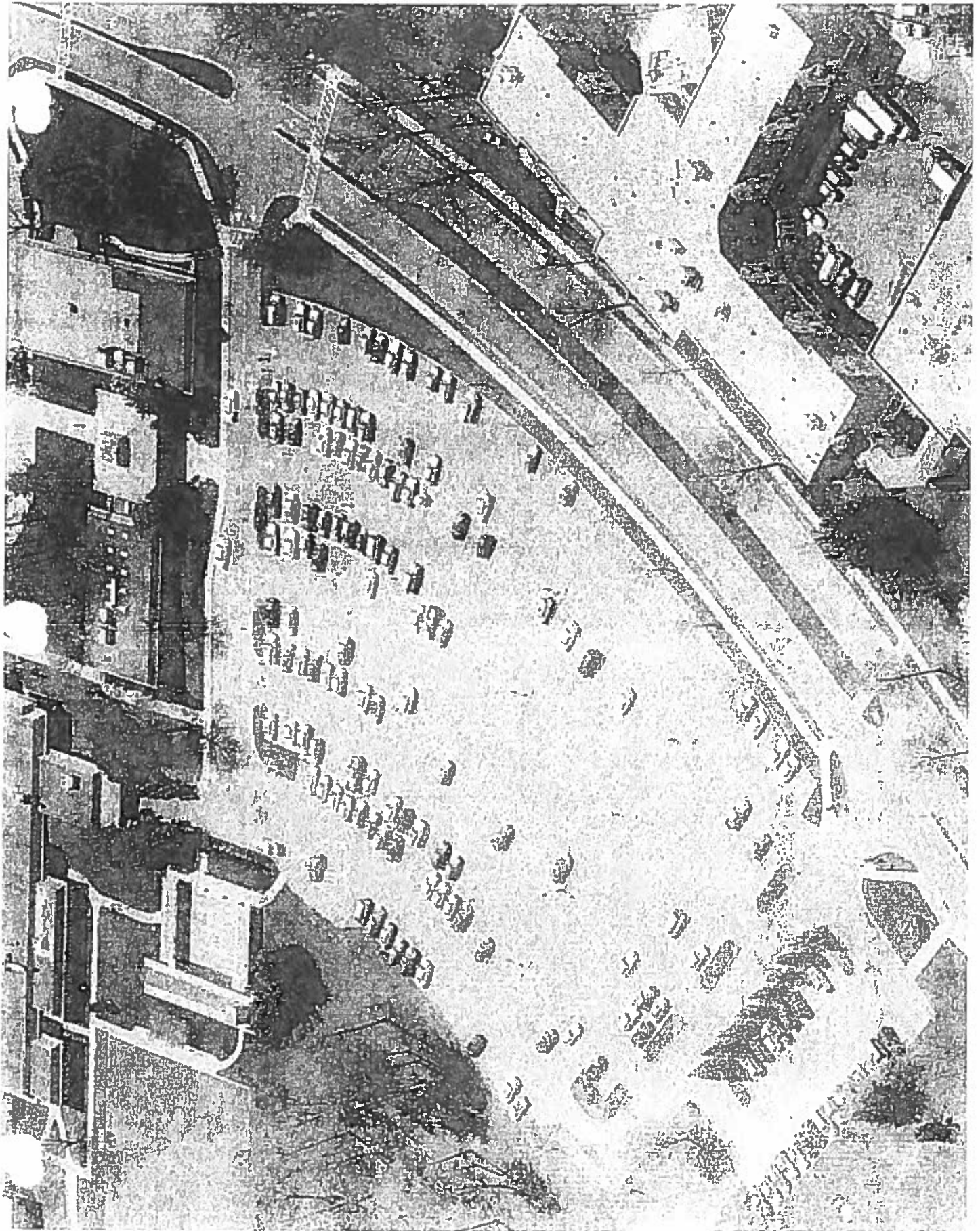
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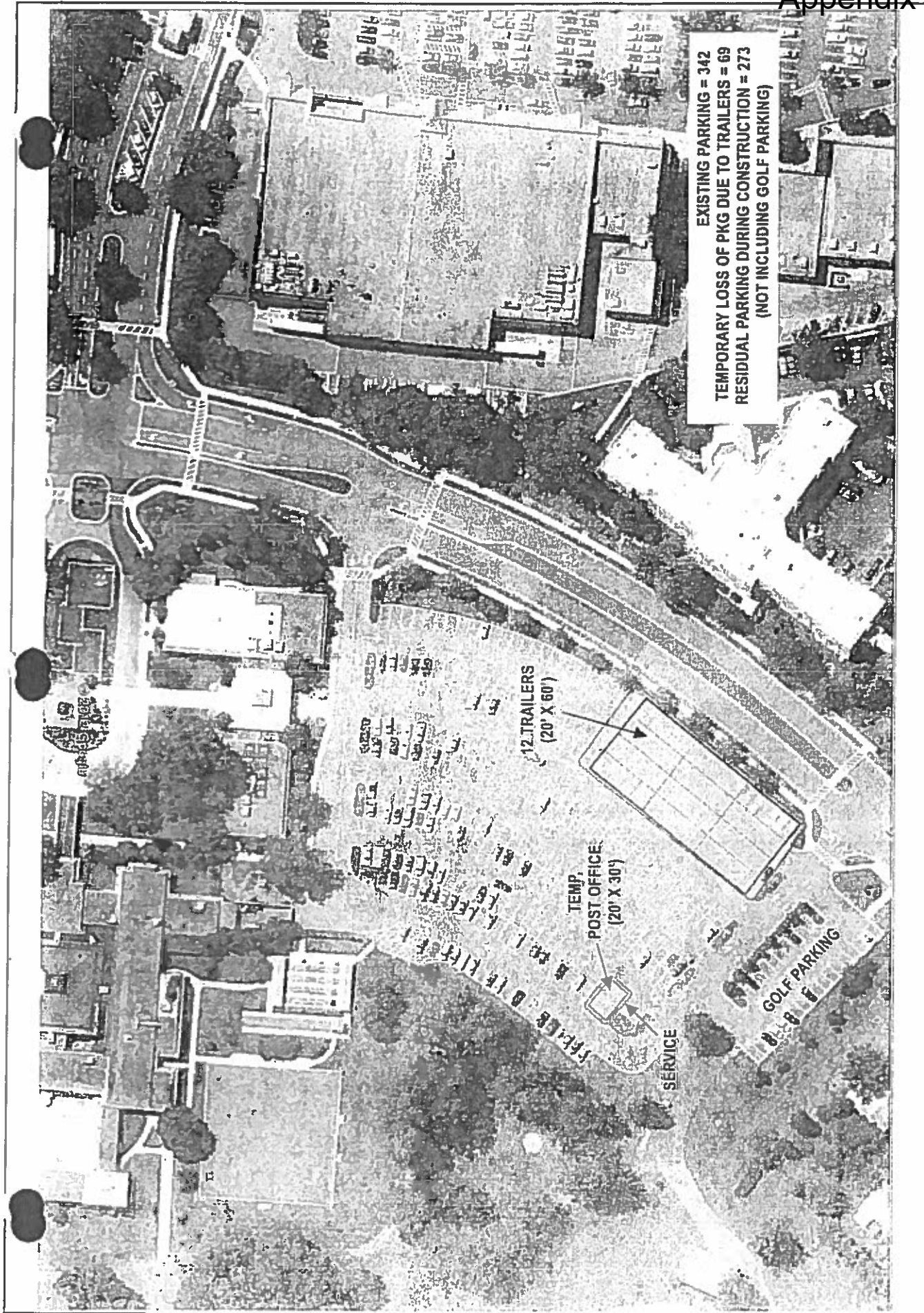
TIME SCHEDULE FOR DESIGN & ENGINEERING - MUNICIPAL PROCESS & CONTRACTOR  
 BIDDING FOR THE LEISURE WORLD ADMINISTRATION BUILDING  
**NEW CONSTRUCTION**



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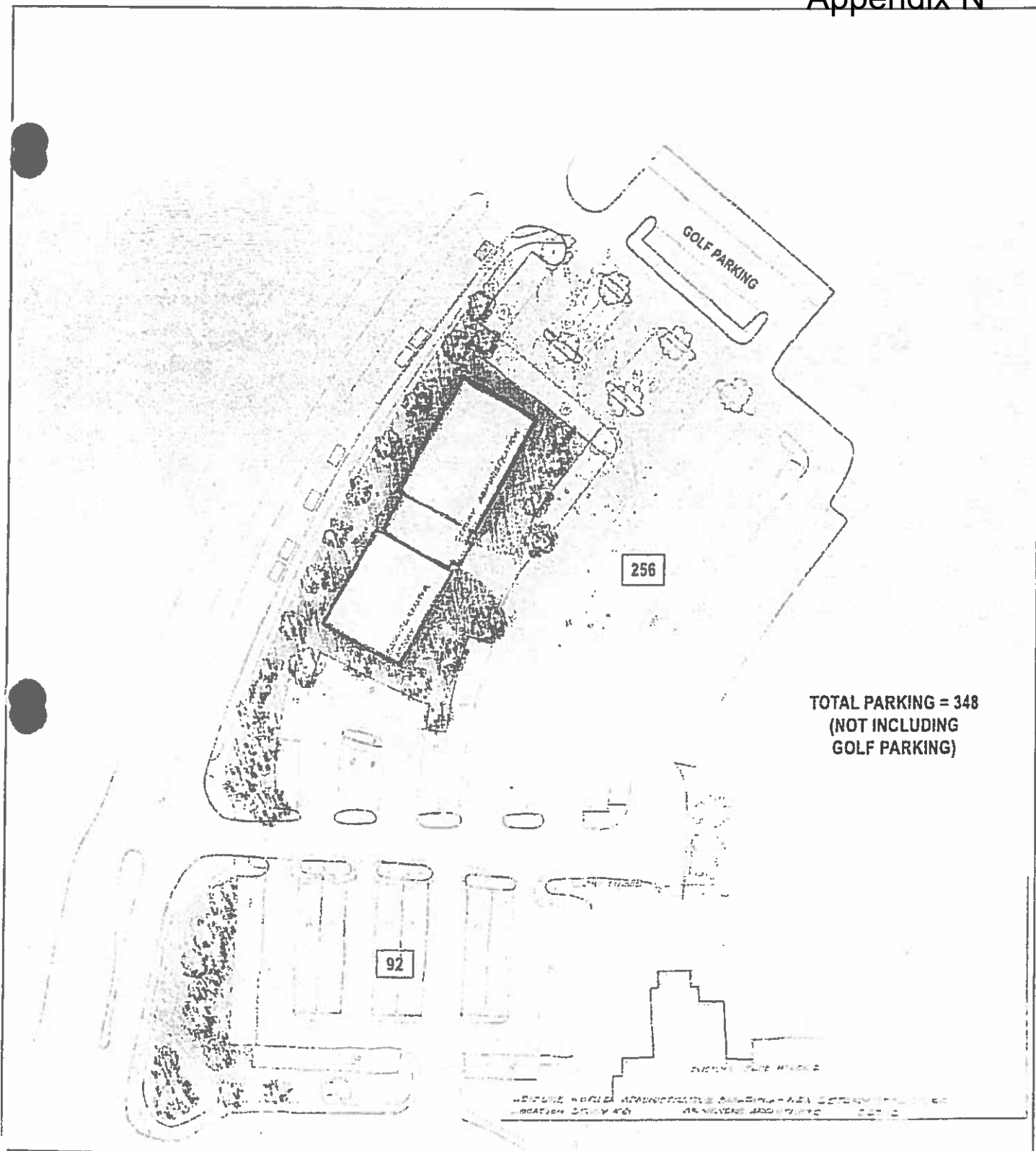
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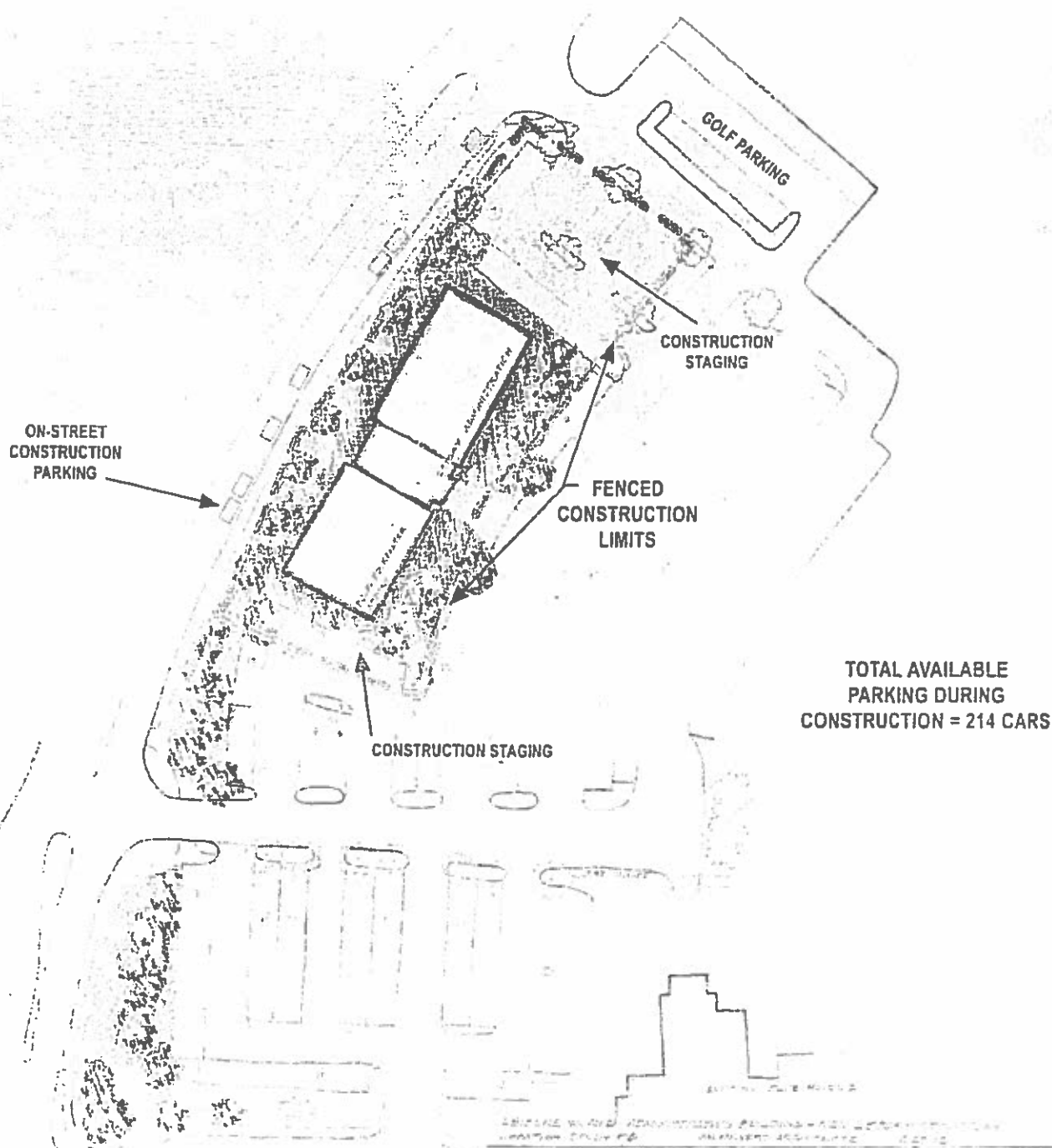
**SITE PLAN - TEMPORARY TRAILERS / PARKING AVAILABLE**





TOTAL PARKING = 348  
(NOT INCLUDING  
GOLF PARKING)

SITE PLAN - FREE-STANDING NEW BUILDING/ NEW PARKING SCHEME



SITE PLAN - NEW BUILDING CONSTRUCTION LIMITS/ PARKING AVAILABLE

NEW VS RENOVATION COMPARISON

CODE	DESCRIPTION	EXISTING FOOTPRINT		EXISTING FOOTPRINT AND ADDITION		NEW BUILDING	
		12,210 SF	\$/SF	15,285 SF	\$/SF	20,000 SF	\$/SF
<b>DIV II - DEMOLITION</b>							
02-0800	DEMOLITION	\$24,420	\$2.00	\$46,191	\$3.02	\$0	\$0.00
02-2000	EARTHWORK	\$3,000	\$0.25	\$10,000	\$0.65	\$40,002	\$2.00
02-5000	SITE CONCRETE	\$14,150	\$1.18	\$14,150	\$0.93	\$20,000	\$1.00
02-6000	ASPHALT PAVING	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00
02-9000	LANDSCAPING	\$7,500	\$0.81	\$7,500	\$0.49	\$15,000	\$0.75
03-3000	CONCRETE	\$0	\$0.00	\$28,519	\$1.87	\$168,000	\$8.40
04-2000	MASONRY	\$35,600	\$2.92	\$91,460	\$5.98	\$154,500	\$7.73
05-1000	STRUCTURAL STEEL	\$5,940	\$0.49	\$31,324	\$2.05	\$200,000	\$10.00
06-1000	ROUGH CARPENTRY	\$0	\$0.00	\$11,448	\$0.75	\$15,000	\$0.75
06-4000	ARCHITECTURAL MILLWORK	\$27,263	\$2.23	\$35,173	\$2.30	\$16,000	\$0.80
07-5000	ROOFING	\$230,118	\$18.85	\$273,238	\$17.88	\$220,750	\$11.04
08-1000	DOORS AND FRAMES	\$29,500	\$2.42	\$38,900	\$2.64	\$11,250	\$0.58
08-4000	GLASS & GLAZING	\$120,390	\$9.86	\$137,350	\$8.99	\$446,400	\$22.32
09-2500	DRYWALL	\$79,154	\$6.48	\$80,389	\$5.26	\$116,300	\$5.82
09-3000	CERAMIC TILE	\$51,828	\$4.24	\$51,768	\$3.39	\$9,600	\$0.48
09-6500	RESILIENT FLOORING AND CARPET	\$23,340	\$1.91	\$30,845	\$2.02	\$0	\$0.00
09-9000	PAINTING	\$11,371	\$0.93	\$13,061	\$0.85	\$15,950	\$0.80
09-9999	FINISH ALLOWANCES						
09-9999	LOBBY FINISHES	\$23,550	\$1.93	\$23,550	\$1.54	\$29,920	\$1.50
09-9999	LEISURE WORLD	\$0	\$0.00	\$0	\$0.00	\$580,000	\$29.00
09-9999	POST OFFICE	\$0	\$0.00	\$0	\$0.00	\$19,600	\$0.98
09-9999	REALTOR	\$0	\$0.00	\$0	\$0.00	\$31,200	\$1.56
09-9999	BANK	\$0	\$0.00	\$0	\$0.00	\$141,750	\$7.09
10-2100	TOILET PARTITIONS	\$3,600	\$0.29	\$3,600	\$0.24	\$10,200	\$0.51
10-8000	TOILET ACCESSORIES	\$800	\$0.07	\$800	\$0.05	\$3,000	\$0.15
12-2000	FURNITURE	\$153,000	\$12.53	\$171,000	\$11.19	\$189,000	\$9.45
15-3000	FIRE SPRINKLER	\$42,735	\$3.50	\$53,483	\$3.50	\$75,000	\$3.75
15-4000	PLUMBING	\$51,550	\$4.22	\$51,525	\$3.37	\$75,000	\$3.75
15-5000	MECHANICAL	\$146,520	\$12.00	\$183,300	\$11.99	\$180,000	\$10.00
16-1000	ELECTRICAL	\$146,520	\$12.00	\$183,300	\$11.99	\$220,000	\$11.00
17-1000	TEMP FACILITIES / RELOCATION	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00
	<b>SUBTOTALS</b>	<b>\$1,231,849</b>	<b>\$100.89</b>	<b>\$1,571,854</b>	<b>\$102.84</b>	<b>\$3,003,422</b>	<b>\$150.17</b>
	<b>CONTINGENCY</b>	<b>\$61,592</b>	<b>\$5.04</b>	<b>\$78,593</b>	<b>\$5.14</b>	<b>\$150,171</b>	<b>\$7.51</b>
	<b>GENERAL CONDITIONS</b>	<b>\$103,475</b>	<b>\$8.47</b>	<b>\$132,036</b>	<b>\$8.64</b>	<b>\$252,287</b>	<b>\$12.61</b>
	<b>GENERAL LIABILITY</b>	<b>\$4,610</b>	<b>\$0.38</b>	<b>\$5,882</b>	<b>\$0.38</b>	<b>\$11,239</b>	<b>\$0.56</b>
	<b>PIE</b>	<b>\$70,076</b>	<b>\$5.74</b>	<b>\$89,418</b>	<b>\$5.85</b>	<b>\$170,856</b>	<b>\$8.54</b>
	<b>BUILDING TOTALS</b>	<b>\$1,484,847</b>	<b>\$123.27</b>	<b>\$1,895,246</b>	<b>\$123.99</b>	<b>\$3,621,344</b>	<b>\$181.07</b>
<p>The following is a list of the additional costs, which are not included in the above budgets, that are required to facilitate the new construction:</p>							
	The cost of the trailer rental for the total duration of the renovation work	\$126,999		\$126,999		\$0	
	The cost for the labor to relocate the staff from their offices to the temporary trailers	\$9,000		\$9,000		\$0	
	The cost for the labor to relocate the staff to their newly renovated office location	\$10,000		\$10,000		\$10,000	
	Under Option #3, which is the construction of a new office building in lieu of renovating the existing building, the existing building would be raised and a parking lot would be installed in its place. This total represents the value of this demolition work	\$0		\$0		\$19,000	
	Once the demolition of the existing office building, as outlined under Option #3, has been completed, the site will be converted into a combination of parking and landscaped islands. This total represents the cost to complete this work	\$0		\$0		\$155,972	
	<b>GRAND TOTALS</b>	<b>\$1,630,846</b>		<b>\$2,041,245</b>		<b>\$3,806,316</b>	



**FOULGER-PRATT**

PROJECT TYPE: RENOVATION  
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT

PHASE I 4,774 SF  
PHASE II 4,726 SF  
LOBBY RENOVATION 2,710 SF  
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
<b>IV II - DEMOLITION</b>										
2-0800	DEMOLITION									.....
2-0800	PHASE I		4,774	SF	\$2	\$9,548	\$0	\$0		.....
2-0800	PHASE II		4,726	SF	\$2	\$0	\$9,452	\$0		.....
2-0800	LOBBY AREA DEMOLITION		2,710	SF	\$2	\$0	\$0	\$5,420	\$24,420	.....
<b>SUBTOTALS</b>										
2-2000	EARTHWORK		1	LS	\$3,000	\$1,000	\$1,000	\$1,000	\$3,000	.....
2-2000	FINISH GRADE / LANDSCAPE									.....
<b>SUBTOTALS</b>										
2-5000	SITE CONCRETE		480	SF	\$5	\$2,400	\$0	\$0		.....
2-5000	PHASE I									.....
2-5000	ALLOWANCE FOR SITE CONCRETE									.....
2-5000	PHASE II		350	SF	\$5	\$0	\$1,750	\$0		.....
2-5000	ALLOWANCE FOR SITE CONCRETE									.....
2-5000	ALLOWANCE FOR SITE WALLS		200	SF	\$50	\$0	\$10,000	\$0	\$14,150	.....
<b>SUBTOTALS</b>										
2-9000	LANDSCAPING		1	LS	\$7,500	\$2,500	\$2,500	\$2,500	\$7,500	.....
2-2000	FINISH GRADE / LANDSCAPE									.....
<b>SUBTOTALS</b>										
<b>TOTAL DIV II</b>										
										\$49,070
<b>DIV IV - MASONRY</b>										
4-2000	MASONRY									.....
4-2000	PHASE I		66	LF	\$100	\$6,600	\$0	\$0		.....
4-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS									.....
4-2000	PHASE II		132	LF	\$100	\$0	\$13,200	\$0		.....
4-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS									.....
4-2000	PHASE I AND PHASE II		4	EA	\$3,950	\$7,900	\$7,900	\$0	\$35,600	.....
4-2000	MASONRY PILASTERS									.....
<b>SUBTOTALS</b>										
<b>TOTAL DIV IV</b>										
										\$35,600
<b>DIV V - MISC. METALS</b>										
15-1000	STRUCTURAL STEEL									.....
15-1000	PHASE I		26	LF	\$60	\$1,560	\$0	\$0		.....
15-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS									.....
15-1000	PHASE II		73	LF	\$60	\$0	\$4,380	\$0		.....
15-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS									.....

Appendix N

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# FOULGER-PRATT

PROJECT TYPE: RENOVATION  
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT

PHASE I 4,774 SF  
PHASE II 4,726 SF  
LOBBY RENOVATION 2,710 SF  
TOTALS 12,210

LINE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
SUBTOTALS										\$5,940
<b>TOTAL DIV V</b>										\$5,940

11V VI - WOOD & PLASTIC										
3-4000 ARCHITECTURAL MILLWORK										
3-4000 PHASE I										
3-4000 RECEPTION AREA										
3-4000 BASE CABINETS										
3-4000 P-LAM COUNTERTOPS										
3-4000 BATHROOM										
3-4000 GRANITE VANITY TOPS										
3-4000 PHASE II										
3-4000 IT LAB										
3-4000 BASE CABINETS										
3-4000 WALL CABINETS										
3-4000 P-LAM COUNTERTOPS										
3-4000 STAFF ROOM										
3-4000 BASE CABINETS										
3-4000 WALL CABINETS										
3-4000 P-LAM COUNTERTOPS										
3-4000 CONFERENCE										
3-4000 BASE CABINETS										
3-4000 WALL CABINETS										
3-4000 P-LAM COUNTERTOPS										
3-4000 BATHROOM										
3-4000 GRANITE VANITY TOPS										
3-4000 LOBBY AREA										
3-4000 BATHROOM										
3-4000 GRANITE VANITY TOPS										
SUBTOTALS										\$27,263
<b>TOTAL DIV VI</b>										\$27,263

11V VII - THERMAL AND MOISTURE PROTECTION										
7-5000 ROOFING										
7-5000 PHASE I, PHASE II AND LOBBY AREA										
7-5000 NEW ROOFING FOR THE ENTIRE BUILDING										
SUBTOTALS										\$230,118
<b>TOTAL DIV VII</b>										\$230,118

11V VIII - DOORS & WINDOWS										
18-1000 DOORS AND FRAMES										
SUBTOTALS										\$230,118
<b>TOTAL DIV VIII</b>										\$230,118



# FOULGER-PRATT

PROJECT TYPE: RENOVATION  
 BUDGET: 07/27/12  
 PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT  
 PHASE I 4,774 SF  
 PHASE II 4,726 SF  
 LOBBY RENOVATION 2,710 SF  
 TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
08-1000	PHASE I									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		20	EA	\$450	\$9,000	\$0	\$0		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		4	EA	\$600	\$2,400	\$0	\$0		*****
08-1000	INSTALLATION		24	EA	\$125	\$3,000	\$0	\$0		*****
08-1000	PHASE II									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		21	EA	\$450	\$0	\$9,450	\$0		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		1	EA	\$600	\$0	\$600	\$0		*****
08-1000	INSTALLATION		22	EA	\$125	\$0	\$2,750	\$0		*****
08-1000	LOBBY AREA									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		4	EA	\$450	\$0	\$0	\$1,800		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		0	EA	\$600	\$0	\$0	\$0		*****
08-1000	INSTALLATION		4	EA	\$125	\$0	\$0	\$500	\$29,500	*****
08-4000	GLASS & GLAZING									
08-4000	PHASE I									
08-4000	INSTALLATION OF NEW WINDOWS		528	SF	\$40	\$21,120	\$0	\$0		*****
08-4000	PHASE II									
08-4000	INSTALLATION OF NEW WINDOWS		1,056	SF	\$40	\$0	\$42,240	\$0		*****
08-4000	LOBBY RENOVATION									
08-4000	FOYER STRUCTURE INCLUDING ROOFING		81	SF	\$80	\$0	\$0	\$6,480		*****
08-4000	INTERIOR STOREFRONT		510	SF	\$55	\$0	\$0	\$28,050		*****
08-4000	STOREFRONT DOORS		5	PR	\$4,500	\$0	\$0	\$22,500		*****
	SUBTOTALS								\$120,390	
	TOTAL DIV VIII									\$149,890

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
09-2500	PHASE I									
09-2500	DRYWALL									*****
09-2500	PHASE I									*****
09-2500	NEW INTERIOR WALLS		3,384	SF	\$4	\$13,536	\$0	\$0		*****
09-2500	ACOUSTICAL CEILINGS		4,774	SF	\$3	\$14,322	\$0	\$0		*****
09-2500	PHASE II									
09-2500	NEW INTERIOR WALLS		5,562	SF	\$4	\$0	\$22,248	\$0		*****
09-2500	ACOUSTICAL CEILINGS		4,726	SF	\$3	\$0	\$14,178	\$0		*****
09-2500	LOBBY AREA									
09-2500	FOYER NEW WALLS		1,330	SF	\$4	\$0	\$0	\$5,320		*****
09-2500	DRYWALL CEILINGS		1,910	SF	\$5	\$0	\$0	\$9,550		*****
09-3000	CERAMIC TILE									
09-3000	PHASE I									
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		199	SF	\$8	\$1,592	\$0	\$0	\$79,154	*****
	SUBTOTALS									

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# FOULGER-PRATT

PROJECT TYPE: RENOVATION  
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT  
PHASE I 4,774 SF  
PHASE II 4,726 SF  
LOBBY RENOVATION 2,710 SF  
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
09-3000	NEW CERAMIC WALL TILES		918	SF	\$8	\$7,344	\$0	\$0		****
09-3000	PHASE II									****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		169	SF	\$8	\$0	\$1,352	\$0		****
09-3000	NEW CERAMIC WALL TILES		774	SF	\$8	\$0	\$6,192	\$0		****
09-3000	LOBBY RENOVATION									****
09-3000	LOBBY FLOORS		1,925	SF	\$12	\$0	\$0	\$23,100		****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS		415	SF	\$8	\$0	\$0	\$3,320		****
09-3000	NEW CERAMIC WALL TILES		1,116	SF	\$8	\$0	\$0	\$8,928		****
	<b>SUBTOTALS</b>								\$51,828	
09-6500	RESILIENT FLOORING AND CARPET									****
09-6500	PHASE I									****
09-6500	NEW CARPET		508	SY	\$22	\$11,183	\$0	\$0		****
09-6500	PHASE II									****
09-6500	NEW CARPET		506	SY	\$22	\$0	\$11,139	\$0		****
09-6500	LOBBY RENOVATION									****
09-6500	POST OFFICE AT LOBBY		370	SF	\$2.75	\$0	\$0	\$1,018		****
	<b>SUBTOTALS</b>								\$23,340	
09-9000	PAINTING									****
09-9000	PHASE I									****
09-9000	NEW PAINT		6,768	SF	\$0.50	\$3,384	\$0	\$0		****
09-9000	PHASE II									****
09-9000	NEW PAINT		11,124	SF	\$0.50	\$0	\$5,562	\$0		****
09-9000	LOBBY RENOVATION									****
09-9000	NEW PAINT		2,940	SF	\$0.50	\$0	\$0	\$1,470		****
09-9000	DRYWALL CEILINGS		1,910	SF	\$0.50	\$0	\$0	\$955		****
	<b>SUBTOTALS</b>								\$11,371	
09-9999	FINISH ALLOWANCES									****
09-9999	LOBBY RENOVATION									****
09-9999	LOBBY RENOVATION		2,710	SF	\$5	\$0	\$0	\$13,550		****
09-9999	RECEPTION DESK AT LOBBY		1	EA	\$10,000	\$0	\$0	\$10,000		****
	<b>SUBTOTALS</b>								\$23,550	
	<b>TOTAL DIV IX</b>									\$189,243
DIV XV - SPECIALTIES										****
10-2100	TOILET PARTITIONS									****
10-2100	LOBBY RENOVATION									****
10-2100	TOILET PARTITIONS		6	EA	\$600	\$0	\$0	\$3,600		****
	<b>SUBTOTALS</b>								\$3,600	
10-8000	TOILET ACCESSORIES									****
10-8000	PHASE I									****
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$200	\$0	\$0		****

## Appendix N

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# FOULGER-PRATT

PROJECT TYPE: RENOVATION  
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT  
PHASE I 4,774 SF  
PHASE II 4,726 SF  
LOBBY RENOVATION 2,710 SF  
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
10-8000	PHASE II									
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$0	\$200	\$0		....
10-8000	LOBBY RENOVATION									....
10-8000	TOILET ACCESSORIES		2	EA	\$200	\$0	\$0	\$400	\$800	....
<b>SUBTOTALS</b>										
<b>TOTAL DIV X</b>										
<b>\$4,400</b>										
12-2000	FURNITURE									
12-2000	MODULAR FURNITURE FURNISH / INSTALLATION		34	EA	\$4,500	\$76,500	\$76,500	\$0	\$153,000	....
<b>SUBTOTALS</b>										
<b>TOTAL DIV XII</b>										
<b>\$153,000</b>										
15-3000	MECHANICAL									
15-3000	FIRE SPRINKLER									....
15-3000	PHASE I									....
15-3000	NEW FIRE SPRINKLER		4,774	SF	\$4	\$16,709	\$0	\$0	\$42,735	....
15-3000	PHASE II									....
15-3000	NEW FIRE SPRINKLER		4,726	SF	\$4	\$0	\$16,541	\$0	\$0	....
15-3000	LOBBY RENOVATION									....
15-3000	NEW FIRE SPRINKLER		2,710	SF	\$4	\$0	\$0	\$9,485	\$0	....
<b>SUBTOTALS</b>										
5-4000	PLUMBING									
5-4000	PHASE I									....
5-4000	NEW PLUMBING BATHROOMS		4,774	SF	\$4	\$19,096	\$0	\$0	\$0	....
5-4000	PHASE II									....
5-4000	NEW PLUMBING BATHROOMS		4,726	SF	\$4	\$0	\$18,904	\$0	\$0	....
5-4000	LOBBY RENOVATION									....
5-4000	NEW PLUMBING BATHROOMS		2,710	SF	\$5	\$0	\$0	\$13,550	\$51,550	....
<b>SUBTOTALS</b>										
5-5000	MECHANICAL									
5-5000	PHASE I									....
5-5000	NEW MECHANICAL		4,774	SF	\$12	\$57,288	\$0	\$0	\$0	....
5-5000	PHASE II									....
5-5000	NEW MECHANICAL		4,726	SF	\$12	\$0	\$56,712	\$0	\$0	....
5-5000	LOBBY RENOVATION									....
5-5000	NEW MECHANICAL		2,710	SF	\$12	\$0	\$0	\$32,520	\$146,520	....
<b>SUBTOTALS</b>										
<b>TOTAL DIV XV</b>										
<b>\$240,855</b>										
3-1000	ELECTRICAL									

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Existing Footprint



# FOULGER-PRATT

PROJECT TYPE: RENOVATION  
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT

PHASE I 4,774 SF  
PHASE II 4,726 SF  
LOBBY RENOVATION 2,710 SF  
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
16-1000	PHASE I									
16-1000	NEW LIGHTING AND POWER		4,774	SF	\$12	\$57,288	\$0	\$0		
16-1000	PHASE II									
16-1000	NEW LAYOUT LIGHT FIXTURE AND POWER		4,726	SF	\$12	\$0	\$56,712	\$0		
16-1000	LOBBY RENOVATION									
16-1000	NEW LAYOUT LIGHT FIXTURE AND POWER		2,710	SF	\$12	\$0	\$0	\$32,520		
<b>SUBTOTALS</b>										
<b>TOTAL DIV XVI</b>										<b>\$146,520</b>
2	5.00%	SUBTOTAL CONTINGENCY				\$426,464	\$490,143	\$315,242		\$1,231,84
2						\$21,323	\$24,507	\$15,762		\$61,59
2	8.00%	SUBTOTAL GENERAL CONDITIONS				\$447,787	\$514,651	\$331,004		\$1,293,44
2						\$35,823	\$41,172	\$26,480		\$103,47
2	0.33%	SUBTOTAL GENERAL LIABILITY				\$483,610	\$555,823	\$357,484		\$1,396,91
2						\$1,596	\$1,834	\$1,180		\$4,61
2	5.00%	SUBTOTAL FEE				\$485,206	\$557,657	\$358,664		\$1,401,52
2						\$24,260	\$27,883	\$17,933		\$70,07
1	0.90%	SUBTOTAL GC BOND				\$509,466	\$585,540	\$376,597		\$1,471,60
1						\$4,585	\$5,270	\$3,389		\$13,24
4		BUDGET SUB-TOTAL				\$514,051	\$590,809	\$379,986		\$1,484,84
4						\$18,989	\$18,989	\$19,046		\$57,02
4						\$28,325	\$8,325	\$8,325		\$44,97
4						\$25,000				\$25,000
4		BUDGET SUB-TOTAL				\$561,365	\$618,123	\$407,357		\$1,586,84

TRAILER (12X16 = 720SF) X 12 EA X 4 MO X \$1.65/SF/MO  
POWER, UTILITIES, TELECOMM, AND DATA  
MISC. - Carpentry, Temp Dividers, etc.

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# FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION  
 PHASE I 4,774 SF  
 PHASE I ADDITION 2,890 SF  
 PHASE II 4,726 SF  
 PHASE II ADDITION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
<b>DIV II - DEMOLITION</b>										
02-0800	DEMOLITION									
02-0800	PHASE I		4,774	SF	\$3	\$14,322	\$0	\$0		*****
02-0800	PHASE II		1,296	SF	\$6	\$7,776	\$0	\$0		*****
02-0800	PHASE I		4,726	SF	\$3	\$0	\$14,178	\$0		*****
02-0800	PHASE II		300	SF	\$6	\$0	\$1,800	\$0		*****
02-0800	LOBBY AREA DEMOLITION		2,705	SF	\$3	\$0	\$0	\$8,115	\$46,191	*****
<b>SUBTOTALS</b>										
02-2000	EARTHWORK		1	LS	\$10,000	\$3,333	\$3,333	\$3,333	\$10,000	*****
02-5000	SITE CONCRETE									
02-5000	PHASE I		480	SF	\$5	\$2,400	\$0	\$0		*****
02-5000	PHASE II		350	SF	\$5	\$0	\$1,750	\$0		*****
02-5000	ALLOWANCE FOR SITE WALLS		200	SF	\$50	\$0	\$10,000	\$0	\$14,150	*****
<b>SUBTOTALS</b>										
02-9000	LANDSCAPING		1	LS	\$7,500	\$2,500	\$2,500	\$2,500	\$7,500	*****
02-9000	LANDSCAPE									
<b>TOTAL DIV II</b>										
<b>\$77,841</b>										
<b>DIV III - CONCRETE</b>										
03-3000	CONCRETE									
03-3000	PHASE I - ADDITION		10	CY	\$350.00	\$3,500	\$0	\$0		*****
03-3000	CONCRETE FOOTINGS		2,890	SF	\$5.00	\$14,450	\$0	\$0		*****
03-3000	SLAB ON GRADE		18	CY	\$350.00	\$6,300	\$0	\$0		*****
03-3000	TURNED DOWN		2	CY	\$350.00	\$700	\$0	\$0		*****
03-3000	COLUMN FOOTINGS		2	CY	\$350.00	\$700	\$0	\$0		*****
03-3000	PHASE II - ADDITION									
03-3000	CONCRETE FOOTINGS		2	CY	\$350.00	\$0	\$810	\$0		*****
03-3000	SLAB ON GRADE		190	SF	\$5.00	\$0	\$950	\$0		*****
03-3000	TURNED DOWN		4	CY	\$350.00	\$0	\$1,458	\$0		*****
03-3000	COLUMN FOOTINGS		1	CY	\$350.00	\$0	\$350	\$0	\$28,519	*****
<b>SUBTOTALS</b>										

# FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION  
 PHASE I 4,774 SF  
 PHASE I ADDITION 2,890 SF  
 PHASE II 4,726 SF  
 PHASE II ADDITION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
<b>TOTAL DIV IV</b>										
DIV IV - MASONRY										\$28,519
04-2000	MASONRY									
04-2000	PHASE I									
04-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS		66	LF	\$100	\$6,600	\$0	\$0		
04-2000	PHASE I - ADDITION									
04-2000	CMU EXTERIOR WALLS		1,296	SF	\$10.00	\$12,960	\$0	\$0		
04-2000	BRICK VENEER		1,296	SF	\$25.00	\$32,400	\$0	\$0		
04-2000	PHASE II									
04-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS		132	LF	\$100	\$0	\$13,200	\$0		
04-2000	PHASE II - ADDITION									
04-2000	CMU EXTERIOR WALLS		300	SF	\$10.00	\$0	\$3,000	\$0		
04-2000	BRICK VENEER		300	SF	\$25.00	\$0	\$7,500	\$0		
04-2000	PHASE I & II									
04-2000	INSTALLATION OF ADDITIONAL PILASTERS		4	EA	\$3,950	\$7,900	\$7,900	\$0		
SUBTOTALS										\$91,460
<b>TOTAL DIV IV</b>										
DIV V - MISC. METALS										
05-1000	STRUCTURAL STEEL									
05-1000	PHASE I									
05-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS		26	LF	\$60	\$1,560	\$0	\$0		
05-1000	PHASE I - ADDITION									
05-1000	TEMPORARY SHORING FOR NEW COLUMNS		111	LF	\$20.00	\$2,220	\$0	\$0		
05-1000	BAR JOISTS / EMBEDS / MISC. STEEL / METAL DECK		2,548	SF	\$8.00	\$20,384	\$0	\$0		
05-1000	PHASE II									
05-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS		73	LF	\$60	\$0	\$4,380	\$0		
05-1000	PHASE II - ADDITION									
05-1000	TEMPORARY SHORING FOR NEW COLUMNS		25	LF	\$20.00	\$0	\$500	\$0		
05-1000	BAR JOISTS / EMBEDS / MISC. STEEL / METAL DECK		190	SF	\$12.00	\$0	\$2,280	\$0		
SUBTOTALS										\$31,324
<b>TOTAL DIV V</b>										
06-1000	ROUGH CARPENTRY									
06-1000	MANSARD ROOF FRAMING									
06-1000	TRUSSES FOR MANSARD ROOF		2,544	SF	\$3	\$6,360	\$0	\$0		
06-1000	PLYWOOD CLADDING FOR MANSARD ROOF		2,544	SF	\$2	\$5,088	\$0	\$0		
SUBTOTALS										\$11,448
<b>TOTAL DIV V</b>										
SUBTOTALS										\$31,324

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# FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF  
 PHASE II ADDITION 2,890 SF  
 PHASE II 4,726 SF  
 PHASE II ADDITION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
08-1000	PHASE I									*****
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		20	EA	\$450	\$9,000	\$0	\$0		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		4	EA	\$600	\$2,400	\$0	\$0		*****
08-1000	INSTALLATION		24	EA	\$125	\$3,000	\$0	\$0		*****
08-1000	PHASE I ADDITION									*****
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		6	EA	\$450	\$2,700	\$0	\$0		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		6	EA	\$600	\$3,600	\$0	\$0		*****
08-1000	INSTALLATION		6	EA	\$125	\$750	\$0	\$0		*****
08-1000	PHASE II									*****
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		21	EA	\$450	\$0	\$9,450	\$0		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		1	EA	\$600	\$0	\$600	\$0		*****
08-1000	INSTALLATION		22	EA	\$125	\$0	\$2,750	\$0		*****
08-1000	PHASE II ADDITION									*****
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		2	EA	\$450	\$0	\$900	\$0		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		2	EA	\$600	\$0	\$1,200	\$0		*****
08-1000	INSTALLATION		2	EA	\$125	\$0	\$250	\$0		*****
08-1000	LOBBY AREA									*****
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		4	EA	\$450	\$0	\$0	\$1,800		*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		0	EA	\$600	\$0	\$0	\$0		*****
08-1000	INSTALLATION		4	EA	\$125	\$0	\$0	\$500		*****
	SUBTOTALS								\$38,900	
08-4000	GLASS & GLAZING									*****
08-4000	PHASE I									*****
08-4000	INSTALLATION OF NEW WINDOWS		528	SF	\$40	\$21,120	\$0	\$0		*****
08-4000	PHASE I ADDITION									*****
08-4000	INSTALLATION OF NEW WINDOWS		424	SF	\$40	\$16,960	\$0	\$0		*****
08-4000	PHASE II									*****
08-4000	INSTALLATION OF NEW WINDOWS		1,056	SF	\$40	\$0	\$42,240	\$0		*****
08-4000	LOBBY RENOVATION									*****
08-4000	FOYER STRUCTURE INCLUDING ROOFING		81	SF	\$80	\$0	\$0	\$6,480		*****
08-4000	INTERIOR STOREFRONT		510	SF	\$55	\$0	\$0	\$28,050		*****
08-4000	STOREFRONT DOORS		5	PR	\$4,500	\$0	\$0	\$22,500		*****
	SUBTOTALS								\$137,350	
	TOTAL DIV VIII								\$176,250	

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
DIV IX - FINISHES										*****
09-2500	DRYWALL									*****
09-2500	PHASE I									*****
	SUBTOTALS									*****



**FOULGER-PRATT**

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION  
 PHASE I 4,774 SF  
 PHASE I ADDITION 2,890 SF  
 PHASE II 4,726 SF  
 PHASE II ADDITION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
09-2500	NEW INTERIOR WALLS		3,384	SF	\$4	\$13,536	\$0	\$0		*****
09-2500	ACOUSTICAL CEILINGS		4,774	SF	\$3	\$14,322	\$0	\$0		*****
09-2500	PHASE I ADDITION									
09-2500	NEW INTERIOR WALLS		1,692	SF	\$4	\$6,768	\$0	\$0		*****
09-2500	ACOUSTICAL CEILINGS		2,890	SF	\$3	\$8,670	\$0	\$0		*****
09-2500	PHASE II									
09-2500	NEW INTERIOR WALLS		5,562	SF	\$4	\$0	\$22,248	\$0		*****
09-2500	LOBBY AREA									
09-2500	FOYER NEW WALLS		1,330	SF	\$4	\$0	\$0	\$5,320		*****
09-2500	DRYWALL CEILINGS		1,905	SF	\$5	\$0	\$0	\$9,525		*****
SUBTOTALS										
09-3000	CERAMIC TILE								\$80,389	
09-3000	PHASE I									*****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		199	SF	\$8	\$1,592	\$0	\$0		*****
09-3000	NEW CERAMIC WALL TILES		918	SF	\$8	\$7,344	\$0	\$0		*****
09-3000	PHASE II									
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		169	SF	\$8	\$0	\$1,352	\$0		*****
09-3000	NEW CERAMIC WALL TILES		774	SF	\$8	\$0	\$6,192	\$0		*****
09-3000	LOBBY RENOVATION									
09-3000	LOBBY FLOORS		1,920	SF	\$12	\$0	\$0	\$23,040		*****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS		415	SF	\$8	\$0	\$0	\$3,320		*****
09-3000	NEW CERAMIC WALL TILES		1,116	SF	\$8	\$0	\$0	\$8,928		*****
SUBTOTALS										
09-6500	RESILIENT FLOORING AND CARPET								\$51,768	
09-6500	PHASE I									*****
09-6500	NEW CARPET		508	SY	\$22	\$11,183	\$0	\$0		*****
09-6500	PHASE I ADDITION									
09-6500	NEW CARPET		321	SY	\$22	\$7,064	\$0	\$0		*****
09-6500	PHASE II									
09-6500	NEW CARPET		508	SY	\$22	\$0	\$11,139	\$0		*****
09-6500	PHASE II ADDITION									
09-6500	NEW CARPET		20	SY	\$22	\$0	\$440	\$0		*****
09-6500	LOBBY RENOVATION									
09-6500	POST OFFICE AT LOBBY		370	SF	\$2.75	\$0	\$0	\$1,018		*****
SUBTOTALS										
09-9000	PAINTING								\$30,845	
09-9000	PHASE I									*****
09-9000	NEW PAINT		6,768	SF	\$0.50	\$3,384	\$0	\$0		*****
09-9000	PHASE I ADDITION									

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# FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12  
 PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION  
 PHASE I ADDITION 4,774 SF  
 PHASE II ADDITION 2,890 SF  
 PHASE I RENOVATION 4,726 SF  
 PHASE II RENOVATION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	
09-9000	NEW PAINT		3,384	SF	\$0.50	\$1,692	\$0	\$0		*****	
09-9000	PHASE II									*****	
09-9000	NEW PAINT		11,124	SF	\$0.50	\$0	\$5,562	\$0		*****	
09-9000	LOBBY RENOVATION									*****	
09-9000	NEW PAINT		2,940	SF	\$0.50	\$0	\$0	\$1,470		*****	
09-9000	DRYWALL CEILINGS		1,905	SF	\$0.50	\$0	\$0	\$953	\$13,061	*****	
SUBTOTALS											
09-9899	FINISH ALLOWANCES									*****	
09-9899	LOBBY RENOVATION									*****	
09-9999	LOBBY RENOVATION									*****	
09-9999	RECEPTION DESK AT LOBBY		1	LS	\$13,550	\$0	\$0	\$13,550		*****	
			1	EA	\$10,000	\$0	\$0	\$10,000		*****	
SUBTOTALS										\$23,550	
TOTAL DIV IX											\$199,612
DIV XV - SPECIALTIES											
10-2100	TOILET PARTITIONS									*****	
10-2100	LOBBY RENOVATION									*****	
10-2100	TOILET PARTITIONS		6	EA	\$600	\$0	\$0	\$3,600	\$3,600	*****	
SUBTOTALS											
10-8000	TOILET ACCESSORIES									*****	
10-8000	PHASE I									*****	
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$200	\$0	\$0		*****	
10-8000	PHASE II									*****	
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$0	\$200	\$0		*****	
10-8000	LOBBY RENOVATION									*****	
10-8000	TOILET ACCESSORIES		2	EA	\$200	\$0	\$0	\$400	\$800	*****	
SUBTOTALS										\$800	
TOTAL DIV X											\$4,400
DIV XII - FURNISHINGS											
12-2000	FURNITURE									*****	
12-2000	MODULAR FURNITURE FURNISH / INSTALLATION		38	EA	\$4,500	\$85,500	\$85,500	\$0	\$171,000	*****	
SUBTOTALS										\$171,000	
TOTAL DIV XII											\$171,000
DIV XV - MECHANICAL											
15-3000	FIRE SPRINKLER									*****	
15-3000	PHASE I									*****	
15-3000	NEW FIRE SPRINKLER		4,774	SF	\$3.50	\$16,709	\$0	\$0	\$0	*****	
15-3000	PHASE II									*****	

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# FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I ADDITION 4,774 SF  
 PHASE II 2,890 SF  
 PHASE II ADDITION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
15-3000	NEW FIRE SPRINKLER		2,890	SF	\$3.50	\$10,115	\$0	\$0		.....
15-3000	PHASE II									.....
15-3000	NEW FIRE SPRINKLER		4,726	SF	\$3.50	\$0	\$16,541	\$0		.....
15-3000	PHASE II ADDITION									.....
15-3000	NEW FIRE SPRINKLER		180	SF	\$3.50	\$0	\$630	\$0		.....
15-3000	LOBBY RENOVATION									.....
15-3000	NEW FIRE SPRINKLER		2,705	SF	\$3.50	\$0	\$0	\$9,468	\$53,463	.....
15-4000	PLUMBING									.....
15-4000	PHASE I									.....
15-4000	NEW PLUMBING BATHROOMS		4,774	SF	\$4.00	\$19,096	\$0	\$0		.....
15-4000	PHASE II									.....
15-4000	NEW PLUMBING BATHROOMS		4,726	SF	\$4.00	\$0	\$18,904	\$0		.....
15-4000	LOBBY RENOVATION									.....
15-4000	NEW PLUMBING BATHROOMS		2,705	SF	\$5.00	\$0	\$0	\$13,525	\$51,525	.....
15-5000	MECHANICAL									.....
15-5000	PHASE I									.....
15-5000	NEW MECHANICAL		4,774	SF	\$12.00	\$57,288	\$0	\$0		.....
15-5000	PHASE I ADDITION									.....
15-5000	NEW MECHANICAL		2,890	SF	\$12.00	\$34,680	\$0	\$0		.....
15-5000	PHASE II									.....
15-5000	NEW MECHANICAL		4,726	SF	\$12.00	\$0	\$56,712	\$0		.....
15-5000	PHASE II ADDITION									.....
15-5000	NEW MECHANICAL		180	SF	\$12.00	\$0	\$2,160	\$0		.....
15-5000	LOBBY RENOVATION									.....
15-5000	NEW MECHANICAL		2,705	SF	\$12.00	\$0	\$0	\$32,460	\$183,300	.....
<b>SUBTOTALS</b>										<b>\$288,288</b>
<b>DIV XVI - ELECTRICAL</b>										
16-1000	ELECTRICAL									.....
16-1000	PHASE I									.....
16-1000	NEW LIGHTING AND POWER		4,774	SF	\$12.00	\$57,288	\$0	\$0		.....
16-1000	PHASE I ADDITION									.....
16-1000	NEW LIGHTING AND POWER		2,890	SF	\$12.00	\$34,680	\$0	\$0		.....
16-1000	PHASE II									.....
16-1000	NEW LIGHTING AND POWER		4,726	SF	\$12.00	\$0	\$56,712	\$0		.....
16-1000	PHASE II ADDITION									.....
<b>SUBTOTALS</b>										<b>\$183,300</b>
<b>TOTAL DIV XV</b>										<b>\$288,288</b>



# FOLGER-PRATT

PROJECT TYPE: EXPANSION PLAN  
 BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I ADDITION 2,890 SF  
 PHASE II ADDITION 190 SF  
 LOBBY RENOVATION 2,705 SF  
 TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
16-1000	NEW LIGHTING AND POWER		180	SF	\$12.00	\$0	\$2,160	\$0		****
16-1000	LOBBY RENOVATION					\$0	\$0	\$32,460	\$183,300	****
16-1000	NEW LIGHTING AND POWER		2,705	SF	\$12.00					****
<b>SUBTOTALS</b>										
<b>TOTAL DIV XVI</b>										
	5.00%	SUBTOTAL CONTINGENCY				\$722,647	\$515,012	\$334,193		\$1,571,852
	8.00%	SUBTOTAL GENERAL CONDITIONS				\$36,132	\$25,751	\$16,710		\$78,593
	0.33%	SUBTOTAL GENERAL LIABILITY				\$758,779	\$540,762	\$350,903		\$1,650,444
	5.00%	SUBTOTAL FEE				\$60,702	\$43,261	\$28,072		\$132,035
	0.93%	SUBTOTAL GC BOND				\$819,482	\$584,023	\$378,975		\$1,782,480
		BUDGET TOTAL				\$2,704	\$1,927	\$1,251		\$5,882
						\$822,186	\$585,950	\$380,226		\$1,788,362
						\$41,109	\$29,298	\$19,011		\$89,418
						\$863,295	\$615,248	\$399,237		\$1,877,780
						\$8,029	\$5,722	\$3,713		\$17,464
						\$871,324	\$620,970	\$402,950		\$1,895,244

PROJECT TYPE: New Constr  
 BUDGET: 07/27/12  
 PROJECT: NEW LEISURE WORLD BUILDING  
 GROUND FLOOR 14,000 SF  
 SECOND FLOOR 6,000 SF  
 TOTALS 20,000 SF

**FOULGER-PRATT**

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
<b>DIV II - DEMOLITION</b>									
02-0800	DEMOLITION (SEPARATE COST)								
02-0800	DEMO OF EXISTING OFFICE SPACE		12,210	SF	\$0	\$0	\$0	\$0.00	\$0.00
<b>SUBTOTALS</b>									
02-2000	<b>EARTHWORK</b>								
02-2000	ROUGH GRADE BUILDING PAD		1,333	SY	\$8	\$10,667		\$0.53	\$0.53
02-2000	FINE GRADE BUILDING PAD		1,333	SY	\$3	\$3,999		\$0.20	\$0.20
02-2000	BACKFILL BUILDING / CURBS		41	CY	\$8	\$336	\$15,002	\$0.02	\$0.75
<b>SUBTOTALS</b>									
02-2000	<b>UTILITIES</b>								
02-2000	WATER SERVICE - ALLOWANCE		1	LS	\$10,000	\$10,000		\$0.50	\$0.50
02-2000	SANITARY SERVICE - ALLOWANCE		1	LS	\$7,500	\$7,500		\$0.38	\$0.38
02-2000	STORMWATER SERVICE - ALLOWANCE		1	LS	\$7,500	\$7,500		\$0.38	\$1.25
<b>SUBTOTALS</b>									
02-5000	<b>SITE CONCRETE</b>								
02-5000	CURB & GUTTER		1,050	LF	\$12	\$12,600		\$0.63	\$0.63
02-5000	SITE SIDEWALKS		1,480	SF	\$5	\$7,400	\$20,000	\$0.37	\$1.00
<b>SUBTOTALS</b>									
02-9000	<b>LANDSCAPING</b>								
02-9000	LANDSCAPE		1	LS	\$15,000	\$15,000	\$15,000	\$0.75	\$0.75
<b>SUBTOTALS</b>							<b>\$15,000</b>		<b>\$0.75</b>
<b>TOTAL DIV II</b>							<b>\$75,002</b>		<b>\$3.75</b>
<b>DIV III - CONCRETE</b>									
03-3000	CONCRETE								
03-3000	CONCRETE FOOTINGS		14,000	SF	\$6.00	\$84,000		\$4.20	\$4.20
03-3000	SLAB ON GRADE		14,000	SF	\$4.50	\$63,000		\$3.16	\$3.16
03-3000	ELEVATED SLAB		6,000	SF	\$3.50	\$21,000		\$1.05	\$1.05
<b>SUBTOTALS</b>							<b>\$168,000</b>		<b>\$8.40</b>
<b>TOTAL DIV IV</b>							<b>\$168,000</b>		<b>\$8.40</b>
<b>DIV IV - MASONRY</b>									
04-2000	MASONRY								
04-2000	MASONRY SHAFTS		2,400	SF	\$8	\$19,200		\$0.96	\$0.96
04-2000	BUILDING FOUNDATIONS		1,100	SF	\$8	\$8,800		\$0.44	\$0.44
04-2000	PERIMETER BRICK VENEER		5,750	SF	\$22.00	\$126,500	\$154,500	\$8.33	\$8.33
<b>SUBTOTALS</b>							<b>\$154,500</b>		<b>\$7.73</b>
<b>TOTAL DIV IV</b>							<b>\$154,500</b>		<b>\$7.73</b>
<b>DIV V - MISC. METALS</b>									
05-1000	STRUCTURAL STEEL								
05-1000	STRUCTURAL STEEL FRAMING		20,000	SF	\$9	\$180,000		\$9.00	\$9.00

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**FOULGER-PRATT**

PROJECT TYPE: **New Constr**  
 BUDGET: 07/27/12

PROJECT: **NEW LEISURE WORLD BUILDING**  
 GROUND FLOOR 14,000 SF  
 SECOND FLOOR 6,000 SF  
 TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
15-5000	MISC STEEL					*****	\$180,000		\$9.00
15-1000	MISC STEEL - BASED ON BUILDING AREA		20,000	SF	\$1	\$20,000	*****	*****	\$1.00
	<b>SUBTOTALS</b>					*****	\$20,000		\$1.00
	<b>TOTAL DIV V</b>							\$200,000	\$10.00
16-1000	ROUGH CARPENTRY						*****	*****	\$0.75
16-1000	ROUGH CARP - BASED ON BUILDING AREA		20,000	SF	\$1	\$15,000	*****	*****	\$0.75
	<b>SUBTOTALS</b>					*****	\$15,000		
	<b>DIV VI - WOOD &amp; PLASTIC</b>								
16-4000	ARCHITECTURAL MILLWORK		4	EA	\$1,500	\$6,000	*****	*****	\$0.30
16-4000	BATHROOM VANITIES		1	LS	\$10,000	\$10,000	*****	*****	\$0.50
16-4000	MISC CARPENTRY					*****	\$16,000		\$0.80
	<b>SUBTOTALS</b>					*****	\$16,000		
	<b>TOTAL DIV VI</b>							\$31,000	\$1.55
	<b>DIV VII - THERMAL AND MOISTURE PROTECTION</b>								
17-5000	ROOFING		20,000	SF	\$11	\$220,000	*****	*****	\$11.00
17-5000	MEMBRANE ROOFING / TRIM		1	EA	\$750	\$750	*****	*****	\$0.04
17-5000	ELEVATOR PIT					*****	\$220,750		\$11.04
	<b>SUBTOTALS</b>					*****	\$220,750		
	<b>TOTAL DIV VII</b>							\$220,750	\$11.04
	<b>DIV VIII - DOORS &amp; WINDOWS</b>								
18-1000	DOORS AND FRAMES						*****	*****	\$0.56
18-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		15	EA	\$750	\$11,250	*****	*****	\$0.56
	<b>SUBTOTALS</b>					*****	\$11,250		
18-4000	GLASS & GLAZING						*****	*****	\$20.70
18-4000	BUILDING STOREFRONT		6,900	SF	\$60	\$414,000	*****	*****	\$1.50
18-4000	STOREFRONT ENTRY DOORS		10	EA	\$3,000	\$30,000	*****	*****	\$0.12
18-4000	VANITY MIRRORS		96	SF	\$25	\$2,400	*****	*****	\$22.32
	<b>SUBTOTALS</b>					*****	\$446,400		
	<b>TOTAL DIV VIII</b>							\$457,650	\$22.88
	<b>DIV IX - FINISHES</b>								
19-2500	DRYWALL						*****	*****	\$3.24
19-2500	PERIMETER WALLS		10,800	SF	\$6	\$64,800	*****	*****	\$1.20
19-2500	BUILDING CORE PARTITIONS		4,800	SF	\$5	\$24,000	*****	*****	\$1.38
19-2500	INTERIOR CEILING AREAS		10,000	SF	\$3	\$27,500	*****	*****	\$5.02
	<b>SUBTOTALS</b>					*****	\$116,300		
19-3000	CERAMIC TILE						*****	*****	\$0.10
19-3000	CERAMIC TILE FLOORING		400	SF	\$8	\$3,200	*****	*****	\$0.32
19-3000	CERAMIC WALL TILES		800	SF	\$8	\$6,400	*****	*****	

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**FOULGER-PRATT**

PROJECT TYPE: New Constr  
 BUDGET: 07/27/12

PROJECT: NEW LEISURE WORLD BUILDING  
 GROUND FLOOR 14,000 SF  
 SECOND FLOOR 6,000 SF  
 TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
<b>SUBTOTALS</b>									
19-6500	RESILIENT FLOORING AND CARPET						\$9,600		\$0.46
19-6500	NEW CARPET (SEE ALLOWANCES)		0	SY	\$0	\$0			\$0.00
<b>SUBTOTALS</b>									
19-9000	PAINTING								\$0.00
19-9000	PERIMETER WALLS		10,800	SF	\$0.50	\$5,400			\$0.27
19-9000	BUILDING CORE PARTITIONS		9,600	SF	\$0.50	\$4,800			\$0.24
19-9000	INTERIOR CEILING AREAS		10,000	SF	\$0.50	\$5,000			\$0.25
19-9000	INTERIOR DOORS		15	EA	\$50.00	\$750			\$0.04
<b>SUBTOTALS</b>									
19-9999	FINISH ALLOWANCES						\$15,950		\$0.80
19-9999	LEISURE WORLD OFFICE FIT-OUT		1	LS	\$580,000	\$580,000			\$29.00
19-9999	MAIN LOBBY FINISHES		1	LS	\$29,920	\$29,920			\$1.50
19-9999	POST OFFICE		1	LS	\$19,600	\$19,600			\$0.98
19-9999	REALTOR		1	LS	\$31,200	\$31,200			\$1.56
19-9999	BANK		1	LS	\$141,750	\$141,750			\$7.09
<b>SUBTOTALS</b>							\$802,470		\$40.12
<b>TOTAL DIV IX</b>								\$944,320	
<b>DIV XV - SPECIALTIES</b>									
10-2100	TOILET PARTITIONS								\$0.36
10-2100	TOILET PARTITIONS		12	EA	\$600	\$7,200			\$0.36
10-2100	STND TOILET PARTITIONS		4	EA	\$750	\$3,000			\$0.15
10-2100	HC TOILET PARTITIONS						\$10,200		\$0.51
<b>SUBTOTALS</b>									
10-8000	TOILET ACCESSORIES								\$0.15
10-8000	TOILET ACCESSORIES		4	EA	\$750	\$3,000			\$0.15
<b>SUBTOTALS</b>							\$3,000		\$0.15
<b>TOTAL DIV X</b>								\$13,200	
<b>DIV XII - FURNISHINGS</b>									
12-2000	FURNITURE								\$9.45
12-2000	MODULAR FURNITURE FURNISH / INSTALLATION		42	EA	\$4,500	\$189,000			\$9.45
<b>SUBTOTALS</b>							\$189,000		\$9.45
<b>TOTAL DIV XII</b>								\$189,000	
<b>DIV XV - MECHANICAL</b>									
15-3000	FIRE SPRINKLER								\$2.75
15-3000	BASE BUILDING SPRINKLER SYSTEM		20,000	SF	\$2.75	\$55,000			\$2.75
15-3000	ALLOW FOR FIRE PUMP		1	LS	\$20,000.00	\$20,000			\$1.00
<b>SUBTOTALS</b>									
15-4000	PLUMBING								\$3.75
15-4000	NEW PLUMBING - BASED ON BUILDING AREA		25	FIX	\$3,000.00	\$75,000			\$3.75





# FOULGER-PRATT

PROJECT TYPE: New Constr  
BUDGET: 07/27/12

PROJECT: NEW LEISURE WORLD BUILDING  
GROUND FLOOR 14,000 SF  
SECOND FLOOR 6,000 SF  
TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
15-5000	MECHANICAL					*****	\$75,000	*****	\$3.75
15-5000	NEW MECHANICAL - BASED ON BUILDING AREA		20,000	SF	\$9.00	\$180,000	*****	*****	\$9.00
	SUBTOTALS					*****	\$180,000	*****	\$9.00
TOTAL DIV XV							\$220,000	\$330,000	\$18.50
DIV XVI - ELECTRICAL									
16-1000	ELECTRICAL					*****	*****	*****	\$11.00
16-1000	NEW LIGHTING AND POWER - BASED ON BUILDING AREA		20,000	SF	\$11.00	\$220,000	*****	*****	\$11.00
	SUBTOTALS					*****	\$220,000	*****	\$11.00
TOTAL DIV XVI							\$220,000	\$220,000	\$11.00
5.00%	SUBTOTAL CONTINGENCY					\$3,003,422	\$3,003,422	\$3,003,422	\$150.17
						\$150,171	\$150,171	\$150,171	\$7.51
8.00%	SUBTOTAL GENERAL CONDITIONS					\$3,153,593	\$3,153,593	\$3,153,593	\$157.68
						\$252,287	\$252,287	\$252,287	\$12.61
0.33%	SUBTOTAL GENERAL LIABILITY					\$3,405,880	\$3,405,880	\$3,405,880	\$170.29
						\$11,239	\$11,239	\$11,239	\$0.56
5.00%	SUBTOTAL FEE					\$3,417,120	\$3,417,120	\$3,417,120	\$170.86
						\$170,856	\$170,856	\$170,856	\$8.54
0.93%	SUBTOTAL GC BOND					\$3,587,976	\$3,587,976	\$3,587,976	\$179.40
						\$33,368	\$33,368	\$33,368	\$1.67
BUDGET TOTAL						\$3,621,344	\$3,621,344	\$3,621,344	\$181.07

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Leisure World of Maryland Administration Building  
Comparison of Projects Costs

	Existing Footprint	Existing Footprint & Addition	New Building
<b>Site</b>			
Utilities	12,000	67,000	135,000
Landscape	5,000	10,000	20,000
<b>Construction</b>	1,650,000	2,050,000	3,825,000
<b>Design and Engineering</b>			
Architectural	175,000	282,000	317,000
Civil Engineering	25,000	90,000	140,000
Traffic Consultant		6,000	10,000
Soils Engineer		5,000	10,000
Landscape Architect		12,000	15,000
Interior Design	15,000	15,000	15,000
Blueprints & Reproductions	7,000	9,000	10,000
Acoustical Engineer	5,000	5,000	5,000
LEED Consultant	18,000	25,000	25,000
Miscellaneous	3,000	5,000	5,000
<b>Permit Fees</b>			
Water and Sewer	10,000	10,000	10,000
SDC (WSSC System Development Charge)	2,000	20,000	20,000
Development Review Fees		10,000	12,000
Demolition Permit		500	500
Transportation Impact Tax	500	40,000	40,000
Building Permit	16,500	22,000	37,000
Use and Occupancy	1,000	1,000	1,000
PS Water Resources		10,000	20,000
Fire Marshal	3,000	4,000	5,000
<b>Legal</b>		18,000	30,000
<b>Total Cost</b>	1,948,000	2,716,500	4,707,500
<b>Contingency</b>	292,200 15%	407,475 15%	470,750 10%
<b>Total</b>	2,240,200	3,123,975	5,178,250

*consultants*

*- 512464 BLDG.*

*605  
Combo of  
new & old  
more difficult*

*1) Physical unknowns  
2) Project Reviews by  
County*

ADMINISTRATION BUILDING RENOVATION OPTIONS

Option	Pros	Cons	Flexibility for Future Needs	Potential Disruption During Construction	Time Frame	Cost
RENOVATE WITHIN EXISTING FOOTPRINT	<ul style="list-style-type: none"> <li>•Lowest Cost</li> <li>•Shortest Time Schedule</li> </ul>	<ul style="list-style-type: none"> <li>•All functions housed in the existing building do not fit back into the footprint once standard work space is assigned to employees.</li> <li>•Plan excludes Weichert, 220 SF file/storage space, 689 SF meeting space, and future needs space</li> <li>•Loss of \$50,000 per year rental income from Weichert</li> <li>•Work flow is not optimized</li> <li>•Plan is doable but not desirable</li> <li>•Loss of 69 parking spaces during construction for temporary trailers</li> </ul>	<p>NO - There is no flex space to accommodate future needs.</p>	<p>HIGH - Temporary offsite accommodations needed to house staff and operations affected by renovation. Temporary quarters may be trailers in the administration parking lot and/or finding space in other community facilities.</p>	<ul style="list-style-type: none"> <li>•17 months</li> <li>•8 mos. drawings/permits/bidding</li> <li>•8 mos. construction</li> </ul>	<p>Approximately \$2.3M</p>
BUILD 3,300 SF ADDITION	<ul style="list-style-type: none"> <li>•Accommodates all functions housed in the existing building</li> <li>•Work flow is optimized</li> <li>•Opportunity at marginal cost to include improved, state of the art meeting space</li> </ul>	<ul style="list-style-type: none"> <li>•Increased costs</li> <li>•Changing the architectural form and exterior appearance of the building</li> <li>•Longer construction time schedule</li> <li>•Loss of 69 parking spaces during construction for temporary trailers</li> </ul>	<p>YES - Approximately 1,000 SF available for future needs. This space can potentially provide rental income until needed.</p>	<p>HIGH - Temporary offsite accommodations needed to house staff and operations affected by renovation. Temporary quarters may be trailers in the administration parking lot and/or finding space in other community facilities.</p>	<ul style="list-style-type: none"> <li>•20 months</li> <li>•10 mos. zoning approval/drawings/permits/bidding</li> <li>•10 mos. construction</li> </ul>	<p>Approximately \$3.2M</p>
BUILD NEW BUILDING IN A DIFFERENT LOCATION	<ul style="list-style-type: none"> <li>•All functions housed in the existing building could be accommodated</li> <li>•Custom facility to optimize operations and services</li> <li>•Less maintenance associated with all new construction</li> <li>•Parking demand more evenly distributed throughout the parking lot</li> <li>•Re-configured parking lot creates 92 parking spaces closer to Clubhouse 1</li> <li>•Operations and services remain undisturbed until construction is complete</li> <li>•New building and more accessible access to CHI better markets the community</li> </ul>	<ul style="list-style-type: none"> <li>•Highest costs</li> <li>•Longest times schedule</li> <li>•Loss of 129 parking spaces during construction for new building and temporary construction staging.</li> <li>•Delay of other projects due to cash flow limitations</li> </ul>	<p>YES - Future needs space could be designed as needed.</p>	<p>LOW - Staff and operations are undisturbed and move only once when construction is complete</p>	<ul style="list-style-type: none"> <li>•27 months</li> <li>•15 mos. zoning approval/drawings/permits/bidding</li> <li>•12 mos. construction</li> <li>•Construction may need to be extended due to cash flow limitations</li> </ul>	<p>Approximately \$5.2M which includes the conversion of the current admin building site into parking spaces</p>

ADMINISTRATION BUILDING - EXISTING FOOTPRINT OPTION \$2.3M  
CASH FLOW ESTIMATE  
2012 - 2019

Priority Rank	Est. Project Cost	2012		2013		2014		2015		2016		2017		2018		2019	
		1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half
	Opening Balance Resales Fund	2,500.0															
	Opening Balance New Sales Fund	132.7															
	Earmarked for Working Cap.	(350.0)															
	Est. Opening Bal. Available	2,282.7	2,542.7	2,452.7	2,917.7	1,277.7	957.7	1,187.7	957.7	457.7	507.7	632.7	852.7	1,352.7	1,852.7	2,352.7	2,852.7
	Est. Resales Revenue	450.0	450.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0
	Transf. to Replacement Res.	(165.0)															
	Est. New Sales Revenue	150.0	150.0	100.0	100.0	40.0											
	Concept/Feasibility Studies	100.0	(75.0)	(25.0)													
	Admin Bldg.	2,300.0	(200.0)	(100.0)	(1,700.0)	(300.0)											
	Golf Course Study	25.0	(25)														
	Stein Room Renovation	80.0	(80.0)														
	Fitness Center Expansion	1,200.0		(50.0)	(200.0)	(100.0)	(250.0)	(600.0)									
	Terrace Room Remodeling	2	90.0		(90.0)												
	Terrace Room Vestibule	3	95.0		(25.0)	(70.0)											
	Golf Course Improvement	4	1,350.0		(150.0)	(400.0)	(400.0)										
	Salt Storage Shed	5	80.0		(20.0)	(60.0)											
	Clubhouse 1 Vestibule Improvement	6	5.0		(5.0)												
	Visitor Center	7	200.0				(20.0)	(130.0)	(50.0)								
	Adds by Management																
	PPD Customer Service Renovation	50.0		(50.0)													
	Club 1 Storage (Ceramics Ok)	15.0		(15.0)													
	Maryland Room Renovation	200.0			(200.0)												
	Ballroom Renovation	500.0															
	Chesapeake Room Renovation	300.0															
	Renovation to Fitness Center (old)	75.0															
	Expansion of Computer Lab	80.0															
	Art Room - Club 1	75.0															
	Café Bistro/Atchb Purpose	125.0															
	Est. Closing Bal. Available	6,955.0	2,542.7	2,452.7	2,917.7	1,277.7	957.7	1,187.7	957.7	457.7	507.7	632.7	852.7	1,352.7	1,852.7	2,352.7	2,852.7

Proposed  
NOT  
APPROVED

1) All amounts are in thousands of dollars.  
2) Resales Fund is loan source to LWMC in an amount not to exceed \$500,000 for working capital. Present loan balance \$350,000.  
3) Resales contributions estimated at \$1,000,000 per year beginning in 2013.

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ADMINISTRATION BUILDING - EXISTING FOOTPRINT and ADDITION OPTION \$3.2M  
CASH FLOW ESTIMATE  
2012 - 2019

Priority Rank	Est. Project Cost	2012		2013		2014		2015		2016		2017		2018		2019	
		1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half
		2,500.0															
	Opening Balance Resales Fund	132.7															
	Earmarked for Working Cap.	(150.0)															
	Est. Opening Bal. Available	2,282.7		2,452.7	2,717.7	1,127.7	257.7	537.7	507.7	257.7	107.7	507.7	232.7	452.7	952.7	1,452.7	1,952.7
	Est. Resales Revenue	450.0		500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0
	Transf. to Replacement Res.			(165.0)													
	Est. New Sales Revenue			150.0	100.0	40.0											
	Concept/Feasibility Studies	100.0	(75.0)	(25.0)													
	Admin Bldg:	3,200.0	(200.0)	(300.0)	(1,700.0)	(1,000.0)											
	Golf Course Study	25.0	(25)														
	Stein Room Renovation	90.0	(90)														
1	Fitness Center Expansion	1,200.0				(50.0)	(200.0)	(100.0)	(250.0)	(600.0)							
2	Terrace Room Remodeling	90.0				(90.0)											
3	Terrace Room Vestibule	95.0		(25.0)		(70.0)											
4	Golf Course Improvement	1,350.0		(150.0)		(400.0)	(400.0)		(400.0)								
5	Salt Storage Shed	80.0				(80.0)											
6	Clubhouse 1 Vestibule Improvement	5.0		(5.0)													
7	Visitor Center	200.0				(20.0)	(20.0)	(130.0)	(50.0)								
	Adds by Management:																
	PPD Customer Service Renovation	50.0		(50.0)													
	Club 1 Storage (Ceramics Old)	15.0		(15.0)													
	Maryland Room Renovation	200.0															
	Ballroom Renovation	500.0				(200.0)											
	Chesapeake Room Renovation	300.0															
	Renovation to Fitness Center (old)	75.0															
	Expansion of Computer Lab	80.0															
	Art Room - Club 1	75.0															
	Cafe Bistrot/Multi Purpose	125.0															
	Est. Closing Bal. Available	7,855.0	2,542.7	2,452.7	2,717.7	1,127.7	257.7	537.7	507.7	257.7	107.7	507.7	232.7	452.7	952.7	1,452.7	1,952.7

(1) All amounts are in thousands of dollars.

(2) Resales Fund to loan source to LYMC in an amount not to exceed \$500,000 for working capital. Present loan balance \$350,000.

(3) Resales contributions eliminated at \$1,000,000 per year beginning in 2013.

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ADMINISTRATION BUILDING - NEW BUILDING OPTION \$6.2M  
CASH FLOW ESTIMATE  
2012 - 2019

Priority Rank	Project	Est. Cost	2012		2013		2014		2015		2016		2017		2018		2019		
			1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	
	Opening Balance Resales Fund		2,500.0																
	Opening Balance New Sales Fund		132.7																
	Carried over Working Cap.		(350.0)																
	Est. Opening Bal. Available		2,282.7	2,542.7	2,552.7	2,902.7	3,202.7	1,542.7	42.7	127.7	92.7	322.7	322.7	572.7	52.7	82.7	377.7	352.7	
	Est. Resales Revenue		450.0	450.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	
	Transf. to Replacement Res.		(165.0)																
	Est. New Sales Revenue				150.0	100.0	40.0												
	Concept/Feasibility Studies	100.0	(75.0)	(25.0)															
	Admin Bldg.	5,200.0		(100.0)	(300.0)	(350.0)	(2,000.0)	(2,000.0)	(300.0)										
	Golf Course Study	25.0		(25)															
	Stain Room Renovation	90.0		(90.0)															
	Fitness Center Expansion	1,200.0																	
	Terrace Room Remodeling	2	90.0							(50.0)	(200.0)	(100.0)	(250.0)	(600.0)					
	Terrace Room Vestibule	3	95.0							(25.0)	(70.0)								
	Golf Course Improvement	4	1,350.0							(400.0)									
	Salt Storage Shed	5	80.0							(20.0)	(60.0)								
	Clubhouse 1 Vestibule Improvement	6	5.0							(5.0)									
	Visitor Center	7	200.0											(20.0)	(130.0)	(50.0)			
	Adds by Management:																		
	PPD Customer Service Renovation		50.0												(50.0)				
	Club 1 Storage (Ceramics Old)		15.0												(15.0)				
	Maryland Room Renovation		200.0												(200.0)				
	Ballroom Renovation		500.0																
	Chesapeake Room Renovation		300.0																
	Renovation to Fitness Center (old)		75.0																
	Expansion of Computer Lab		80.0																
	Art Room - Club 1		75.0																
	Café Bistro/Multi Purpose		125.0																
	Est. Closing Bal. Available		9,855.0	2,542.7	2,552.7	2,902.7	3,202.7	1,542.7	42.7	127.7	92.7	322.7	322.7	572.7	52.7	82.7	377.7	352.7	452.7

(1) All amounts are in thousands of dollars.

(2) Resales Fund is loan source to LWMC in an amount not to exceed \$500,000 for working capital. Present loan balance \$350,000.

(3) Resales contributions estimated at \$1,000,000 per year beginning in 2013.

Date: 2/4/2015 11:31:41 AM

## Vendor History List

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Vendor: 100079

A. R. MEYERS + ASSOCIATES  
 ARCHITECTS, INC. AIA  
 5720 GEORGIA AVE, SUITE #503  
 SILVER SPRING, MD 20910

Volume Last Year:

Volume YTD: \$128,531.84

Balance: \$0.00

Date	Invoice	Transaction Description	Account	Billed	Paid	Balance	Due Date
10/25/2011	3722	PROGRAMMING PHASE I	0001-0900-1197-0004	\$4,765.00		\$4,765.00	10/25/2011
11/16/2011	3722	Disbursement Check	Check 0082488		(\$4,765.00)	\$0.00	10/25/2011
12/21/2011	3741	PROGRAM PHASE	0001-0900-1197-0004	\$3,323.13		\$3,323.13	12/21/2011
1/17/2012	3741	Disbursement Check	Check 0083457		(\$3,323.13)	\$0.00	12/21/2011
12/21/2011	3742	LW WELCOME CTR	0001-0430-6555-4301	\$3,203.63		\$3,203.63	12/21/2011
1/17/2012	3742	Disbursement Check	Check 0093457		(\$3,203.63)	\$0.00	12/21/2011
12/21/2011	3743	STIEN RM	0001-0430-6555-4301	\$9,754.00		\$9,754.00	12/21/2011
1/17/2012	3743	Disbursement Check	Check 0093457		(\$9,754.00)	\$0.00	12/21/2011
12/21/2011	3750	LW AIR CURTIN	0001-0430-6555-4301	\$353.25		\$353.25	12/21/2011
1/17/2012	3750	Disbursement Check	Check 0093457		(\$353.25)	\$0.00	12/21/2011
12/21/2011	3753	LW FITNESS CTR	0001-0430-6555-4301	\$4,792.25		\$4,792.25	12/21/2011
1/17/2012	3753	Disbursement Check	Check 0093457		(\$4,792.25)	\$0.00	12/21/2011
12/21/2011	3754	SALT SHED	0001-0430-6555-4301	\$682.25		\$682.25	12/21/2011
1/17/2012	3754	Disbursement Check	Check 0093457		(\$682.25)	\$0.00	12/21/2011
12/21/2011	3755	REST.	0001-0430-6555-4301	\$547.75		\$547.75	12/21/2011
1/17/2012	3755	Disbursement Check	Check 0093457		(\$547.75)	\$0.00	12/21/2011
12/21/2011	3751-REV	ARCH.SERV	0001-0900-1197-0004	\$5,811.28		\$5,811.28	12/21/2011
2/06/2012	3751-REV	Disbursement Check	Check 0083776		(\$5,811.28)	\$0.00	12/21/2011
3/15/2012	3774	STEIN ROOM	0001-0900-1197-0011	\$267.78		\$267.78	3/15/2012
6/28/2012	3774	Disbursement Check	Check 0095795		(\$267.78)	\$0.00	3/15/2012
3/16/2012	3781	Adm renovation	0001-0900-1197-0004	\$17,888.11		\$17,888.11	3/16/2012
6/27/2012	3781	Disbursement Check	Check 0095778		(\$17,888.11)	\$0.00	3/16/2012
3/16/2012	3777	STEIN ROOM	0001-0900-1197-0011	\$910.00		\$910.00	3/16/2012
6/28/2012	3777	Disbursement Check	Check 0095795		(\$910.00)	\$0.00	3/16/2012
3/16/2012	3778	STEIN ROOM	0001-0900-1197-0011	\$11,160.00		\$11,160.00	3/16/2012
6/28/2012	3778	Disbursement Check	Check 0095795		(\$11,160.00)	\$0.00	3/16/2012
3/16/2012	3779	CONSULTING FEE	0001-0900-1197-0004	\$900.00		\$900.00	3/16/2012
6/28/2012	3779	Disbursement Check	Check 0095795		(\$900.00)	\$0.00	3/16/2012
3/16/2012	3780	CONSULTING FEE	0001-0900-1197-0004	\$2,092.75		\$2,092.75	3/16/2012
6/28/2012	3780	Disbursement Check	Check 0095795		(\$2,092.75)	\$0.00	3/16/2012
4/30/2012	3800	ADM BLDG	0001-0900-1197-0004	\$471.00		\$471.00	4/30/2012
5/24/2012	3800	Disbursement Check	Check 0085328		(\$471.00)	\$0.00	4/30/2012
4/30/2012	3801	ADM BLDG	0001-0900-1197-0004	\$1,627.75		\$1,627.75	4/30/2012

Date: 04/2015 11:31:41 AM

## Vendor History List

Page: 2

Vendor: 100079

A. R. MEYERS & ASSOCIATES  
ARCHITECTS, INC. AIA  
8720 GEORGIA AVE, SUITE #603  
SILVER SPRING, MD 20910

Volume Last Year:

Volume YTD: \$128,551.04

Balance: \$0.00

Date	Invoice	Transaction Description	Account	Billed	Paid	Balance	Due Date
5/24/2012	3801	Disbursement Check	Check 0065326		(\$1,627.75)	\$0.00	4/30/2012
5/31/2012	3812	ADM BLDG. RENOVATION	0001-0900-1197-0004	\$4,727.50		\$4,727.50	5/31/2012
6/27/2012	3817	Disbursement Check	Check 0095778		(\$4,727.50)	\$0.00	5/31/2012
5/31/2012	3818	ADM BLDG RENOVATION	0001-0900-1197-0004	\$122.12		\$122.12	5/31/2012
6/27/2012	3818	Disbursement Check	Check 0095778		(\$122.12)	\$0.00	5/31/2012
6/25/2012	3822	ADM RENOVATION	0001-0900-1197-0004	\$3,897.75		\$3,897.75	6/25/2012
7/20/2012	3822	Disbursement Check	Check 0098110		(\$3,897.75)	\$0.00	6/25/2012
7/23/2012	3830	ADM RENOVATION	0001-0900-1197-0004	\$5,159.77		\$5,159.77	7/23/2012
8/09/2012	3830	Disbursement Check	Check 0096359		(\$5,159.77)	\$0.00	7/23/2012
7/23/2012	3831	ADM RENOVATION	0001-0900-1197-0004	\$413.43		\$413.43	7/23/2012
8/09/2012	3831	Disbursement Check	Check 0096359		(\$413.43)	\$0.00	7/23/2012
7/23/2012	3832	ADM RENOVATION	0001-0900-1197-0004	\$12.19		\$12.19	7/23/2012
8/09/2012	3832	Disbursement Check	Check 0096359		(\$12.19)	\$0.00	7/23/2012
8/24/2012	3840	ADM. RENOVATION	0001-0900-1197-0004	\$18,159.27		\$18,159.27	8/24/2012
9/10/2012	3840	Disbursement Check	Check 0096810		(\$18,159.27)	\$0.00	8/24/2012
9/19/2012	3850	PHOTOCOPIING	0001-0900-1197-0004	\$79.10		\$79.10	9/19/2012
10/04/2012	3850	Disbursement Check	Check 0097175		(\$79.10)	\$0.00	9/19/2012
11/12/2012	3877	ADM. BLDG	0001-0900-1197-0004	\$1,027.26		\$1,027.26	11/12/2012
1/03/2013	3877	Disbursement Check	Check 0098433		(\$1,027.26)	\$0.00	11/12/2012
11/12/2012	3878	PPD STORAGE	0001-0900-1197-0007	\$314.00		\$314.00	11/12/2012
1/03/2013	3878	Disbursement Check	Check 0098433		(\$314.00)	\$0.00	11/12/2012
11/12/2012	3879	STIEN ROOM RENOVATIO	0001-0900-1197-0011	\$39.25		\$39.25	11/12/2012
1/03/2013	3879	Disbursement Check	Check 0098433		(\$39.25)	\$0.00	11/12/2012
3/21/2013	3922	CLUB II FITNESS	0001-0900-1197-0024	\$3,668.65		\$3,668.65	3/22/2013
4/19/2013	3922	Disbursement Check	Check 0099846		(\$3,668.65)	\$0.00	3/22/2013
3/22/2013	3923	PPD STORAGE BLDG	0001-0900-1197-0007	\$944.50		\$944.50	3/22/2013
4/19/2013	3923	Disbursement Check	Check 0099846		(\$944.50)	\$0.00	3/22/2013
3/22/2013	3924	RESTAURANT	0001-0900-1197-0025	\$3,000.00		\$3,000.00	3/22/2013
4/19/2013	3924	Disbursement Check	Check 0099846		(\$3,000.00)	\$0.00	3/22/2013
3/22/2013	3925	PPD SPACE PLAN	0001-0900-1197-0028	\$2,918.00		\$2,918.00	3/22/2013
4/19/2013	3925	Disbursement Check	Check 0099846		(\$2,918.00)	\$0.00	3/22/2013
5/21/2013	3952	FITNESS CTR	0001-0900-1197-0024	\$1,373.75		\$1,373.75	5/21/2013
7/16/2013	3952	Disbursement Check	Check 0100875		(\$1,373.75)	\$0.00	5/21/2013



Date: 2/4/2015 11:31:41 AM

Page: 3

## Vendor History List

Vendor: 100079

A. R. MEYERS + ASSOCIATES  
 ARCHITECTS, INC. AIA  
 8720 GEORGIA AVE, SUITE #503  
 SILVER SPRING, MD 20910

Volume Last Year:

Volume YTD: \$128,551.04

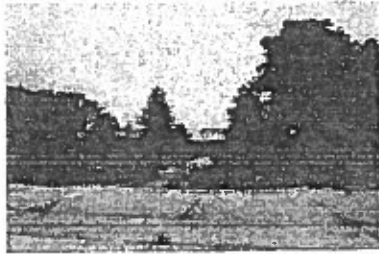
Balance: \$0.00

Date	Invoice	Transaction Description	Account	Billed	Paid	Balance	Due Date
5/21/2013	3953	FITNESS CTR	0001-0900-1197-0024	\$5,604.40		\$5,604.40	5/21/2013
7/16/2013	3953	Disbursement Check	Check 0100875		(\$5,604.40)	\$0.00	5/21/2013
5/21/2013	3954	RESTAURANT	0001-0900-1197-0025	\$1,353.00		\$1,353.00	5/21/2013
7/16/2013	3954	Disbursement Check	Check 0100875		(\$1,353.00)	\$0.00	5/21/2013
5/21/2013	3955	RESTAURANT	0001-0900-1197-0025	\$942.00		\$942.00	5/21/2013
7/16/2013	3955	Disbursement Check	Check 0100875		(\$942.00)	\$0.00	5/21/2013
7/17/2013	3987	CH2 FITNESS	0001-0900-1197-0024	\$375.75		\$375.75	7/17/2013
8/22/2013	3987	Disbursement Check	Check 0101340		(\$375.75)	\$0.00	7/17/2013
7/17/2013	3988	RESTAURANT	0001-0900-1197-0025	\$1,663.80		\$1,663.80	7/17/2013
8/22/2013	3988	Disbursement Check	Check 0101340		(\$1,663.80)	\$0.00	7/17/2013
7/17/2013	3989	RESTAURANT	0001-0900-1197-0025	\$2,762.28		\$2,762.28	7/17/2013
8/22/2013	3989	Disbursement Check	Check 0101340		(\$2,762.28)	\$0.00	7/17/2013
7/17/2013	3990	PPD STORAGE BLDG	0001-0900-1197-0007	\$1,443.36		\$1,443.36	7/17/2013
8/22/2013	3990	Disbursement Check	Check 0101340		(\$1,443.36)	\$0.00	7/17/2013
			<b>Totals:</b>	<b>\$128,551.04</b>	<b>(\$128,551.04)</b>		

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Saturday, February 10, 2018 3:15 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization;  
members@townmeetingorganization.com; LW Green  
**Cc:** thomas fisher; bruce macdonald; robert namovicz  
**Subject:** Interplan 2005: LW Admin. Bldg Analysis & Proposal for Building Renovation



Administration Building

### 2005 - Master Planning

#### Staff Programming and Building Code Analysis

- Interplan interviewed department heads within the Administration Building and documented a five-year plan for departmental growth and space needs.
- Existing building conditions were analyzed to determine if building egress and/or toilet rooms would require renovation as a result of interior building renovations.
- Concept plans were developed to suggest how the staffing needs could be re-organized within the building to accommodate projected space needs.
- The study determined that a building Addition would not be required.
- A preliminary construction estimate was developed for LWMC's short- and long-term budget planning.

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17 June

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## Table of Contents

### Programming

- Report Summary
- Departmental Space Needs Analyses
- Space Requirement Program Summary
- Department Interrelationship Chart
- Existing Building Floor Plan - Department Key

### Building Code Analysis

- Building Code Analysis of Occupancies
- Bldg Code Analysis of Lengths of Travel
- Bldg Code Analysis of Plumbing Fixture Requirements

### Proposed Renovation Concept

- Proposed Building Renovation Floor Plan
- Proposed Building Renovation Floor Plan - Dept. Key
- Preliminary Cost Estimate for Proposed Renovation

LWMC Administration Building  
Programming Report  
17 June 2005

LWM  
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17 Jun

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Interplan has now completed our Programming and Analysis work for this building. Please find attached, for your review, program summary sheets for each department, small-scale plans of the Existing Building Floor Plan, building code analytical plans, as well as the Proposed Renovation Concept Floor Plan and a corresponding preliminary cost estimate. Following herein I have summarized the spatial and functional requirements for each department within the Administration facility.

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Summary of Program Analysis Findings, by Department:

The Administration functions for Leisure World are organized within six (6) departments:

- Corporate/Executive (under the direction of the General Manager)
- Accounting (under the direction of the Comptroller)
- Administration/Management (under the direction of the Assistant General Manager for Mutual Operations)
- MIS/Data Processing (under the direction of the MIS Director)
- Human Resources & Post Office (under the direction of the HR Director)
- Security (under the direction of the Security Director)

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Corporate/Executive:

This department is located in the West Wing of the building and currently houses eight (8) staff positions. The staff within the Corporate/Executive department is relatively stable, in terms of projected growth. However, the organization of staff within the space provided is not ideal. Also, the general manager would like to see the Deputy General Manager housed within the Administration Building. Currently the Deputy General Manager's office is in the Physical Properties Building on the north side of the community. The corporate secretary sits in an area that is nothing more than a wide corridor. The general manager's office is not large enough to allow for small conferences. There is no conference room for meetings of four to six persons, which happens regularly. A vacant office is currently used for this purpose but it is not furnished appropriately.

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Certain functions within the department deal directly with the LW community. The Receptionist for the building works under this department, and is located just as one enters the door into the West Wing from the Lobby. The receptionist handles several functions, including the issuance of parking passes for residents and their guests. Also, Board Secretaries within this department interact daily with residents on the various community boards. This interaction with the public can cause disruption to the staff due to the lack of spatial separation and existing corridor configuration. In general the area that houses the corporate/executive staff is not conducive to good work practices. The layout of several small offices and few windows creates an unappealing environment and requires much circulation of staff in order to interact with each other.

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The Boardroom is located in the West Wing. The size and location of this room works well and should therefore remain as is, along with the adjacent Pantry.

File/storage space for the Executive department is shared with Accounting and Administration. Most files are located within two file rooms. However, there is not consistent organization of the files. There is a desire and intent on the part of all departments to consolidate paper files onto computer discs, thereby reducing future space needs.

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Equipment for this department is shared with Accounting.

LWMC Administration Building  
Programming Report  
17 June 2005

LWMC A  
Program  
17 June

The files for this department are scattered throughout the building, in both wings. As stated above, there is a desire and intent on the part of all departments to consolidate paper files onto computer discs, thereby reducing future space needs.

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MIS/Data Processing:

This department is located in the West Wing of the building and currently houses four (4) staff positions. The space the department occupies is interior within the wing of the building and backs up to the Boardroom. No natural light enters the spaces. The rooms are arranged such that one walks from an interior corridor into one office, through which one walks into the Data Processing area, through which one walks into the MIS Director's office. The server equipment for the Administration departments' computer systems is located within the office space. This department is considered well-staffed for now and the future.

Security

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As is common with MIS departments in most organizations, this department feels closely aligned with the Accounting Department, and is in fact adjacent to Accounting's spaces. Given the wiring complexities associated with the location of the servers and how they connect to systems within the building it is advisable, until other factors outweigh it, to maintain the MIS department location within the building as is, thereby not incurring costs to relocate and rewire the computer network systems. This department did not identify any additional space needs.

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Human Resources:

This department is located in the East Wing of building and currently houses four (4) staff positions. These H.R. positions are considered adequate, with no projected future staff growth. The location of the HR department is not ideal; one must walk through other departments in order to arrive at the HR department. This department is housed in one very large room and uses file cabinets to separate the workstations. Several of the files within the department do not belong to HR.

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Ideally the HR department should have their own suite of rooms to allow for the privacy required by this department, in terms of confidential conversations as well as confidential records. Overall, this department does not use their space very efficiently. As with other departments within the building, they have grown into the space they have been provided. With the need to interact with prospective employees of LWMC this department should have easy access to a small conference room, or the HR Director's office should be large enough to contain a table and three chairs. A reception area within this department would be helpful.

Human Resources requires a lockable file room for their personnel files. A high-density filing system would serve this department well. As with other departments there is the intention to consolidate paper files onto computer discs, thereby reducing future space needs.

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Post Office:

The Post Office staff is managed by the HR Director. Currently there is one full-time post officer and two part-time clerks who split the duties of one person. The "post office" room is considered adequate in size. It is located directly off the building's Lobby, with a window counter accessible within the Lobby. Given the need by the community to access the post office easily its current location and countertop arrangement work well. However, the possibility of moving the post office into the planter area of the Lobby is worth considering. The planter, while a nice feature of the lobby, is a large enough area to accommodate the Post Office and would continue to provide easy access to the community. Relocation of the Post Office would create a space to house those Administration

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LWMC - ADMINISTRATION/MANAGEMENT Department

Type of work space			
<b>Deputy General Manager</b> Conchita Hurdzinski	Private Office	(14' x 12')	175 sf
<b>Board Secretary</b> Karen Kodjanian	Private Office?	(12' x 10')	125 sf
<b>Mutual Secretary</b> Jessie Masolita	Workstation	(7' x 8')	60 sf
<b>Mutual Secretary</b> Renee Stewart	Workstation	(7' x 8')	60 sf
<b>Mutual Secretary</b> Sharon Sheriff	Workstation	(7' x 8')	60 sf
<b>Montgomery Mutual Secretary</b>	Workstation	(7' x 8')	60 sf
<b>Montgomery Mutual Secretary</b>	Workstation	(7' x 8')	60 sf
<b>Montgomery Mutual Secretary</b>	Workstation	(7' x 8')	60 sf
<b>Montgomery Mutual Accountant</b>	Workstation	(7' x 8')	60 sf
<b>Property Resales</b>	Workstation	(7' x 8')	60 sf
<b>Property Resales</b>	Workstation	(7' x 8')	60 sf
<b>Property Resales</b>	Workstation	(7' x 8')	60 sf

Projected Administration/Management Space Needs					
Deputy General Manager	175	x	1	=	175 sf
Board Secretary	125	x	1	=	125 sf
Mutual Secretaries	60	x	3	=	180 sf
Montgomery Mutual Staff	60	x	4	=	240 sf
Property Resales	60	x	3	=	180 sf
Files / Storage Space				=	200 sf
Copy/Printer Station				=	150 sf
Net floor area:					1250 sf
Net Suite area:					1562.5 sf
Total Project Staff:			12		
Average sq. footage / person:	130.21				

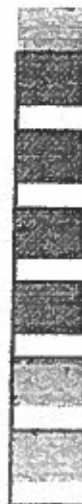
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LWMC - MIS Department

Position	Type of work space	Size of space
MIS Director <i>Keith Jones</i>	Private Office (12' x 14')	170 sf
Data Processor <i>Jamie McDenal</i>	Workstation (7' x 8')	60 sf
Data Processor <i>Eric Schultz</i>	Workstation (7' x 8')	60 sf
Data Processor <i>Mike Johnson</i>	Workstation (7' x 8')	60 sf

Department Director	170	x	1	=	170 sf
Data Processor	60	x	3	=	180 sf
Future Staff	60	x	0	=	0 sf
Storage Space				=	25 sf
Copy/Printer Areas				=	25 sf
Net floor area:					400 sf
Net Suite area:					500 sf
Total Project Staff:			4		
Average sq. footage / person	125				



Department
H.R. Assi
H.R. Staff
Copy/Print
File Room
Average

Post Office
P.O. Clerk
Machine &
Mail Storage
Average

15

LWMC - SECURITY Department

Position	Type of work space	Size of space
Security Director <b>Richard Schultz</b>	Private Office (14' x 12')	175 sf
Security Manager <b>Tim Naugle</b>	Private Office (12' x 10')	125 sf

Projected Information Data Processing Space Needs					
Department Director	175	x	1	=	175 sf
Department Manager	125	x	1	=	125 sf
Future Staff	60	x	0	=	0 sf
Storage Space				=	25 sf
Copy/Printer Areas				=	25 sf
Net floor area:					350 sf
Net Suite area:					438 sf
Total Project Staff:			2		
Average sq. footage / person:	218.75				

Department  
 Corporate  
 Admin /  
 Account  
 Human  
 Post Off  
 MIS Dep  
 Security

Name: LWMC Administration Bldg.

Interplan Incorporated  
Project No. 2486  
Date: 6 Jun 2005

Name: Leisur

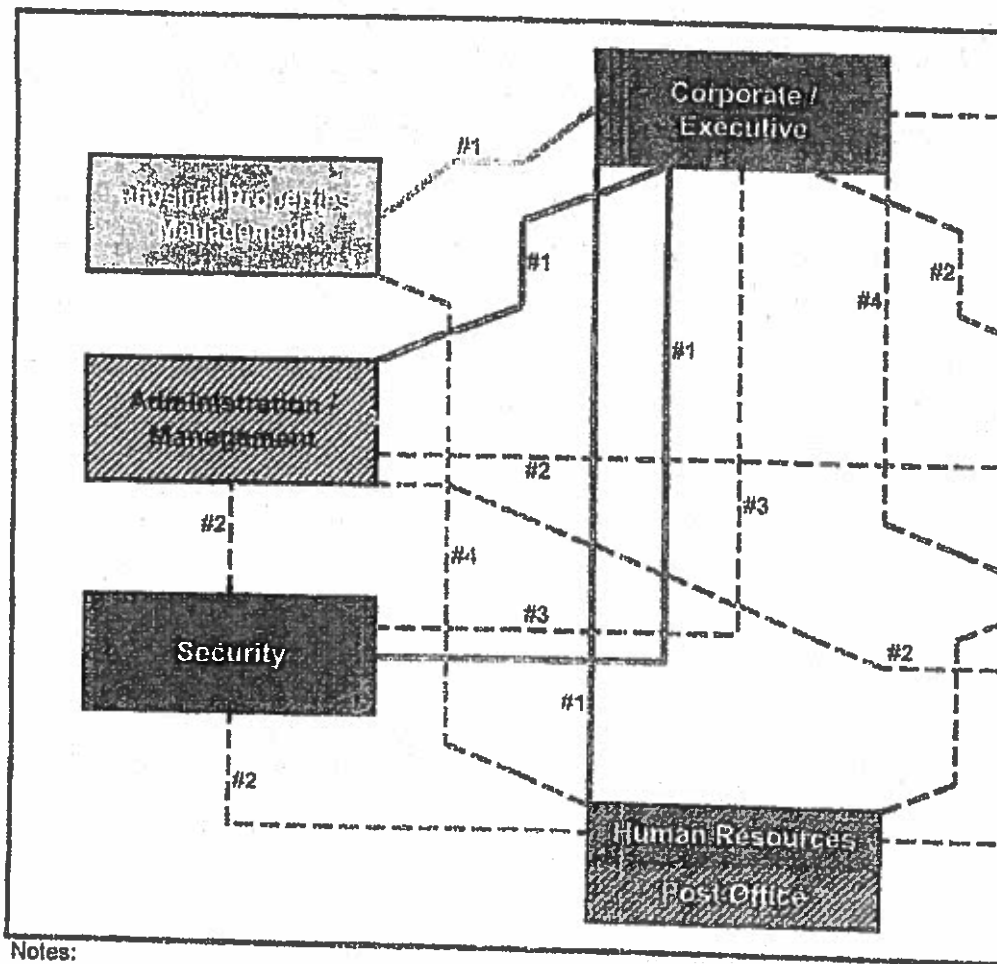
Space Requirement Program

SPACE STANDARDS					
Std.	STAFF	Office Type	Dimension	Area sq. ft.	Subtotals
A	General Manager	P.O.	14' x 12'	175	
	Deputy Gen. Mgr. - PP	P.O.	14' x 12'	175	
	Deputy Gen. Mgr. - Admin	P.O.	14' x 12'	175	
	Comptroller	P.O.	14' x 12'	175	
					4 700
B	HR Director	P.O.	12' x 14'	175	
	Security Director	P.O.	12' x 14'	175	
	MIS Director	P.O.	12' x 14'	175	
					3 525
C	Security Manager	P.O.	12' x 10'	120	
	Accountant Manager	P.O.	12' x 10'	120	
					2 240
D	HR Assistant	W.S.	8' x 10'	80	
	Corporate Secretary (Clarise)	W.S.	8' x 10'	80	
	Trust Secretary (Gloria)	W.S.	8' x 10'	80	
	Board Secretary (Karen)	W.S.	8' x 10'	80	
					4 320
E	HR Assistants/Clerks	W.S.	7' x 8'	60	2 120
	Post Office Clerks	W.S.	7' x 8'	60	2 120
	Corp Assistants / Clerks	W.S.	7' x 8'	60	3 180
	Mutual Bd. Secretaries	W.S.	7' x 8'	60	4 240
	Accountants	W.S.	7' x 8'	60	11 660
	Data Processing	W.S.	7' x 8'	60	3 180
	Re Sales / Clerks	W.S.	7' x 8'	60	4 240
	Montgomery Mutual	W.S.	7' x 8'	60	4 240
					33 3765
	Total Staff:				46 5550
	Private Office = P.O.				
	Workstation = W.S.				

Space Requirements

Description
ANCILLARY S
1 Reception - Re seating for 2, c
2 Board Room - I training, comp
3 Pantry - 1 refrig sink w/d disposal Boardroom
4 Small Conferer people
5 Common File F
6 Lock-able Tele. Assume exhaust
7 Workroom - Sp copiers, printers
8 Post Office
9 Secondary Rec
An
Personnel Subt
Ancillary Subt
NET TOTAL
CIRCULATION
Net Total plus C
CORE FACTOR
TOTAL BUILD

LWMC - Department Inter-Relationships C



Notes:

- 1) Several Departments list Accounting in their rankings of departments with which they most
- 2) Accounting & MIS indicate each other as the #1 department with whom they interact.
- 3) Human Resources interacts regularly with the Medical Center.
- 4) In terms of their interaction the Accounting, MIS and \_\_\_\_\_ departments should be
- 5) As would be expected, Corporate/Executive has a strong connection to all departments.

Q5  
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*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Monday, February 12, 2018 12:24 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; press and tv media f  
**Cc:** LW Green; lwdogs@justus.group; list@justus.group; Montgomery County Council; ben kramer; ben shnider; vaughn stewart; chris willhelm; jerry samet; Jamie Raskin  
**Subject:** Leisure World = "Pleasantville" or police state?-- Inside the gated Leisure World Community - Elder Abuse is not just physical"

<https://patch.com/maryland/silverspring/need-know-leisure-world-pleasantville-or-police-state>

Point Blank

# The need to know: Leisure World = "Pleasantville" or police state?

Inside the gated Leisure World community of senior adults - Elder Abuse is not just physical

By Point Blank©-slk, Patch Poster | Feb 11, 2018 11:17 pm ET

0



**Leisure World: "Pleasantville" or police state?**

**Point Blank©-slk**

The atmosphere of hostility, intimidation, bullying, retaliation and overall nastiness exhibited by the Leisure World General Manager has made many Leisure World women residents fearful. There is an intentional pattern and practice of Leisure World management interference with the right of Leisure World residents to petition for a referendum vote on Leisure World use of millions of resident funds to construct an unnecessary and unwanted administration building.

Point Blank:

*Dispute brews over \$5.2 million reconstruction of Leisure World building in Maryland*

**ASPEN HILL, Md. (ABC7) There is a roaring debate beyond the gates of Leisure World about the feasibility of constructing a modern \$5.2 million administration...**

By ABC 7 News - WJLA

<https://independentamericancommunities.com/2017/08/05/leisure-world-md-homeowners-object-to-5-2m-administrative-building/>

**FYI: Elder abuse includes Emotional/Psychological Abuse:**

- A. Willful infliction of mental or emotional anguish by threat, humiliation, intimidation, or other abusive conduct**
- B. Includes verbal or nonverbal acts**
- C. May involve name-calling, using intimidating and threatening language, or causing fear, mental anguish, and emotional pain to the older adult**

**The following describes some of the "abuses of power" being perpetrated against residents in Leisure World In Spring, 2017, residents were gathering signatures on a petition calling for a**

referendum vote on the building. As if spying on the residents gathering signatures front of Leisure World Clubhouse, General Manager Kevin Flannery made regular trips back and forth a lot between his administration building office and the resident clubhouse. On one of his many trips, fully aware that he was not a resident, one of the women in jest, asked if he would like to sign the petition. Flannery replied, "Not today - try me tomorrow". Repeating his pattern the next day, the woman again jokingly reminded him "it's tomorrow, and you said to ask you to sign today". Intending to besmirch and denigrate approximately 2000 residents who have signed the petitions, Flannery has been recorded in public meetings "retelling his worn story of having been approached to sign a petition and refusing, whereupon the petitioner tried to talk him into it – implying, ---- that the signatures were fake". As people were entering the clubhouse building on May 3, 2017, a few resident volunteers were asking if they wanted to sign the petition. In violation of their rights, Leisure World Security Director Richard Shultz walked up to the women volunteers stating they were not allowed to petition and had to leave. There have been a myriad of investigative reports and articles identifying obfuscation of information by Leisure World management including:

Years of Health Department inspections and violations for unsanitary Leisure World restaurant kitchen food preparation areas;

<https://patch.com/maryland/silverspring/lw-restaurants-again-dine-your-own-risk>



Leisure World of Maryland Restaurants (again) "dine at your own risk"-

=

Mice droppings, unwashed hands, continued unsanitary conditions Health Dept.

<http://patch.com/maryland/silverspring/leisure-world-maryland-restaurants-caveat-emptor>





## Leisure World of Maryland restaurants: Caveat Emptor

**Mont. Co. Health Department inspection reports reveal rodent excrement, filthy food prep areas, 2 closures and 2 food poisoning incidents**

**False statements on Montgomery County, Md. liquor license renewal applications signed under penalty of perjury by Kevin Flannery, who is also President of what was until brought to public attention last year, a non-existent (forfeited) corporation holding the liquor license; refusal to show proof that alcohol sales taxes collected from Leisure World restaurant and bar patrons has ever been paid to the State of Maryland prior to 2017. The General Manager retaliated by asking and receiving Leisure World Executive Committee permission to instruct an IT block on the writers email communications to Leisure World management employees. On September 27, 2017, while they waited quietly to meet with and ask the IT Director why the emails were blocked, Flannery dispatched the Director of Security and 2 other security guards, one with a holstered gun on his hip, to confront and intimidate the 6 senior women residents.**

**April 12, 2017:**

**Leisure World Foundation Chair Marian Altman**



**instructed staff to call security officers after denying my right to use my laptop to take computerized notes. Two (2) Leisure World security guards showed up to remove me from the meeting.**

**Leisure World resident Susan Jacquith requested a community forum be held to inform residents about the registered and unregistered sex offenders living in Leisure World. Kevin Flannery emailed her stating he would meet with her "for 30 minutes".**

**Upon seeing me accompanying Susan, Flannery stood up behind his desk, walked to her saying there would be no meeting unless it is held with her alone. She was fearful of being alone with him behind his closed office door. Seeing his face and bald head turn a bright angry red, knowing about the times he had used security to intimidate women, she was afraid that if she refused to be alone with him, he would have security guards confront her--so she left the office.**

**Later she wrote: "I found his insistence to be rather creepy. I'm a woman who took another woman with me to witness the conversation and any concrete community response to this crime that might be forthcoming. Leisure World Board members nor residents should not tolerate this unwarranted behavior and attitude from its contracted leadership, Is this a leadership style of insecurity so intense that a meeting with two women was threatening? What's with a male leader wanting a private meeting with one woman only behind closed doors?"**



**Just last week on February 5, 2018, while in the Leisure World computer room, a resident asked a friend if she knew anyone who wants to sign a petition. She did not have one in her hand. Overhearing the conversation, a computer room monitor/volunteer who was standing close by, called Leisure World security. A security guard with a holstered firearm entered the room. He threatened to call Montgomery County police if the resident didn't comply with his demand to give him her name and address although denying he was using the information to write an "incident report". Angry, humiliated and shaken by the experience, the woman came to my door in tears to tell me what had just happened to her. The Leisure World Board of Directors have ignored resident demands for Flannery's resignation or termination of his contract "for cause":**

<https://patch.com/maryland/silverspring/leisure-world-general-manager-kevin-flannery-must-resign>

## Leisure World General Manager Kevin Flannery must resign

Call for termination of Leisure World General Manager Kevin Flannery's employment contract for cause:

As the Employer, the Leisure World Board of Director may terminate the \$204,00 plus all paid benefit package "for Cause".

Reasons for termination include but are not limited to:

Dereliction of duty/"gross negligence"- being totally responsible for allowing the deterioration of the Leisure World administration building, where for 35 years his offices have been housed - (since 2012 when he publicly began promoting a "new building" concept, rather than supporting renovation of the current building, the General Manager began recommending no major maintenance be done while letting it fall into further disrepair); Fines imposed by the Montgomery County Liquor Commission for 2 counts of civil perjury; Failure to provide proof of payment to the State of Maryland for 35 years of collected alcohol sales taxes; Covering up years of Montgomery County, Md. Health Department inspection report violations; Failure to obtain County permit for construction of what turned out to be a construction of a "tent" - which management referred to as a "vestibule" into renovated restaurant entry; Intimidation and harassment of employees all of whom have been fired or resigned; Knowledge of and allowing rampant employee nepotism hiring practices.

-30-

*slkatzman*

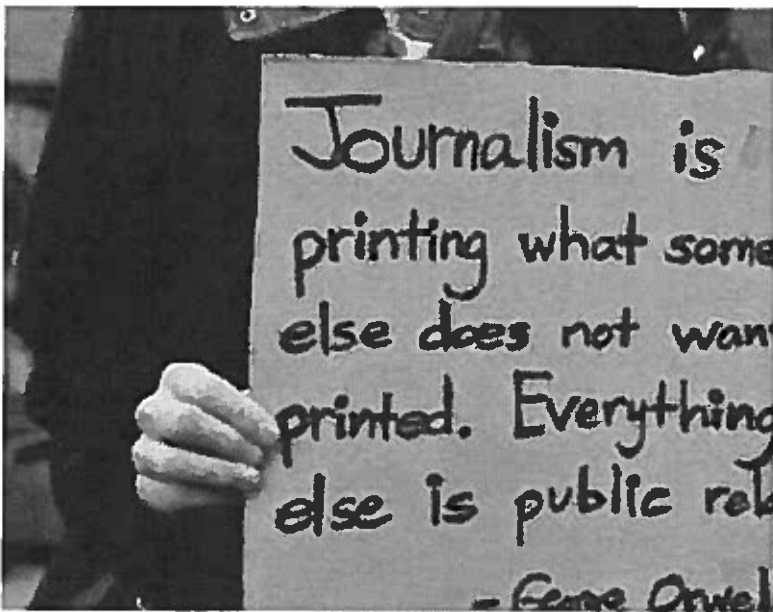
*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”





**Shirley, Lori**

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**From:** JustUs admin <admin@justus.group>  
**Sent:** Monday, February 12, 2018 11:14 AM  
**To:** mont.co.planningboard@justus.group; JustUs;  
members@townmeetingorganization.com; LW Green  
**Subject:** Fwd: Interplan 2005 Analysis & Proposal for Building Renovation - Admin.Bldg. Leisure World of Maryland  
**Attachments:** 20150630\_Admin\_7f.pdf; LWMC Admin Bldg Rprt-attachmnts.082712.pdf

**From:** Thomas Fisher <tfisher@cruzio.com>  
**Date:** Mon, Feb 12, 2018 at 11:11 AM  
**Subject:** RE: Interplan 2005 Analysis & Proposal for Building Renovation - Admin.Bldg. Leisure World of Maryland  
**To:** admin@justus.group

Thanks for sharing docs. Here are a couple (attached) I've collected that support the position that the existing building has sufficient space if utilized more effectively (fully). Specifically that the "staff requirements" are around 10,000 SF for ~30 people; and the rest is for meeting space/conference rooms, and that the existing current meeting/conference room resources are not burdened beyond capacity (are sufficient if not optimal). I also don't see much recognition of the fact that the existing building is a free and clear income producing asset worth probably at least 1.5 M that would be "thrown away", which represents an additional economic cost of the new project over and above the current inaccurate cost estimates.

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**From:** admin@justus.group [mailto:[admin@justus.group](mailto:admin@justus.group)]  
**Sent:** Monday, February 12, 2018 8:35 AM  
**To:** [LLamp@interplaninc.com](mailto:LLamp@interplaninc.com)  
**Subject:** Interplan 2005 Analysis & Proposal for Building Renovation - Admin.Bldg. Leisure World of Maryland

thank you Lisa.

slk

**From:** "Lisa M. Lamp" <[LLamp@interplaninc.com](mailto:LLamp@interplaninc.com)>

Date: February 12, 2018 7:46:39 AM EST

To: "[admin@justus.group](mailto:admin@justus.group)" <[admin@justus.group](mailto:admin@justus.group)>

**Subject: RE: Interplan 2005 Annalysis & Proposal for Building Renovation - Admin.Bldg. Leisure World of Maryland**

Good morning, Sheryl:

The report is definitely familiar to me; I wrote it! Please understand that it was written well over ten years ago. At the time we were given a program of space needs, including a 5-year projection, that are now outdated. Also, the Building Codes evolve and are "updated" over time. There have been four (4) new building code editions adopted by Maryland / Montgomery County since 2005.

If my memory serves me correctly, there were two key factors to consider relative to the longevity of the building – the mechanical systems were in serious need of replacement (hopefully that was done at some point?), and the building is not sprinklered. Also, the bank's occupancy of half the building limited potential egress paths out of the building, as well as flexibility for use of the building.

The pages you have scanned of the report are the space program portion. The exhibit drawings, which analyzed building code issues, are missing.

It is hard to imagine, and I cannot recommend, that the report would be very valuable to you, so many years later. If Leisure World is seriously interested in re-purposing the existing Administration Building then a new study should be prepared.

Thank you.

Lisa

Lisa M. Lamp, AIA, LEED® AP

Principal

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m: 202.669.7185

e: llamp@interplaninc.com

  Please, consider the environment before printing this message

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**From:** admin@justus.group [mailto:admin@justus.group]

**Sent:** Friday, February 09, 2018 6:38 PM

**To:** Lisa M. Lamp

**Subject:** Interplan 2005 Annalysis & Proposal for Building Renovation - Admin.Bldg. Leisure World of Maryland

Lisa: thank you for all the time you have put into this -

did the .pdf of the partial report look familiar to you?

I will try to make sense of the document I have been given and copy it in some logical order.

slk

--

slkatzman



President,

"JustUs" advocates to enhance the quality of life for all Leisure World residents

admin@justus.group



Albert Einstein – "We cannot solve our problems with the same level of thinking that created them."

## LWCC BOD Agenda Item 7.f. CPAC Resolution on Administration Building

6/25/15 by Carole Kennon, Chair, CPAC

### Executive Committee/CPAC New Administration Building - Space Allocation Recommendations

#### RESOLUTION

Resolved, the LWCC Board of Directors approves Community Planning Advisory Committee New Administration space allocation recommendations for a large meeting room, large shared meeting room, and three shared small meeting rooms, and inclusion of space for the Communications/Leisure World News Department as described in the attached memo.

#### BACKGROUND AND RATIONALE

The Executive Committee reviewed the Community Planning Advisory Committee New Administration space allocation recommendations for Board action. The memo contained four resolutions recommending Board action.

The Executive Committee agreed by general consent to forward the following resolutions from the Community Planning Advisory Committee with the recommendation that they be approved -

##### Resolution # 37- 6/19/15

That the new Administration Building includes a dedicated 1,680 square foot room (which can be divided) as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015.

##### Resolution # 38 - 6/19/15

That the two shared meeting rooms, as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015, be reduced to one, thereby cutting square footage by approximately 400 square feet.

##### Resolution # 39 - 6/19/15

CPAC accepts the shared/collaboration small conference rooms as a total of three, a total of 360 square feet, as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015.

##### Resolution # 40 - 6/19/15

That the Communication/Leisure World News Department be included in the new Administration Building, occupying approximately 400 square feet.

Background information and Rationale are attached.

## RATIONALE FOR CPAC RESOLUTIONS – LWCC BOD Agenda Item 7.f.

CPAC reviewed programming information for the new Administration Building obtained from Streetsense and Management in reports dated April 13, April 22, May 11, and June 8, 2015 and approved the following resolutions. Relevant information from these reports is included in the rationales for each resolution.

**#1 Resolved, that the new Administration Building includes a dedicated 1,680 square foot room (which can be divided) as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015."**

- Dedicated Large Meeting Room – 1 total
  - Accommodate 40 seated at conference table and 50 guests
    - Ease of passage around table while occupied
    - Sight lines for viewing guests and displayed images
    - AV technology to record meetings, table and ceiling mounted microphones/speaker, projection screen/projector to display images, connection of external devices to video and sound system, teleconferencing (including video), podium area
    - Lighting options for various meetings and presentations
    - Divisible to accommodate smaller meetings (20 persons seated)
  - Locate off Main Lobby
    - Type of meetings:
      - Board of Directors
        - meets at least once per month
        - currently use Montgomery Room
      - Executive Committee
        - meets at least once per month
        - currently use Sullivan Room
      - LWMC Staff
        - full staff and intradepartmental staff meets once per month
        - currently use Sullivan Room
      - Property Managers
        - meets at least once per month
        - currently use Sullivan Room
      - large Advisory Committees
        - 13 meetings per month
        - currently use Sullivan, CH1 and 2
      - large Mutual Boards (annual and monthly meetings)
        - at least 10 meetings per month
        - currently use CH1 and 2
      - large group staff training
        - meetings several times per month
        - currently use Sullivan or Montgomery Room
  - Impact to Clubhouse 1 and 2 Meeting Rooms

- Removes monthly uses from Montgomery, Chesapeake and Annapolis Rooms for LWCC BOD and various Advisory Committee and Mutual meetings
- Allows for more opportunity to utilize the Montgomery Room rather than overburden Maryland Room for larger functions

The concept behind the large conference room in the new Administration Building is to create a properly sized, state of the art technology (recording, broadcasting, etc.) conference room that could serve multiple functions and purposes including, but not limited to, the Board of Directors meetings with adequate guest space to large Advisory Committee and Mutual meetings, and training space for staff. The large conference room will be divisible into 2 smaller meeting rooms to facilitate multiple meetings occurring at the same time or to be used as another shared meeting room (see CPAC Resolution #2). Locating the large conference room in the Administration Building places the Board, Mutual, and Advisory Committee meetings within close proximity to staff and administrative support functions making effective and efficient use of staff and space. This large conference room would be a long-term benefit to the Community and fits with the goal of housing all administrative support spaces in one functional building.

**#2 Resolved, that two shared meeting rooms, as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015, be reduced to one, thereby cutting square footage by approximately 400 square feet.**

- Shared Meeting Room – Large – 1 total
  - Accommodate 8-12 persons seated
    - Ease of passage around table while occupied
    - Sight lines for viewing guests and displayed images
    - AV technology to include wall mounted screen to display images, connection of external devices to video and sound system, table and ceiling mounted microphones and speakers, teleconferencing (including video)
  - Locate central to all staff areas
  - Type of Meetings (most meetings currently use the Sullivan Room):
    - meeting with external consultants – auditors, insurance, IT, etc.
    - intradepartmental and departmental staff meetings
    - small Advisory Committee meetings
    - small Mutual Board meetings
    - training sessions for staff
    - Security meeting with families of residents
    - HR meeting with Department staff
  - Impacts to Clubhouse 1 and 2 Meeting Rooms
    - Minimal impact to Clubhouse spaces as most of these types of meetings take place in the Sullivan Room; space for these types of meetings would be replicated in the new Administration Building

The concept behind the shared conference room in the new Administration Building is to create a smaller multi-functional conference room that serves smaller Mutual and Advisory Committee meetings and various staff meetings with vendors that occur several times a week. There are also times when groups, such as LW News or the Auditors, require a sizeable room in which to create a base of operations to conduct business over several days without having to move materials and equipment each day to another location. With a large dedicated meeting room which will be able to be divided, this reduction in space does not affect the underlying concept of housing administrative functions in one building.

**#3 Resolved, CPAC accepts the shared/collaboration small conference rooms as a total of three, a total of 360 square feet, as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015.**

- Shared Conference/Collaboration Rooms – Small – 3 total
  - Accommodate 4-6 persons
    - AV technology to include wall mounted screen to display images, connection of external devices to video system, teleconferencing (including video)
  - Locate central to all staff areas
  - Type of Meetings (most meetings currently use the Sullivan Room, when available, or meet at staff's desks):
    - processing of new residents with Resales, Security and Montgomery Mutual
    - Mutual Board members or residents consulting with Mutual Assistants/Accountants
    - Interviews by Human Resources
    - Private meetings between Supervisor and staff members
    - Private meetings between Security and resident on Mutual issue
  - Impacts to Clubhouse 1 and 2 Meeting Rooms:
    - Minimal impact to Clubhouse spaces as most of these types of meetings take place at staff desks or in the hallways of the Administration Building or in the Sullivan Room , if available; space for these types of meetings would be replicated in the new Administration Building
- Meeting Space - Desk Survey of Business Encounters:
  - As requested by CPAC, Management conducted a 2 week study of daily face to face meeting between administrative staff and visitors/residents. The study indicated there are 103 -140 face to face meetings occurring daily. The encounters range from mutual specific to committee related to individual resident issues and outside consultant/vendor discussions. Below is information on the business encounters, by department, indicating the number of staff per department and associated encounters per staff tracked over a 2 week period, Monday through Friday, 8:30AM to 5:00PM. This information supports the need for smaller, collaborative, private shared meeting spaces to be used throughout the day by administrative staff to conduct daily business activities.

Administration Building - Staff Encounters with Residents Report										
Business Encounters										
Department	# of Staff	Daily range		#/Staff/Day	Weekly range		#/Staff/wk	Annual range		#/Staff/Annual
Reception	1	26	31	29	130	155	143	6,760	8,060	7410
Mutual/Trust Assistants	7	27	34	4	135	170	22	7,020	8,840	1133
Accountants	11	12	16	1	60	80	6	3,120	4,160	331
Accounting help desk- ACH/billing/AP	1	15	22	19	75	110	93	3,900	5,720	4810
Management	4	8	11	2	40	55	12	2,080	2,860	618
Human Resources	3	2	5	1	10	25	6	520	1,300	303
Property Transfers	2	2	4	2	10	20	8	520	1,040	390
Security - Including Lifeline	1	11	17	14	55	85	70	2,860	4,420	3640
<b>Total</b>	<b>30</b>	<b>103</b>	<b>140</b>	<b>72</b>	<b>515</b>	<b>700</b>	<b>358</b>	<b>26,780</b>	<b>36,400</b>	<b>18635</b>

Notes:

1. Data represents business encounters at staff desks and does not include regularly scheduled Sullivan Room meetings (Executive Committee, Advisory Committees, Mutual Board, LWMC Staff, etc.)
2. Data collected over 2 week period, Monday through Friday, 8:30am to 5:00pm
3. Encounters include scheduled and unscheduled meetings.
4. Data collected does not include internal staff meetings - collaboration among staff, inter-department meetings, intra-department meetings

Based on review of the number and type of business encounters by the Administration staff, it was felt spaces that can be used for meetings with residents and collaboration areas was a necessity for efficiency and effectiveness of staff conducting daily business operations. Privacy of meetings is also an important factor considered in assessing the need for these smaller meeting spaces. These types of daily encounters revolved around residents meeting with accounting to discuss financial issues, meetings with Mutual Assistants and staff meeting with vendors.

**#4 Resolved, that the Communication/Leisure World News Department be included in the new Administration Building, occupying approximately 400 square feet.**

- Proposed programming space allocation:
  - 3 staff members
  - Combination of enclosed office and open plan (cubicles) – can be an enclosed suite but may not be required
  - Interaction with Residents and LWMC Staff (locate close to main lobby/reception)
    - LW News Committee
    - Utilize shared conference room for 4-6 persons

The Communications Department/Leisure World News, currently located in Clubhouse 1, is the only administrative operation not currently housed in the existing Administration Building. It is proposed to be added to the new Administration Building to consolidate administrative business operations.

The Communications Department interacts with all departments and also oversees the Leisure World News. Leisure World News was formerly under the E&R Department whose core business focus is on social and clubhouse operations. Departmental control switched with the addition of a Director of Communications in late 2014. The functions of the Director of Communications have been focused on editor responsibilities, but are expected to grow to serve administrative operations and handle internal and external communications. Thus, this department should be central to the other core administrative business operations. This supports Streetsense's recommendation for good planning in that all business operations of LWMC should be housed together in the Administration Building and all social, educational, and recreational functions for the Community should remain in the Clubhouses.

**Next Steps:** CPAC requested that a floor plan within context of the site be prepared based on the proposed programming space allocations per these resolutions. The floor plan will be presented to the Committee in August 2015.

<b>ADMINISTRATION BUILDING PROGRAMMING SQUARE FOOTAGE</b>			
<b>Area</b>	<b>QTY</b>	<b>SF</b>	<b>TOTAL</b>
<b>4/9/15 Proposed Building SF</b>		22,160	<b>22,160</b>
Dedicated Large Meeting Room	1	1,680	<b>included</b>
Shared Meeting Room - Large	-1	445	<b>(445)</b>
Shared Conference/Collaboration Rooms - Small	3	360	<b>included</b>
Communications/LW News Department	1	410	<b>included</b>
<b>Revised Proposed Building SF</b>			<b>21,715</b>

The approximate area of the new Administration Building inclusive of these recommendations will be 21,715; however it should be noted that square footages may fluctuate based on layout of spaces, building geometry, site restrictions, etc.

Additional information on meeting room usage in Clubhouse 1 and 2 and the Sullivan Room is contained in the attached report which was provided to CPAC as part of the June 8, 2015 to aid in their discussions of the programming study.

## New Administration Building – Meeting Spaces

Meeting rooms in varying sizes and located throughout the Administration Building are a key component to being able to conduct daily business operations in an effective, efficient and private manner. The current Administration Building is sorely lacking in meeting space – only the Sullivan Room is available which is used by Advisory Committees, Mutuals, and staff for all types of meetings and often overlapping when needed to be used.

The attached Streetsense memo dated September 4, 2014 was presented to CPAC at the September 9 meeting as part of a discussion on the new Administration Building Programming, in particular discussing meeting spaces. The memo documents Streetsense’s assessment of existing meeting room usage data and identifies two significant issues with current available meeting spaces:

1. noticeable lack of small private meeting/collaboration spaces in the current Administration Building that would see beneficial use in a new building
2. cost analysis of retrofitting the Sullivan Room or Montgomery Room in lieu of building a new properly sized and equipped meeting room to handle larger meetings, such as the LWCC BOD monthly meeting.

### **Clubhouse 1 and 2 – Meeting Spaces – Usage Information:**

The E&R Advisory Committee reviewed and validated the list of regularly scheduled meetings held in Clubhouse 1 and 2. Discussions of the E&R Advisory Committee resulted in consensus that any reduction in meeting space is a detriment to the community as participation (recreational, governance, social, etc.) by residents has increased, causing a growing demand for available and flexible use of space throughout LW.

Below is information on Clubhouse 1 and 2 meeting room uses for 2012 – 2014. The data tracked is by number of events but does not track the total hours of the events due to reporting limitations. For example if a room is reserved for 1 day or 1 hour, it is recorded as 1 event. Note: The new room reservation system, fully implemented in April 2015, has the ability to track room usage by number of events and total of hours per event to provide more accurate data on actual room usage.

Sullivan Room usage shows the number of events held but not the duration of the events, similar to the Clubhouse 1 and 2 information. Four Mutuals have moved their meetings to other locations to accommodate an increase in attendance that cannot be accommodated in the Sullivan Room.

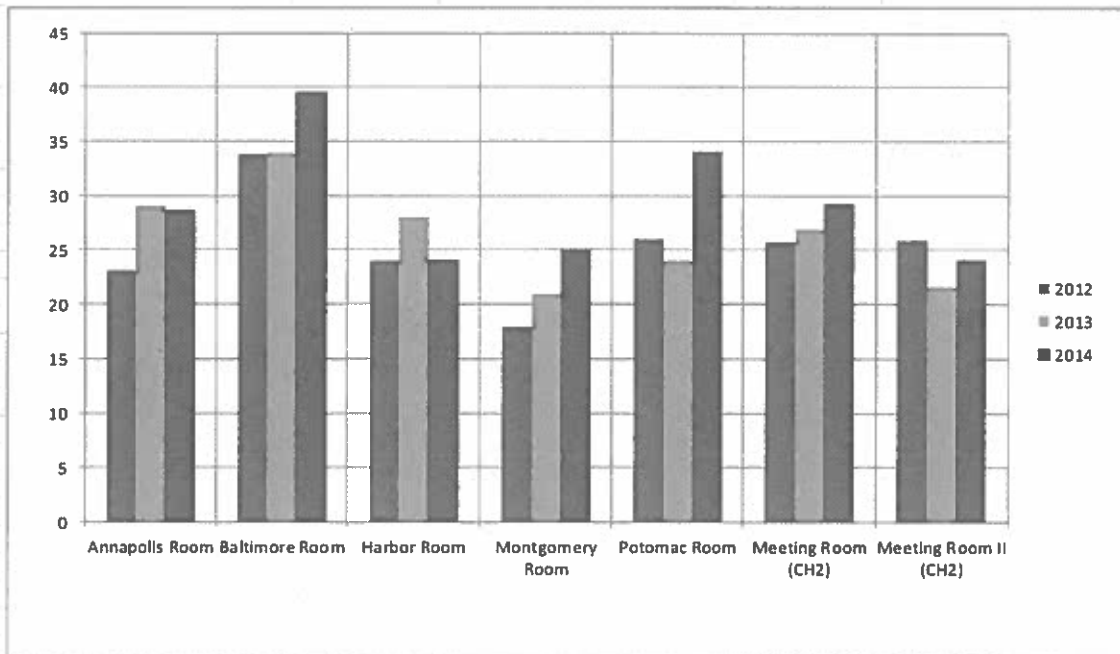


Average Monthly Meeting Room Usage 2012 - 2014						
Room Name	2012		2013		2014	
	avg # of uses/month	% of use	avg # of uses/month	% of use	avg # of uses/month	% of use
Annapolis Room	23	58%	29	73%	29	71%
Baltimore Room	34	85%	34	85%	40	99%
Harbor Room	24	60%	28	70%	24	60%
Montgomery Room	18	45%	21	53%	25	63%
Potomac Room	26	65%	24	60%	34	85%
Meeting Room (CH2)	26	64%	27	67%	29	73%
Meeting Room II (CH2)	26	65%	22	54%	24	60%
<b>TOTAL</b>	<b>177</b>	<b>63%</b>	<b>184</b>	<b>66%</b>	<b>205</b>	<b>73%</b>
POSSIBLE ROOM USESMONTH	40					

**NOTES:**

1. Data based on meeting scheduled 9AM to 5PM, Monday through Friday.
2. Due to resident meeting time preference for start times of early AM and early PM, possible # of meetings per month is 40.
3. Information does not account for downtime of room for breakdown and set up requirements.
4. Information does not track unscheduled use.
5. New reservation software fully implemented in April 2015 can track schedule meeting duration, but not actual meeting duration.

**Average Monthly Meeting Room Usage 2012 - 2014**



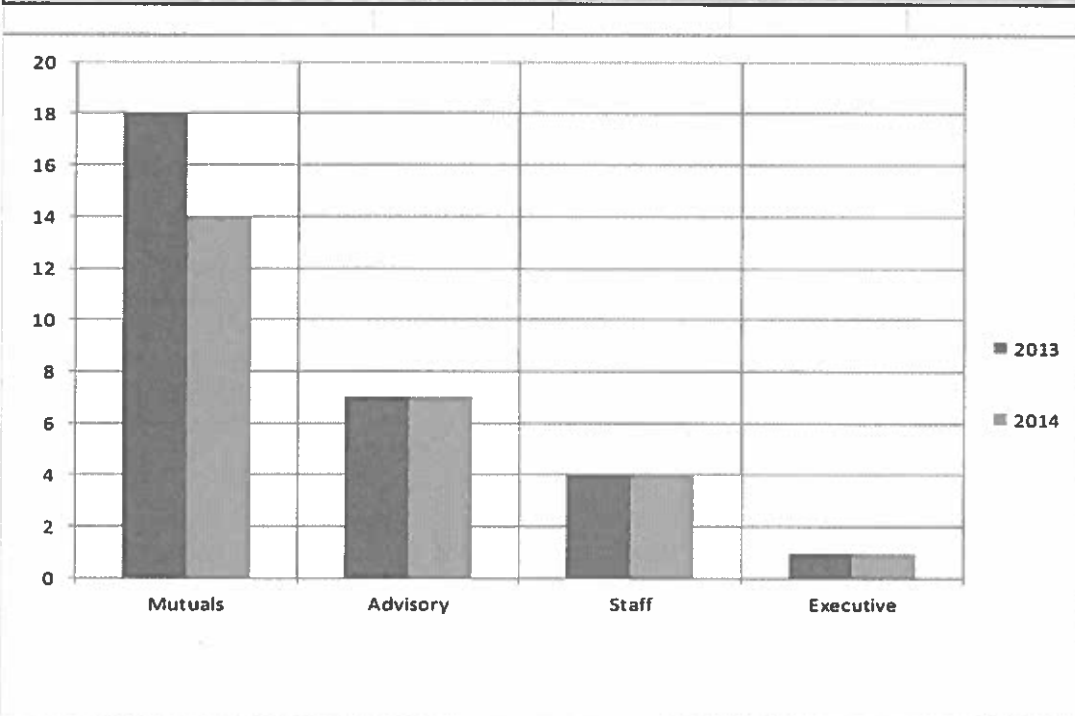
**Sullivan Meeting Room Regularly Scheduled Monthly Usage 2013 - 2014**

Room Name	2013		2014	
	# of uses/month	% of use	# of uses/month	% of use
Mutuals	18	45%	14	35%
Advisory	7	18%	7	18%
Staff	4	10%	4	10%
Executive	1	3%	1	3%
<b>TOTAL</b>	<b>30</b>	<b>11%</b>	<b>26</b>	<b>9%</b>
POSSIBLE ROOM USES/MONTH	40			

**NOTES:**

1. Possible times a room can be used is 40 times per month
2. Information tracked does not indicate duration of a meeting - system tracks all meetings as 1 use regardless of duration.
3. Information does not track unscheduled use.
4. Decrease in Mutual use of the Sullivan Room is the size of the room is too small to accommodate growing attendance.

**Sullivan Meeting Room Regularly Scheduled Monthly Usage 2013 - 2014**



**Memorandum for the Record**

Date: September 4, 2014

Subject: Leisure World Administration building meeting room programming:

Based on Streetsense's review of the programming survey completed with the Administration Departments and room usage data, there are 2 types of meeting spaces required in the new Administration Building that are not currently accommodated in the existing building.

The current Administration Building lacks a small private meeting / collaboration space to be shared among Departments. Various departments require private meetings and collaboration sessions with staff and/or residents that currently are held wherever space may be available. These private sessions may be between Administrative Assistants and Committee Chairpersons or between Accounting and Banking Regulatory Agencies. The new Administration Building program provides for a small, 4 to 6 person meeting room located near these administrative Departments. Other Departments, such as Resale and Montgomery Mutual, who interact with the public on a more frequent basis, indicate the need for small, private areas within their suites, which have also been accommodated in the programmed space.

The existing Sullivan Room accommodates several different types of meetings ranging from Advisory Committees to Mutual Board Meetings. It also serves as a lunchroom for staff. The size of the room is not conducive to allowing ease of movement between people seated at the conference table and guests seated around the perimeter of the room. Also, the arrangement of the room does not allow for proper projecting and viewing of images or recording of meetings as necessary. The Sullivan Room is approximately 1,000 square feet and based on standards for the type of use should be a minimum of twice the size equaling 2,000 sf.

Streetsense believes a large multi-functional conference room is required for the operation and functions of the administration of Leisure World and should be located in the Administration Building versus elsewhere in the Community. The Administration Building houses all the departments and functions that operate the day by day running of Leisure World. Inclusive of this should be Board of Directors meetings, Advisory Committee meetings and Mutual Board meetings, all of which can be accommodated in a properly sized, arranged, and equipped meeting room in the new Administration Building. Grouping of similar type functions in a single building is an efficient use of space, money, energy, and employee time rather than segregating functions into separate buildings.

Additionally if we just focus on the cost to renovate and equip the existing Sullivan Room or a similarly sized room elsewhere in Leisure World, we would anticipate the cost to reach as much as \$100 per square foot or \$200,000. To accommodate the same size meeting room in the new Administration Building we anticipate the cost to be less than \$75 per square foot realizing over \$50,000 in savings for build out.



NON-RESIDENT USE

LEISURE WORLD OF MARYLAND

ADMINISTRATION BUILDING - PROGRAMMING STUDY

DEPARTMENT	Quantity	TOTAL sq ft	Subtotal
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Offices are assumed to be 10'x12'; 120 sq ft  
Office with table assumed to be 12'x15'; 180 sq ft.  
Large Workstations are assumed to be 7' x 9'; approx. 65 sq. ft.  
Workstations are assumed to be 6'x8'; approx. 50 sq ft

DEPARTMENT	Quantity	TOTAL sq ft	Subtotal
<b>MANAGEMENT</b>		<b>1,163 sq ft</b>	
Large Offices	2	360	
GM and AGM			
Large Workstations	1	65	
Exec. Secretary			
Workstations	4	200	
One to act as reception desk			
Storage/Coat Closet	1	200	
Reception/Waiting	1	144	
In Suite Circulation	20%	194	

DEPARTMENT	Quantity	TOTAL sq ft	Subtotal
<b>ADMIN. + ACCOUNTING</b>		<b>1,854 sq ft</b>	
Admin. Trust			
Workstations	2	100	
Admin. Mutual			
Workstations	5	250	
Accounting			
Offices	3	360	
Director, Mutual Acct. Supervisor, Office Manager			
Large Workstations	1	65	
Semi-private with 2 guest chairs			
Workstations	7	350	
Storage Room	1	200	
Shared			
Collaboration Area	1	100	
4-person Meeting Room	1	120	
In Suite Circulation	20%	309	

HUMAN RESOURCES	Quantity	459 sq ft
Large Offices	1	180
Offices	2	240
Workstations	0	0
File Storage	1	100
In Suite Circulation	35%	119

INFO. TECHNOLOGY	Quantity	480 sq ft
Workstations	4	200
Server Room	1	100
Work Area	1	100
In Suite Circulation	20%	80

COPY ROOM	Quantity	300 sq ft
<i>Layout space and storage</i>		
<i>Min. 2 large printer/copiers</i>		

SHARED SPACES	Quantity	2,018 sq ft
10-person Meeting Room	2	790
Reception/Lobby	1	192
Staff Lunchroom	1	500
Storage Room	1	200
In Suite Circulation	20%	336

BUILDING SUPPORT	Quantity	1,300 sq ft
Restrooms		300
Long Term File Storage		400
HVAC, Telecom, Electric...		500
Elevator and support		100

BUILDING CIRCULATION	Quantity	2,651 sq ft
	35%	

NON-RESIDENT USE SUBTOTAL	Quantity	10,225
---------------------------	----------	--------

RESIDENT SUBTOTAL	Quantity	11,935
NON-RESIDENT SUBTOTAL		10,225
<b>BUILDING TOTAL</b>		<b>22,160</b>

RESIDENT USE

LEISURE WORLD OF MARYLAND

ADMINISTRATION BUILDING – PROGRAMMING STUDY

DEPARTMENT Type of Space	Quantity	TOTAL sq ft Subtotal
-----------------------------	----------	-------------------------

Offices are assumed to be 10'x12', 120 sq ft  
Office with table assumed to be 12'x15', 180 sq ft  
Large Workstations are assumed to be 7' x 9', approx. 65 sq. ft.  
Workstations are assumed to be 6'x8", approx. 50 sq ft

<b>LOBBY</b>	<b>750 sq ft</b>
2 seats at desk + waiting for min. 4 guests	
Information screen	
Package pick up for 29 mutuals, 20 committees	
20 mail slots for internal departments	

<b>BANK</b>	<b>2,500 sq ft</b>
White box with vault	

<b>US POST OFFICE</b>	<b>600 sq ft</b>
2 workers w/ lockable package storage	
All departments and public use	
Double doors to exterior for truck pick up	

<b>LARGE MEETING ROOM</b>	<b>1,680 sq ft</b>
40 people seated + 50 standing	
Closet space for AV and coats	
Reception Area	
Podium/Presentation Area	
Food Serving Station	

<b>SECURITY</b>	<b>444 sq ft</b>
Offices	1 120
Large Workstations	2 130
4-person Meeting Room	1 120
In Suite Circulation	20% 74

<b>PROPERTY REALES</b>	<b>348 sq ft</b>
Offices	2 240
Workstations	1 50
In Suite Circulation	20% 58

<b>COMMUNICATIONS/NEWS</b>	<b>443 sq ft</b>
Offices	1 120
Workstations	2 100
4-person Shared Meeting Room	1 150
In Suite Circulation	20% 74

<b>MONT. MUTUAL</b>	<b>976 sq ft</b>
Offices	2 240
Large Workstations	1 65
<i>To act as reception desk</i>	
Workstations	2 100
4-person Meeting Room	1 120
Reception/Waiting	1 144
Storage/Files	1 144
In Suite Circulation	20% 163

<b>BUILDING SUPPORT</b>	<b>1,100 sq ft</b>
Restrooms	300
Uniform/Equipment Storage	200
HVAC, Telecom, Electric...	500
Elevator and support	100

<b>BUILDING CIRCULATION</b>	<b>35%</b>	<b>3,094 sq ft</b>
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<b>RESIDENT USE SUBTOTAL</b>	<b>11,935</b>
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<b>RESIDENT SUBTOTAL</b>	<b>11,935</b>
<b>NON-RESIDENT SUBTOTAL</b>	<b>10,225</b>
<b>BUILDING TOTAL</b>	<b>22,160</b>

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Monday, February 12, 2018 5:33 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; lwdogs@justus.group; LW Green  
**Subject:** Darlene Hamilton another good reason for having a community-wide referendum = remember WE ARE PAYING FLANNERY et alSALARIES!

**Darlene Hamilton, is the former President-Mutual 11 and LW BOD representative.**

**From:** Darlene Hamilton <monet\_2@comcast.net>  
**Date:** February 12, 2018 4:51:55 PM EST  
**Subject:** HOPE FOR CHANGE...?? by Bob Ardike

This was sent to me last week, in preparation for this Wednesday's Board meeting, @ 9:30 a.m. in the Sullivan Room, in the Administration Building. I am sending it along with my own comments to residents, whom might be interested in more that what you might have read or been told by others.

**Please note: The time line article in our newsletter, was written by a LWCC Board member and was his point of view and not necessarily the facts. It was given to every mutual to put into their newsletter.**

I am not sure why the Robo Call neglected to mention, why this Mutual Board meeting is so important to our residents and why they should try to attend? Especially since, Management will be present, to provide a "Show & Sell" presentation for the proposed New Administration Building.

I had previously requested that Leisure World do a "Use Survey." which was ignored. Therefore, I believe that it is very important for each of our mutual residents to ask themselves the following questions: how often have you personally visited or used the Administration Building, or the CH1 facilities over the past 6 -12 months, the reason for your visits, for how long, the time of day, did you have difficulty entering the buildings, could your needs have been met in another way, such as, on line, telephone, a facility outside of L.W.,do you feel that your money could be put to better use within our community?

Right now, residents can walk straight into the building to use the Post Office and other offices. Whereas, in the new building the post office will be on the second floor via an elevator.

Presently, those with mobility problems or health issues, are usually dropped off at the main entrances. They now plan to install another drop off point, by putting in a drive through road between the two buildings, and removing all of the trees and plants. Including, and the water feature in Veterans Park in front of CH 1, to make another parking lot. They have removed the flight of steps to enter the new building from their plans, but the ramps are still in place, and anyone with a disability knows, how unpredictable and challenging they can be.

They have refused to do an invasive study or to properly maintain the present building, however they spent \$120,000 to examine the Credit Union ceiling area and replace it, as part of their contract with the new Credit Union.

They say that the longer we wait, the more \$\$\$ it is costing us. Haste makes waste; and cost is relative to the need. This comes down to a simple question, regarding want over need -

**Management and the LWCC Board WANT a new Administration Building, but do we really NEED one?**

**We have been told, that " they have gone too far and have spent too much money, to turn back now. it has been in**

**the plans for years, why didn't you speak up back then?**

Many did speak up at that time, and it was approved by only a very slim margin. In fact, many who were on the LWCC Board and other committees are no longer in those same positions today. While, others have either passed away or have moved.

Some mutuals LWCC representatives never informed their board members or their residents about any Trust matters - that IS a mutual problem. Meanwhile, many new residents have been continuously moving into the community, since that decision was made.

Every time, the General Manager gives his report on re sales in the community, it means we have lost another resident, who was here when the building was approved by a very slim margin, and someone new has moved in here, without any knowledge of what has taken place before they moved here. Which, is also another good reason for having a community-wide referendum. However, that is too risky for Management to chance, right now; and most likely, why they are going to each mutual to give their "Show and Sell."presentation. Because, an open meeting forum of the whole community is also too much of a risk, and a hassle for them. It is much easier and safer to have a tiny captured audience, where they are less likely to ask any tough questions, versus an open meeting forum.

Especially, after their original Site Plan meeting, when Management and Friends, became upset and frustrated, when they were unable to give those residents in attendance, answers to many of their questions.

Which, is supposed to be the whole point of Leisure World's presentation on Wednesday, to inform the residents, but to also listen to the residents input and comments on the proposed plans, and why the County is holding up their final approval.

Remember, we are paying their salaries, and we will also be paying for any decision that is made by them, and our LWCC Board representative.

Darlene

**Subject: HOPE FOR CHANGE...?? by Bob Ardike**  
**From: [monet\\_2@comcast.net](mailto:monet_2@comcast.net)**  
**Sent: 11:07pm, Friday, February 9, 2018**  
**To: Darlene Hamilton <[monet\\_2@comcast.net](mailto:monet_2@comcast.net)>**  
**CC:**

- In preparation for Wednesday's
- Sideshow...

**From: Bob Ardike**  
**Date: Fri, Dec 29, 2017 at 11:04 AM**  
**Subject: HOPE FOR CHANGE...?? by Bob Ardike**

**The December 13, 2017, Montgomery Planning Board "Update on Leisure World and Administration and Clubhouse I Site Update," appears to make its position clear as to what it expects. What it (Montgomery Planning Board) expects is:**

1. revisions to the site plan (removal of stairs, et al) made apparent at the Nov. 30, 2017 meeting
2. revisions presented at Leisure World community meetings **for resident review**...before...future..meeting this spring.

So! Here, below, is their statement..

"Before the next Planning Board discussion in Spring 2018, Leisure World of Maryland has agreed to present **revisions to the site plan** incorporating Planning Board recommendations at community meetings **for resident review** before a future Planning Board meeting this Spring."

The only thing left unclear is what does **...for resident review** mean? Taken literally it means "for comments." **Nothing** about what is stated implies "approval, having a study to determine renovation vs construction & demolition **or** conducting a referendum to determine community sentiment.

The November 30, meeting gave some hope the Planning Board would consider the "bigger picture"...that actual Leisure World community sentiment for this effort had been ignored...meaning that the community was solely being informed about **WHAT** had been decided, **NOT** about whether it should be done.

This reminded me of a statement in the Preface of a book my wife, Marybeth, is reading. She pointed it out to me. She said, "Remind you of anything?" The name of the book is "Miller's Valley." The author is Anna Quindlen. It was written in 2016....Here is the paragraph. Just change a word or two & welcome to the world of Leisure World...🤔 Bob Ardike



**I**t was a put-up job, and we all knew it by then. The government people had hearings all spring to solicit the views of residents on their plans. That's what they called it, soliciting views, but every last person in Miller's Valley knew that that just meant standing behind the microphones set up in the aisle of the middle school, and then finding out afterward that the government people would do what they planned to do anyhow. Everybody was just going through the motions. That's what people do. They decide what they want and then they try to make you believe you want it, too.

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Thursday, February 15, 2018 6:05 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** IT'S A MIRACLE!...Bob Ardike

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 15, 2018 3:40:24 PM EST  
**To:** admin JustUs <admin@justus.group>  
**Subject:** IT'S A MIRACLE!...Bob Ardike

In the year 2014, "costs"( in shekels...even in \$\$\$ ) were high. Nay! The renovation of a decent sized Cathedral, let alone a meager sized **Administration building** (such as the one located in the kingdom of **Leisure World**), was **projected** to be "**Mighty.**" Therefore, can there be any reasonable doubt why the following occurred & this has been the message ..."way too many \$\$\$ that could be better spent?

**This was the motion made at the Nov. 2014 LW BOD meeting:**

The second draft resolution was placed on the floor for discussion, as follows:

The LWCC Board of Directors resolves that LWMC engage an independent engineering and architectural firm to complete an invasive facility conditions assessment of the existing Administration Building, cost not to exceed \$150,000 funds to come from the Resales Fund.

Following extensive discussion and debate, the Board voted and the motion failed.

Eons later, in the year 2018, costs for renovation ( what it would take to obtain the cost of moving an Administration building "Up to Snuff" ) appear to be far less?? What could have occurred? ...there can be only one answer...

It's Simply a Miracle!!

\* (Hope you recall this "miracle" ad )

## Appendix N

\* Medieval monk is assigned a humongous “copying” task. He goes to a room, **known only to him**. There is **Xerox copier there**. Shortly he returns to the Superior who assigned the work. With eyes raised upward & an expression of astonishment, the Superior proclaims ...”It’s a ...” Yeah! That Ad!



Hello, Sheryl:

If you are referring to **Building Code compliance**, the architectural portion of that kind of analysis, and code review, will cost between \$10,000 and \$15,000. A review of the mechanical and electrical systems will probably cost around \$10,000. These are ballpark figures only. Any analysis starts with a goal for what you want to do with the building. Your goals will frame and guide the analysis...

I hope this helps.

Lisa...(email sent to Sheryl Katzman...February 14, 2018

The question might arise. **What is this, & who the hell is Lisa?** I wouldn't ask it quite that way! But, YOU might...?

Ok! This should help...

Lisa M. Lamp, AIA, LEED® AP

Principal

Interplan Inc.

**“Fine,** it might be said. That tells me something. **“Now! Tell me! What is “Interplan, Inc.?”**

Ok! Since you insist on knowing, this should prove helpful...

### Background

As early as 2000 (15 years ago) LWM recognized a concern about overcrowding in the Administration Building. Recognizing this concern, LWM tasked the architectural firm Interplan, to examine the situation, and recommend solutions. The 2001 Interplan report showed that reallocations could relieve the overcrowding. Their plan would have not only relieved the overcrowding, but also would continue to accommodate a bank, a real estate presence, offices for Montgomery Mutual, and offices for all Assistant General Managers. Their report was the result of detailed, careful analysis of requirements resulting from application of accepted space allocation standards. Their analysis identified some Building Code improvements, and a number of space-saving administrative improvements that would temper space requirements. They did not suggest destroying and replacing the building.

Their recommendations were not implemented.

I hope **THE ABOVE** answers questions you may have had for years! **BECAUSE...**

**IT WOULD TAKE A HELL OF A MIRACLE TO GET ANSWERS FROM THE LEISURE WORLD BOARD OF DIRECTORS... about this & many other things...**

**I wouldn't say it quite that way... but YOU might...??**

**Bob Ardike**

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of  
admin@townmeetingorganization.com  
**Sent:** Thursday, February 15, 2018 9:15 PM  
**To:** members@townmeetingorganization.com; justus organization; LW Green;  
mont.Co.PlanningBoard@justus.group; lwdogs@justus.group  
**Cc:** thomas fisher; robert namovicz; bruce macdonald  
**Subject:** March 1: Town Meeting - (LW News 2-16-18)  
**Attachments:** Town Meeting March 1, 2018 article.pdf

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)



## ■ Town Meeting Organization

# March 1: Town Meeting

by *S.L. Katzman*  
and *Marybeth Ardike*

All residents are invited to attend a meeting organized by the newly formed Town Meeting Organization (TMO). The event is held on Thursday, March 1, from 1:30-3:30 p.m. in the Clubhouse I Crystal Ballroom.

The recently elected TMO officers will introduce themselves. The meeting's agenda includes resident speakers who will address the background and history of the Administration Building project.

The meeting will also address the Montgomery County planning board's decision to defer

Leisure World's application for construction of a new administration building, Clubhouse I additions and parking lot changes; and a "consensus" that some planning board members urged regarding the project.

Invitations to speak have been extended to current members of the Leisure World Community Corporation (LWCC) executive committee and past LWCC board of directors chairman David Frager.

Notices announcing this meeting will be posted and handed out throughout the community.

Email any questions to ([admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)).





**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Thursday, February 15, 2018 9:29 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; lwdogs@justus.group; LW Green  
**Cc:** thomas fisher; bob namovicz; ben kramer; ben shnider; LW Board of Directors; Montgomery County Council  
**Subject:** Tom Conger: "Illogical Planning Process for Administration Building" - LW News 2-16-18

# THOUGHTS & OPINIONS: *From Our Residents*

## Illogical Planning Process for Administration Building

At the Nov. 30, 2017 hearing, members of the Maryland-National Capital Park and Planning Commission stated that Leisure World's board of directors should include residents in their planning before proceeding to a final submission to the commission for the Administration Building and Clubhouse I Site Improvements project. It's quite obvious to me that a significant portion of the residents of Leisure World feel left out of the decision making process in our community. For example, the number of residents who signed a petition calling for a referendum on the project is currently 2,000 and counting. Resident groups have held two "town hall" meetings attended by 325 (some of

whom were standing) and 275, respectively.

I sense a feeling of angst in our community, a realization that important decisions are being made by a small group of "power elite," who seem to think they know what's best for us. I believe their attempts at "citizen participation" have been feeble and inconsequential, to say the least. That is why the town hall format is so important. You have probably heard of the New England Town Hall Meetings. They were conceived with one idea in mind – to find out the wants and needs of the community by having all of its members participate in open discussions about issues of importance to them. Such meetings became the birthplace of community planning in America.

In earning a master's degree in community planning, I was taught that effective citizen participation was critical in the efforts to produce a master plan

that would truly represent the needs and desires of the community. Steps in producing such a plan included survey and analysis of the community's physical geography and environmental conditions, land use, demographics, transportation and public facilities. Goals and objectives were determined that related to the implementation of the plan. A capital improvements program was formulated to get to the "brick-and-mortar" stage of the community planning process. In other words, "we have envisioned what we want – now let's build it." Notice the logical, sequential process of formulating the plan first, then deciding, through the capital improvements program, how to get to our goals and objectives on the ground.

What we are currently witnessing in Leisure World is totally opposite of a logical, sequential process – it's the proverbial "putting the cart before the horse." The "power elite" seems intent on proceeding to build a new Administration Building. The second, and presumably final, public hearing to allow the site plan to advance is scheduled for March. We learned from a Jan. 5, 2018 article in the Leisure World News that the Special Strategic Planning Committee wants to hire a consultant to develop a community plan for Leisure World. And, in a letter in the Jan. 19, 2018 edition of the Leisure World News, the Committee touts the importance of securing community participation in the process.

So, let me get this straight – we're going to formulate

a community plan that will reflect what the community wants, while at the same time, we will be proceeding to spend millions of dollars on a project that should be part of our capital improvements program after the plan has been completed? This makes no sense to me. The Administration Building and Clubhouse I Site Improvements project should be put on hold until after the strategic plan has been developed. If the whole thing had been put to a vote in the first place, as requested in the petition, we might not be sitting here today battling for the right to be heard.

– Tam Conner

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Friday, February 16, 2018 12:41 PM  
**To:** justus organization; members@townmeetingorganization.com; LW Green; mont.Co.PlanningBoard@justus.group  
**Cc:** thomas fisher; robert namovicz  
**Subject:** L@ Exec. Comm. member Ken Muir memo presented @ 2-16-18 LW Exec. Comm. meeting -

Phil Marks/Henry Jordan asked Ken to "withdraw" until March after Strategic Planning Comm. makes report to LW BOD - Ken Muir obliged them.

NOTE: Ken's recommendations that LW "suspends further development or construction on the Administration Building project until the end of the strategic planning process."

Kenneth K Muir, EdD, APR  
3100 N. Leisure World Blvd., Apt. 508  
Silver Spring, MD 20906-8344  
301-598-3649 kkmuir@aol.com

February 9, 2018

**MEMORANDUM**

To: LW Executive Committee  
General Manager Kevin Flannery  
SSPC chair Richard Fisher

From: Ken Muir, M26

Subject: Strategic Planning

I am concerned that Leisure World does not seem to have a clear path ahead to do the strategic planning that the Board of Directors authorized last spring.

We appointed a five-member Special Strategic Planning Committee (SSPC) that began meeting in May. They put together a comprehensive report about strategic planning for Leisure World and recommended how we should move ahead. The report was presented to the Board November 21, 2017. The SSPC was asked to develop presentations to inform interested community members about why and how to do strategic planning. That is currently underway. What's next?

On page 9 of the November 21 report, there are 11 Next Steps recommended. The first two are:

- Approval by the LWCC of the overall approach developed by the SSPC; and
- LWCC approval for hiring consultants to carry out the process, estimated to cost \$125,000, plus budgeting \$25,000 for additional costs.

The ball is now in the Board of Directors' court. The committee has done what we asked of them. It's now time for the Executive Committee to discuss and the Board to act on the committee's recommendations.

I suggest the following actions for the Executive Committee (EC) and LWCC Board:

- After study, discussion, and possible amendment, the EC recommends a way forward on strategic planning to LWCC at its March meeting, with action steps and a timeline.
- After study, the EC determines and recommends a funding mechanism for the planning process. That funding mechanism will almost certainly have to include

The "elephant in the room" continues to be the Administration (or Resident Services) Building and Clubhouse I Site plan. If we continue moving forward with this project, I believe it will continue to distract and divide the community from needed strategic planning efforts. And, I believe we will need some funds for strategic planning from the same source as is planned to complete the site plan work.

Therefore, I propose the following for EC discussion and action:

- Staff should continue to work with the Montgomery Planning Board staff to secure the Board's approval of the Site Plan at an anticipated March meeting. I'm told that approval will be valid for a five-year period.
- LWCC suspends further development or construction on the Administration Building project until the end of the strategic planning process.
- Suspending further work on the Administration Building project will enable the Transfer Fund Reserves to not only provide a funding source for strategic planning, but to continue to grow to better fund whatever projects emerge from the strategic planning process.

I ask that this memo be included in the February meeting agenda of the EC.



*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Friday, February 16, 2018 12:54 PM  
**To:** thomas fisher  
**Cc:** members@townmeetingorganization.com; justus organization; LW Green; mont.Co.PlanningBoard@justus.group  
**Subject:** Tom Fisher: What a plan for LW future might look like

Tom: I quoted you in open forum @ this morning's Exec. Comm. meeting:

"I'm hearing more and more people advocate for a LW Strategic Plan (which would necessarily involve a good survey) before proceeding with the New Administration Building Project and I think that is the right thing to do."

slk

**From:** "Thomas Fisher" <[tfisher@cruzio.com](mailto:tfisher@cruzio.com)>  
**Date:** February 16, 2018 12:47:41 PM EST  
**To:** <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Subject:** FW: What a plan for LW future might look like

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**From:** Thomas Fisher [<mailto:tfisher@cruzio.com>]  
**Sent:** Friday, February 16, 2018 12:44 PM  
**To:** [board@lwmc.com](mailto:board@lwmc.com); '[execcomm@lwmc.com](mailto:execcomm@lwmc.com)'  
**Cc:** [aclwn@lwmc.com](mailto:aclwn@lwmc.com)  
**Subject:** What a plan for LW future might look like

02/16/2018

RE: What a Plan for LW's future might look like

To: LWCC Board of Directors,

I've been encouraged to share this with you by several people (including a member of your board) to help you get a better sense of what a Strategic Plan for LW might look like, thinking that may be helpful or of interest to you.

If you would like to see a pretty good example of a community survey and community plan for the future (think strategic plan), look at what might be

considered our twin in Walnut Creek CA (which is in N. CA). They have a long range plan they call a "General Plan"; and a community survey that supported it ("2010 Survey"). (go to [www.rossmoor.com /about/how we're managed/golden rain foundation](http://www.rossmoor.com/about/how-we're-managed/golden-rain-foundation)).

The owners directly elect their "LWCC like board" (called the Golden Rain Foundation) in annual general elections. They have a wealth of demographic data and knowledge about their population and empower them to be engaged and participate in major decisions.

**I'm hearing more and more people advocate for a LW Strategic Plan (which would necessarily involve a good survey) before proceeding with the New Administration Building Project and I think that is the right thing to do.**

I hope this is of some interest and help to you; and thank you for your time and attention.

Best Regards,  
Tom Fisher  
Mutual 15

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Friday, February 16, 2018 1:41 PM  
**To:** Shirley, Lori  
**Subject:** Planning Board Commissioners report

Lori:

1. the DAIC site (<http://eplans.montgomeryplanning.org/daiclinks/pdoxlinks.aspx?apno=820170120>) does not contain any documentation/report of the 11/30/17 hearing results re: Commissioners vote to "defer".

Where on the site is this to be found?

2. the result of trying to read the .pdf :

Additional Item	Submitted Supporting Documents	1/2/2018	32-SpaceNeedsAssessmentandPreliminarySystemsReviewReport-820170120.pdf	1
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Open the PDF = "The page cannot be displayed because an internal server error has occurred"

*slkatzman*  
*President, JustUs*  
[admin@justus.group](mailto:admin@justus.group)  
*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – "We cannot solve our problems with the same level of thinking that created them."



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Saturday, February 17, 2018 5:29 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization;  
members@townmeetingorganization.com  
**Subject:** emails being blocked by Kevin Flannery, LW General Manager

**From:** [monet\\_2@comcast.net](mailto:monet_2@comcast.net)  
**Date:** February 17, 2018 4:36:09 AM EST  
**Subject:** Undeliverable: Invitation to attend and assign Exec. Comm. representative to speak @ 3/1/18 Town Hall meeting

This should be shared with M-NCPPC, to let them know, exactly how well he communicates with the residents, who pay his salary.

He ignores those, whom he considers a problem and a threat to his domain, or he dislikes for whatever reason. He refuses to communicate with the residents, until he is forced to do so, by the County.

Anything, to meet his agenda and squelch the majoritie's.

Darlene Hamilton

**From:** "[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)" <[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)>  
**Date:** February 16, 2018 8:30:26 AM EST  
**To:** paul eisenhour <[Paule@lwm10.com](mailto:Paule@lwm10.com)>  
**Cc:** [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), justus organization <[justus@justus.group](mailto:justus@justus.group)>, mark fine <[mark@joshuasystems.com](mailto:mark@joshuasystems.com)>, richard thornell <[rpthornell@comcast.net](mailto:rpthornell@comcast.net)>  
**Subject:** re: Undeliverable: Mont. Room - 2pm Thur. Feb. 22

**Thank you Paul**

**Additionally, according to previous discussions with David Frager - Kevin Flannery did not have authority to block my personal email address ([mr.longpants@gmail.com](mailto:mr.longpants@gmail.com)) either. In so doing, he has blocked the ability to communicate with my own Mutual (MM) property manager and mutual staff. Likewise, you are requested to have his block removed from my personal email address.**

We will talk about the block he has placed on the "JustUs" email address ([admin@justus.group](mailto:admin@justus.group)) at a later date.

slk

**Subject:** Re: Undeliverable: Mont. Room - 2pm Thur. Feb. 22  
**From:** paul eisenhour <[paule@lwm10.com](mailto:paule@lwm10.com)>  
**Date:** February 16, 2018 6:50:38 AM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

...will speak to him of this upon his return... Paul

**From:** "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
**Date:** February 15, 2018 10:51:50 PM EST  
**To:** Eisenhour <Paule@lwm10.com>  
**Cc:** members@townmeetingorganization.com, mark fine <mark@joshuasystems.com>, richard thornell <rpthornell@comcast.net>  
**Subject:** Undeliverable: Mont. Room - 2pm Thur. Feb. 22

**To: Paul Eisenhour, Chair - Leisure World Community Corporation Board of Directors**

From: s.l.katzman, President - Town Meeting Organization

Paul:

You are requested to instruct Kevin Flannery, Leisure World General Manager and Jamie McDonald, Leisure World IT Director, to remove the block Kevin Flannery ordered be placed on this email ([admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)) address.

As you know, on Jan. 2, 2018 the LW E&R Advisory Committee voted to approve the Town Meeting Organization as a recognized LW club/group/organization. In order to fulfill the E&R policy, an email was sent from the then new Town Meeting Organization domain address, to E&R Director Maureen Freeman. That email was blocked. Today 2/15/18, an email was sent from this new email address to Ray & Connie (E&R front desk) to reserve a room for the 3/22/18 TMO planning committee-as seen below, it has been blocked.

Your reply and cooperation is appreciated.

slk

s.l.katzman  
president -  
town meeting organization

**From:** <postmaster@lwmc.com>  
**Date:** February 15, 2018 4:01:20 PM EST  
**To:** <admin@townmeetingorganization.com>  
**Subject:** Undeliverable: Mont. Room - 2pm Thur. Feb. 22



Your message to [rdesir@lwmc.com](mailto:rdesir@lwmc.com) couldn't be delivered.

**A custom mail flow rule created by an admin at [lwmc.com](http://lwmc.com) has blocked your message.**

Please be advised, your message has not been delivered to some or all recipients.

admin Sender	Office 365	<a href="http://lwmc.com">lwmc.com</a> Action Required
		<b>Blocked by mail flow rule</b>

### How to Fix It

An email admin at [lwmc.com](http://lwmc.com) has created a custom mail flow rule that blocks messages that meet certain conditions, and it appears that your message has met one or more of those conditions.

- Check the text above for a custom message from the email admin that may help explain why your message was blocked and how you might be able to fix it. For example, removing prohibited words from the message or sending the message from a different email account may be sufficient to deliver your message.

If you've tried and you're still not able to fix the problem, consider contacting the email admin at [lwmc.com](http://lwmc.com) to discuss what to do. While they're unlikely to remove or relax the rule, if you have a legitimate need to deliver your message they may offer guidance for how to do so.

---

### More Info for Email Admins

*Status code: 550 5.7.1\_ETR*

This error occurs because an email admin at [lwmc.com](http://lwmc.com) has created a custom mail flow rule that has blocked the sender's message.

In some cases, the sender can change the message so it no longer violates the rule. However, depending on the rule's conditions, it's possible that the only way to deliver the message is to change the rule itself, and only an email admin at [lwmc.com](http://lwmc.com) can do that.



Although it's possible the rule is unintentionally flawed or it's stricter than the admin intended, it may be working exactly as they want it to.

### Original Message Details

Created Date: 2/15/2018 9:01:14 PM  
 Sender Address: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
 Recipient Address: [rdesir@lwmc.com](mailto:rdesir@lwmc.com)  
 Subject: Mont. Room - 2pm Thur. Feb. 22

### Error Details

Reported error: *550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy*  
 DSN generated by: BN6PR10MB1777.namprd10.prod.outlook.com

### Message Hops

HOP	TIME (UTC)	FROM	TO	WITH
1	2/15/2018 9:01:16 PM	[10.32.19.254]	<a href="mailto:smtp.gmail.com">smtp.gmail.com</a>	ESM
2	2/15/2018 9:01:17 PM		<a href="mailto:mail-qk0-f177.google.com">mail-qk0-f177.google.com</a>	SMT
3	2/15/2018 9:01:17 PM	<a href="mailto:mail-qk0-f177.google.com">mail-qk0-f177.google.com</a>	BN3NAM04FT023.mail.protection.outlook.com	Micro cipher
4	2/15/2018 9:01:18 PM	BN3NAM04FT023.eop- NAM04.prod.protection.outlook.com	<a href="mailto:SN1PR10CA0079.outlook.office365.com">SN1PR10CA0079.outlook.office365.com</a>	Micro cipher
5	2/15/2018 9:01:18 PM	SN1PR10CA0079.namprd10.prod.outlook.com	BN6PR10MB1777.namprd10.prod.outlook.com	Micro cipher

### Original Message Headers

Received: from SN1PR10CA0079.namprd10.prod.outlook.com (10.164.10.175) by  
 BN6PR10MB1777.namprd10.prod.outlook.com (10.172.20.149) with Microsoft SMTP  
 Server (version=TLS1\_2, cipher=TLS\_ECDHE\_RSA\_WITH\_AES\_256\_CBC\_SHA384\_P256) id  
 15.20.506.18; Thu, 15 Feb 2018 21:01:18 +0000

Received: from BN3NAM04FT023.eop-NAM04.prod.protection.outlook.com  
 (2a01:111:f400:7e4e::203) by [SN1PR10CA0079.outlook.office365.com](mailto:SN1PR10CA0079.outlook.office365.com)  
 (2a01:111:e400:c47c::47) with Microsoft SMTP Server (version=TLS1\_2,  
 cipher=TLS\_ECDHE\_RSA\_WITH\_AES\_256\_CBC\_SHA384) id 15.20.506.18 via Frontend  
 Transport; Thu, 15 Feb 2018 21:01:18 +0000

Authentication-Results: spf=pass (sender IP is 209.85.220.177)  
 smtp.mailfrom=townmeetingorganization.com; [lwmc.com](mailto:lwmc.com); dkim=pass (signature was  
 verified) header.d=townmeetingorganization.com;lwmc.com; dmarc=bestguesspass  
 action=none header.from=townmeetingorganization.com;

Received-SPF: Pass ([protection.outlook.com](mailto:protection.outlook.com): domain of  
[townmeetingorganization.com](mailto:townmeetingorganization.com) designates 209.85.220.177 as permitted sender)

receiver=protection.outlook.com; client-ip=209.85.220.177;  
helo=mail-qk0-f177.google.com;  
Received: from mail-qk0-f177.google.com (209.85.220.177) by  
BN3NAM04FT023.mail.protection.outlook.com (10.152.92.73) with Microsoft SMTP  
Server (version=TLS1\_2, cipher=TLS\_ECDHE\_RSA\_WITH\_AES\_256\_CBC\_SHA\_P384) id  
15.20.506.19 via Frontend Transport; Thu, 15 Feb 2018 21:01:17 +0000  
Received: by mail-qk0-f177.google.com with SMTP id c128s01342034qkb.4  
for <rdesir@lwmc.com>; Thu, 15 Feb 2018 13:01:17 -0800 (PST)  
DKIM-Signature: v=1; a=rsa-sha256; c=relaxed/relaxed;  
d=townmeetingorganization.com; s=google;  
h=from:subject:date:message-id:to:mime-version;  
bh=G2WozTdqDdcnEN94/sOItbbWEQPnV/gRcCsDAHzcYuQ=;  
b=dbhEvGLWfZGIFhAzdzJw1Mqn42pbJD04e7p9YMWrnjciqGzMrktJeIMc39E7zpu92L  
O3ulprsitdPxVq2redc3lwGYQmpVQg2BEMoW/vp4lx+mRsJeE39R53bVcY+gc/t50JSy  
QNcFlA/NHerWjgs9TWtZgSMRruZh30bfcUkic6ogNI:jjY+JoUmrLCpXEoQdANT0bx3b  
hs7Tgs2QH1SmyOHuzJ1r81TqFidnXY5bIPm73WJiaqBQu5TnRHffdiIgiWmWW+H4JZhaI  
zKKfec/DOqlvpy45hF87wzr2sbMkhaaB2t7RoaFBv8XEzrPWhiaRHeH+XSLaK1VoFbJ  
WR1Q==  
X-Google-DKIM-Signature: v=1; a=rsa-sha256; c=relaxed/relaxed;  
d=1e100.net; s=20161025;  
h=x-gm-message-state:from:subject:date:message-id:to:mime-version;  
bh=G2WozTdqDdcnEN94/sOItbbWEQPnV/gRcCsDAHzcYuQ=;  
b=Ob1Ui2qK6WxTsX4I66/+ts3tU0aycKDZO78qrDh+sh6cdjYdtTjPazLkArX7UCwHP0  
eM5YipwPH2fInMqHP/zCEu+LswEkeWUin5n6kCIGPCeTKKT04QpwMVPWa2vpkCgbLYsB  
DW4Rfa4CofWV49k9ieJktJqhNyJDABDqOL0zGYNgydVwAUySbY00zvwSg3Jl651olFq  
dsB8fmVGbWfUCGIx1F4I3mo7qylIGQpO1+ckUQRHmAD+JqE5IyGihDrq9Km8qvSTuzc2  
6uijtzmSTglKrdL++HRnCCiue2/fj9evoToKldAOs6tF1RJJJaULWuKYE0zUZXzh2TFre  
9Q3w==  
X-Gm-Message-State: APflxPAIci/RBRgGkFJc+dikzL+h0vsOMHascJJShiHBwZ4FRQRHSWE9  
Phu4MuIFC4pNaqk1MZWJKtTAXIkQuJg=  
X-Google-Smtp-Source:  
AH8x227onZmDit/DzcnmqV7rCHwS5+J1LZL+BhaCyz9BVTp9VZPgy7hziHVW57yecjUhk7L26mlrIw==  
X-Received: by 10.55.212.150 with SMTP id s2Cmr5811812qks.85.1518728476855;  
Thu, 15 Feb 2018 13:01:16 -0800 (PST)  
Return-Path: admin@townmeetingorganization.com  
Received: from [10.32.19.254] (50-193-141-41-static.hfc.comcastbusiness.net.  
[50.193.141.41])  
by smtp.gmail.com with ESMTPSA id 20sm12696121qtr.19.2018.02.15.13.01.15  
(version=TLS1 cipher=ECDHE-RSA-AES128-SHA bits=128/128);  
Thu, 15 Feb 2018 13:01:16 -0800 (PST)  
From: "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
Content-Type: multipart/alternative; boundary="Apple-Mail-79--744604853"  
Subject: Mont. Room - 2pm Thur. Feb. 22  
Date: Thu, 15 Feb 2018 16:01:14 -0500  
Message-ID: <F1290AE6-A29F-44BC-8C37-CB99B1F63F28@townmeetingorganization.com>  
To: "ray (E&R)" <rdesir@lwmc.com>,  
Connie Rodgers <croddgers@lwmc.com>

# Appendix N

MIME-Version: 1.0 (Apple Message framework v1085)  
X-Mailer: Apple Mail (2.1085)  
X-EOPAttributedMessage: 0  
X-EOPTenantAttributedMessage: fd9e4061-e3b8-44fd-9963-4944efbc0ab4:0  
X-Forefront-Antispam-Report:  
CIP:209.85.220.177;IPV:NLI;CTRY:US;EFV:NLI;SFV:NSPM;SFS:(8156002)(2980300002)(438002)(189003)(199004)(36756003)(86362001)(50226002)(1096003)(59536001)(83716003)(95326003)(84326002)(2160300002)(110136005)(86582002)(63394003)(106002)(270700001)(57306001)(16586007)(60616004)(60626007)(16003)(33656002)(336011)(93516011)(16200700003)(53946003)(82746002)(77096007)(7596002)(564344004)(26005)(236005)(246002)(55920200001)(956003)(356003)(5660300001)(7636002)(8676002)(106466001)(569006);DIR:INB;SFP:;SCL:1;SRVR:BN6PR10MB1777;H:mail-qk0-f177.google.com;FPR:;SPF:Pass;PTR:mail-qk0-f177.google.com;MX:1;A:0;  
X-Microsoft-Exchange-Diagnostics:  
1;BN3NAM04FT023;1:mcYlPHQy22khLXfdseFOuBuSgF8GK42E0vDavQooGFrlme65ekstKT3Yqh9dhpNn7SYV0GRoGicUPypSgqKRgNQF9qlg4lpyLMElcI6qdoLEm6q5ZbZBYDM2ErkjR/dz  
X-MS-PublicTrafficType: Email  
X-MS-Office365-Filtering-Correlation-Id: 133cf4bf-6057-4b24-ba30-03d574b7421a  
X-Microsoft-Antispam:  
UriScan:;ECL:0;FCL:0;RULEID:(7020095)(5600026)(4604075)(4605076)(4608076)(1401068)(1402041)(71702078);SEVR:BN6PR10MB1777;  
X-Microsoft-Exchange-Diagnostics:  
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X-MS-TrafficTypeDiagnostic: BN6PR10MB1777;  
X-Microsoft-Exchange-Diagnostics:  
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X-Exchange-Antispam-Report-CFA-Test:  
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=?us-ascii?Q?5KBwTbLkw1ifsqEQ5rkQKmTt1lx1QW05zFi5QUJNMUgquRNPsxgPNj81zc7e?=  
=?us-ascii?Q?LBjQkosHQ6sSvJI1SE3C4iz/mutDUI7YM8z+Eku6GmbxeSX0HuV6HZ1yxvVo?=  
=?us-ascii?Q?NM6aCtLEC/XCW0bu1JBI/DVOI0IPXrQFy5T5X1VnF:wrQ=3D=3D?=-

X-Microsoft-Antispam-Message-Info:

JOzX83mGig/x76a3aOmUf0J45/DHC6uEVSMBQBNRYi/BCQ9myTw5J4QI1wFFL7PduzDQzOPgMo5EnYQsInz  
0C8jgJmCuzjSdV+LMhsfvOYBQ=

X-Microsoft-Exchange-Diagnostics:

1;BN6PR10MB1777;6:4kigbzmyczWORFsyfago9A4ZWXN/OtwaYMTpvSKhpweBPHmMD3gdVsyyXYqEPNG2  
QUn6kS2YkP4w0+9XtfrKN6QGoAifDkNYVZdTHasuAYAg9eLGgDRP53sWEGHOtv4d+X/nw0pJ2ksI7SQ1  
y1WKNoyQELECY4RRDetwRM7ytYwCXO1DBBWhXJd6AfJW0Nqiw13Ugtfrq5hh5vg1JE4+nnKFOtJJVMuZ  
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Reporting-MTA: dns;BN6PR10MB1777.namprd10.prod.outlook.com  
Received-From-MTA: dns;mail-qk0-f177.google.com  
Arrival-Date: Thu, 15 Feb 2018 21:01:18 +0000

Final-Recipient: rfc822;rdesir@lwmc.com  
Action: failed  
Status: 5.7.1  
Diagnostic-Code: smtp;550 5.7.1 TRANSPORT.RULES.RejectMessage; the message  
was **rejected by organization policy**  
X-Display-Name: ray (E&R)

From: "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
Date: February 15, 2018 4:01:14 PM EST  
To: "ray (E&R)" <rdesir@lwmc.com>, Connie Rodgers <croddgers@lwmc.com>  
Subject: **Mont. Room - 2pm Thur. Feb. 22**

*s.l.katzman*  
*president -*  
*town meeting organization*  
*admin@townmeetingorganization.com*

Subject: Undeliverable: Mont. Room - 2pm Thur. Feb. 22  
 From: [postmaster@lwmc.com](mailto:postmaster@lwmc.com)  
 Date: February 15, 2018 4:01:19 PM EST  
 To: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

## Office 365

Your message to [croddgers@lwmc.com](mailto:croddgers@lwmc.com) couldn't be delivered.

**A custom mail flow rule created by an admin at [lwmc.com](mailto:lwmc.com) has blocked your message.**

Please be advised, your message has not been delivered to some or all recipients.

admin Sender	Office 365	<a href="mailto:lwmc.com">lwmc.com</a> Action Required
		<b>Blocked by mail flow rule</b>

### How to Fix It

An email admin at [lwmc.com](mailto:lwmc.com) has created a custom mail flow rule that blocks messages that meet certain conditions, and it appears that your message has met one or more of those conditions.

- Check the text above for a custom message from the email admin that may help explain why your message was blocked and how you might be able to fix it. For example, removing prohibited words from the message or sending the message from a different email account may be sufficient to deliver your message.

If you've tried and you're still not able to fix the problem, consider contacting the email admin at [lwmc.com](mailto:lwmc.com) to discuss what to do. While they're unlikely to remove or relax the rule, if you have a legitimate need to deliver your message they may offer guidance for how to do so.

### More Info for Email Admins

Status code: 550 5.7.1\_ETR

This error occurs because an email admin at [lwmc.com](http://lwmc.com) has created a custom mail flow rule that has blocked the sender's message.

In some cases, the sender can change the message so it no longer violates the rule. However, depending on the rule's conditions, it's possible that the only way to deliver the message is to change the rule itself, and only an email admin at [lwmc.com](http://lwmc.com) can do that. Although it's possible the rule is unintentionally flawed or it's stricter than the admin intended, it may be working exactly as they want it to.

### Original Message Details

Created Date: 2/15/2018 9:01:14 PM  
 Sender Address: [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
 Recipient Address: [crodgers@lwmc.com](mailto:crodgers@lwmc.com)  
 Subject: Mont. Room - 2pm Thur. Feb. 22

### Error Details

Reported error: *550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy*  
 DSN generated by: DM5PR10MB1609.namprd10.prod.outlook.com

### Message Hops

HOP	TIME (UTC)	FROM	TO	
1	2/15/2018 9:01:16 PM	[10.32.19.254]	<a href="mailto:smtp.gmail.com">smtp.gmail.com</a>	ES
2	2/15/2018 9:01:17 PM		<a href="mailto:mail-gk0-f172.google.com">mail-gk0-f172.google.com</a>	SM
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Authentication-Results: spf=pass (sender IP is 209.85.220.172)  
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From: "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
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To: "ray (E&R)" <rdesir@lwmc.com>,  
Connie Rodgers <croddgers@lwmc.com>

MIME-Version: 1.0 (Apple Message framework: v1085)

X-Mailer: Apple Mail (2.1085)

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Arrival-Date: Thu, 15 Feb 2018 21:01:18 +0000

Final-Recipient: rfc822;crodgers@lwmc.com

Action: failed

Status: 5.7.1

Diagnostic-Code: smtp;550 5.7.1 TRANSPORT.RULES.RejectMessage; the message was rejected by organization policy

X-Display-Name: Connie Rodgers

From: "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>

Date: February 15, 2018 4:01:14 PM EST

To: "ray (E&R)" <rdesir@lwmc.com>, Connie Rodgers <crodgers@lwmc.com>

Subject: Mont. Room - 2pm Thur. Feb. 22

s.l.katzman  
president -

town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Subject:** Re: This is to confer w/you -re: Town Meeting Organization  
**From:** Leisure World News <[lwnews@lwmc.com](mailto:lwnews@lwmc.com)>  
**Date:** February 5, 2018 2:37:39 PM EST  
**To:** [richardpthornell@gmail.com](mailto:richardpthornell@gmail.com) <[richardpthornell@gmail.com](mailto:richardpthornell@gmail.com)>

This is all I needed - thank you for forwarding.  
MF

Maureen Freeman



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**From:** [richardpthornell@gmail.com](mailto:richardpthornell@gmail.com) <[richardpthornell@gmail.com](mailto:richardpthornell@gmail.com)>  
**Sent:** Monday, February 5, 2018 2:24:32 PM  
**To:** Leisure World News  
**Cc:** richard thornell  
**Subject:** This is to confer w/you -re: Town Meeting Organization

**Maureen:**

As Sheryl has written to you on Feb. 3, 2018, "If you wish to meet to discuss, please reply to schedule a date/time."

**From:** "[richardpthornell@gmail.com](mailto:richardpthornell@gmail.com)" <[richardpthornell@gmail.com](mailto:richardpthornell@gmail.com)>  
**Date:** February 3, 2018 1:09:31 PM EST  
**To:** Maureen Freeman <[lwnews@lwmc.com](mailto:lwnews@lwmc.com)>  
**Cc:** [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)  
**Subject:** This is to confer w/you -re: Town Meeting Organization

due to the block placed on our group email addresses - the following is being sent to Maureen Freeman from Richard Thornell:

**From:** <[postmaster@lwmc.com](mailto:postmaster@lwmc.com)>

Date: February 3, 2018 11:46:08 AM EST  
To: <admin@townmeetingorganization.com>  
Subject: Undeliverable: This is to confer w/you -re: Town Meeting Organization



Your message to [lwnews@lwmc.com](mailto:lwnews@lwmc.com) couldn't be delivered.

**A custom mail flow rule created by an admin at [lwmc.com](http://lwmc.com) has blocked your message.**

Please be advised, your message has not been delivered to some or all recipients.

admin Sender	Office 365	<a href="http://lwmc.com">lwmc.com</a> Action Required
		Blocked by mail flow rule

From: "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
Date: February 3, 2018 11:46:00 AM EST  
To: Maureen Freeman <[lwnews@lwmc.com](mailto:lwnews@lwmc.com)>  
Cc: richard thornell <[rpthornell@comcast.net](mailto:rpthornell@comcast.net)>, Janice McLean <[janicewmclean@gmail.com](mailto:janicewmclean@gmail.com)>, carole portis <[onomistee@aol.com](mailto:onomistee@aol.com)>, carolee rowse <[carolee.rowse@gmail.com](mailto:carolee.rowse@gmail.com)>  
Subject: This is to confer w/you -re: Town Meeting Organization

In fulfillment of E&R policy & procedures "Procedures for Newly Approved Organizations", the following Town Meeting Organization officers have been elected:

- President: S.L.Katzman
- Vice President: Janice McLean
- Treasurer:
- Carole Portis
- Secretary:
- Carolee Rowse

Planning meetings will be held as necessary - as needed room reservations will be requested by email or in person at the E&R front desk

## Appendix N

Although it has not been specifically decided, monthly Organization meetings are expected to be held monthly, room arrangements will be the responsibility of the President or in the alternative, Vice President.

If you wish to meet to discuss, please reply to schedule a date/time.

Thank you.

s.l.katzman  
president -  
town meeting organization



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Sunday, February 18, 2018 8:45 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Cc:** LW Board of Directors; tom conger; thomas fisher; robert namovicz; cpac@justus.group; eandr@justus.group  
**Subject:** Tom Conger: "Illogical Planning Process for Administration Building" - LW News 2-16-18

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 18, 2018 8:38:19 AM EST  
**To:** admin JustUs <admin@justus.group>  
**Subject:** Re: Tom Conger: "Illogical Planning Process for Administration Building" - LW News 2-16-18

The Leisure World "Special Strategic Planning Committee (**SSPC**) is holding two forums this week. They will be held on Tuesday, February 20, at 2:00 p.m. & Wednesday, Feb. 21 at 7:30 p.m...both in the Clubhouse II Auditorium.(announcement in the Leisure World News - February 16, 2018, page 6 )

The Committee, (**SSPC**), would be providing the Leisure World Community with a great service... **IF...** it would address the issues raised in the thoughtful article written by resident Tom Conger. His article can be found on page 8 in the Leisure World News - February 16, 2018. It truly is a "must read" for those believing in a common sense approach to planning...

Bob Ardike

## THOUGHTS & OPINIONS: *From Our*

### Illogical Planning Process for Administration Building

At the Nov. 30, 2017 hearing, members of the Maryland-National Capital Park and Planning Commission stated that Leisure World's board of directors should include residents in their planning before proceeding to a final submission to the commission for the Administration Building and Clubhouse 1 Site Improvements project. It's quite obvious to me that a significant portion of the residents of Leisure World feel left out of the decision making process in our community. For example, the number of residents who signed a petition calling for a referendum on the project is currently 2,000 and counting. Resident groups have held two "town hall" meetings attended by 325 (some of

whom were standing) and 275, respectively.

I sense a feeling of angst in our community, a realization that important decisions are being made by a small group of "power elite," who seem to think they know what's best for us. I believe their attempts at "citizen participation" have been feeble and inconsequential, to say the least. That is why the town hall format is so important. You have probably heard of the New England Town Hall Meetings. They were conceived with one idea in mind - to find out the wants and needs of the community by having all of its members participate in open discussions about issues of importance to them. Such meetings became the birthplace of community planning in America.

In earning a master's degree in community planning, I was taught that effective citizen participation was critical in the efforts to produce a master plan

that would truly represent the needs and desires of the community. Steps in producing such a plan included survey and analysis of the community's physical geography and environmental conditions, land use, demographics, transportation and public facilities. Goals and objectives were determined that related to the implementation of the plan. A capital improvements program was formulated to get to the "brick-and-mortar" stage of the community planning process. In other words, "we have envisioned what we want - now let's build it." Notice the logical, sequential process of formulating the plan first, then deciding, through the capital improvements program, how to get to our goals and objectives on the ground.

What we are currently witnessing in Leisure World is totally opposite of a logical, sequential process - it's the proverbial "putting the cart before the horse." The "power elite" seems intent on proceeding to build a new Administration Building. The second, and presumably final, public hearing to allow the site plan to advance is scheduled for March. We learned from a Jan. 5, 2018 article in the Leisure World News

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toda  
be h

slkatzman

President, JustUs

[admin@justus.group](mailto:admin@justus.group)

"JustUs" advocates to enhance the quality of life for all Leisure World residents



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**





Date: February 18, 2018

To: Casey Anderson, Chair, Montgomery County Planning Board

Lori Shirley, Area 2 Lead Reviewer, Montgomery County Planning Board

From: Elinor Walker, Resident and Unit Owner, Leisure World of Maryland (Mutual 14)

Subject: Deferred application, Leisure World Administration Building (Site Plan 820170120)

Enclosed are copies of a response I wrote to Linda O'Neill, President, Mutual 14 Board of Directors after she distributed to (I believe) all Mutual 14 residents a communication comprising a report by two Board Members of Leisure World of Maryland (or former Board members). This report outlines what is said to be the history of the current proposal to raze the current Administration Building and replace it with new construction. This is the project to which the Subject line refers.

Also attached is an unsigned, but authoritative, statement seemingly from a minority of LW Board members in 2013, outlining concerns about the decision to pursue this effort. These concerns are still largely unaddressed.

The decision by the Planning Board to defer action on the LW project was well taken. The Board should hold firm until or unless positive evidence is provided of resident support for the project.



Elinor Walker, 15100 Glade Dr. #2G, Silver Spring MD 20906

[walkerelinor@aol.com](mailto:walkerelinor@aol.com)

301-598-2384



Monday, January 22, 2018

To: Linda O'Neill, President, Mutual 14 Board of Directors

From: Elinor Walker

Subject: Report on Proposed New Administration Building

Thanks for passing on the report of the President and Secretary of the LWCC Board, on the history of the proposal for a new administration building.

Several questions came to mind as I was reading. I'll address them not in order of importance, but in order as they occurred to me while reading:

1. It must have been in 2014 ("two years later" than the 2012 presentation of building options to the board) that the architectural/engineering firm that did the original work on "options." A.R. Meyers, was replaced by another, Street Sense. There is no indication why the change was made, nor how—but one assumes there was no competitive process or it probably would have been mentioned. Street Sense, then, must have overseen the reno of the Terrace restaurant area. I have been there only once since it was completed, mainly because the acoustics are so bad that I couldn't carry on a conversation at the table. I've noticed in general that many of the older facilities of LW suggest no high priority on the needs of people with hearing loss, but the Terrace Room used to be reasonably comfortable in that way. Street Sense seems to have brought that to an end.
2. The description of the decision process the Board underwent does not mention any discussion of possibly consulting the residents in some formal (or even informal) way. This is the key failure of the Board, and has led to the enormous resentment at large in the community. It has fostered the impression that the entire "decision" process was manipulated by the Administration to enrich its own facilities and let contracts to favored firms. This impression is reinforced by the fact that the Board has ignored and/or sneered at the petition signed by more than 2,000 residents—a large number, considering that it was circulated without support of management.

(As I'm sure you know, this behavior also has highlighted and called into question the rather attenuated way in which residents are "represented" at LWCC Board meetings. I find it interesting that the question of a new name for the community was thrown open to residents, yet this much more practically consequential issue was not.)

3. It is said that the new building "will reduce maintenance and operating costs" and potentially "reduce each owner's share of the cost...." A time frame is not presented. One wonders how long it would be before the costs were amortized.

To my mind, the report you have shared with us is not persuasive that the decision to push forward with a new building was well considered and appropriate.

It is my plan to share this memo and the report with the Park and Planning officials who recently have been considering the plans for the building. I shall also share it with various other residents as opportunities arise.

Very truly yours,

Elinor Walker

15100 Glade Dr. #2G (Building 11-Unit G)

Silver Spring MD 20906

301-598-2384

walkerelinor@aol.com

Attachments:

1. Notice to Mutual 14 Residents from Linda O'Neill, President - undated, rec'd in January 2018
2. View of minority of CPAC members, June 23, 2013

**To: The Residents of Mutual 14**  
**From: Linda O'Neil – President**  
**Subject: The Proposed New Administration Building**

During the past year there has been a lot of controversy over a proposed new Administration Building (which should have been called a 'Residents' Services Building!...). Some of you are new residents in Leisure World and some of you have been on the periphery of what has been going on. The intent of this letter is to give you some background and where we are now.

This is a very important question because it involves spending a lot of money as well as dealing with varied opinions in the community.

### **History on how this proposal originated**

In 2012, the Leisure World Community Corporation Board asked Management to develop a comprehensive Facilities Enhancement Plan (FEP) based on the initial efforts of the Community Planning Advisory Committee including proposals for an Administration Building and recommendations from various Leisure World Advisory Committees. The purpose was to assure that Leisure World would remain an attractive residence for those 55 and over. (See "Facilities Enhancement Plan Invests in Community's Future", *Leisure World News*, Oct. 6, 2017)

The Community Planning Advisory Committee presented the Administration Building renovation options in August 2012, as proposed by A. R. Meyers + Associates, an architectural firm. Early in 2013, five Leisure World Advisory Committees (Golf and Greens, Education and Recreation, Tennis, Physical Properties, and Restaurants) presented ideas for improvements in the areas for which they are responsible.

When compiled, the FEP included seven projects: Rehabilitation of the Crystal Ballroom, Clubhouse Grill, Stein Room and Terrace dining rooms; Reconfiguring the Maryland Room; Renovating the PPD Customer Service area; Cleaning the golf course irrigation pond; Building a new Fitness Center, and finally, Administration Building and Clubhouse I improvements. Some Golf Course enhancements were part of the original FEP project but were placed on hold by the Board.

The Meyers firm looked at the existing Administration Building, adequacy of space, and building systems. Their work took into account the estimated requirements for supporting all the requirements identified at that time. In their 2012 report, they presented three floor plans: (1) the Existing Building reconfigured to incorporate updated space requirements; (2) the Existing Building with an Addition; and (3) A Proposed New Administration Building.

**What were the pros and cons of each?**

**Renovating the existing building** was estimated to cost \$2,240,200 and would involve:

- Moving all staff to portable buildings in the parking lot for about nine months;
- Reconfigured and updated but no additional total space (16,634 sq. ft.);
- Loss of rental income from Weichert Real Estate and Bank during renovation;
- Removing asbestos & upgrading all existing systems to meet Code requirements.

**Renovating the existing building and adding a 3,075 sq. ft. addition** (next to existing administrative offices, across the driveway from Veterans Park) was estimated to cost \$3,123,975 and would involve:

- Moving staff to portable buildings in the parking lot for about nine months - some staff could be accommodated in the new wing if it were built first;
- Adding 3,300 sq. ft. of additional space to accommodate all proposed functions for efficient operations;
- Loss of rental income from Weichert Real Estate and Bank during renovation;
- Removing asbestos & upgrading all existing systems to meet Code requirements.

**Building a new two-floor, 19,709 sq. ft. Administration Building** on the south side of the parking lot, demolishing the current building and converting it into a parking area, estimated to cost \$5,178,250.

The Leisure World Community Corporation Board was not happy with the Administration Building proposed changes and asked for additional options.

**A Final Plan for the Administration Building**

Almost two years later with the help of skilled professional architectural and engineering support, (Meyers was replaced by Smart Sense) and after extensive review at its November 2015 meeting, the Leisure World Community Corporation Board approved Site Plan H, as recommended by the Community Planning, Education & Recreation, Restaurant and Security & Transportation Advisory Committees and management. The site plan includes a driveway, next to the existing walkway between Clubhouse I and the current Administration Building, and close in handicapped parking adjacent to Club House 1, At the entrances to the Clubhouse Grill, Terrace Room, and a new Administration building, there will be short, covered walkways to a vestibule for each entrance, making access much easier for the handicapped. (The proposed facility and new site plan were inscribed in a *Leisure World News* article, April. 7, 2017).

Why and how?  
Competition?  
did S.S. venue restaurant what?

## Why did the Leisure World Community Corporation Board choose the new building option?

- Space analysis studies performed by two architectural firms determined that the square footage required for all administrative functions is 20,000 to 22,000 square feet. The current building size is 16,634 square feet.
- The current Administration Building dates to the 1960s; it was built as a sales office, not as an administration building. The administration staff has grown considerably over the 50 years as the community has grown. The building's mechanical and electrical systems are very outdated and there are too many unknown required code update costs that may arise in trying to makeover an old building. (Nearly \$100,000 in needed repairs was discovered in the rehab of Club House I Ballroom and Restaurants). In the end, we would still have a too-small 1960s building, however nicely remodeled. The lack of employee space and adequate meeting facilities would still exist.
- Building a modern new building, not only up to code, but with the latest conservation techniques, will reduce operating and maintenance costs for many years. Those lower costs could reduce each owner's share of the cost of operating Trust properties. Additionally, the building will be designed with upgraded meeting facilities for community use.
- Currently, access to Club House I activities and restaurants can be very difficult for those who are handicapped. If dropped off at the front door, there is still a long walk to Restaurants and other facilities and drivers have to go a long way to park their car. The new site plan makes access to Club House 1 and its Restaurants / facilities much easier for our aging residents.
- Remodeling or adding to the existing building would mean putting temporary offices in the parking lot and disrupting employees and the flow of work for 9 months and limited parking availability for Club House 1.
- I understand that many trees will be cut down to make room for the new building, but many more will be planted as replacements. They won't be as mature, but the area will be much "greener" in the long run.

*When factor?  
- pay off?*

## Are the cost estimates in current dollars?

No, except for the new road and Club House 1 plan improvements, these are the initial 2012 cost estimates, but includes a contingency fee for unforeseen costs. Estimated construction costs for the new building and Club House 1 improvements are \$7.2 million. Undoubtedly it will cost more today than was estimated five years ago, but this is true for any option chosen.



**How is this to be paid for, whatever option is chosen?**

All new Leisure World owners pay a 2% (of selling price) Transfer Fee to Leisure World as part of their settlement costs. The money is available only for improving community facilities. Currently, unit sales have been producing about \$1.5 million annually. The annual amount depends on the current sales market. All Facility Enhancement Plan costs are to be paid from **Transfer Fee funds**. There are no plans for incurring any debt, or making assessments against current or future residents.

**Is that realistic?**

Estimates, whether of costs or revenues, are just that—estimates. Reality may be different. Financial projections and FEP costs have been estimated through 2020. These projections show that Transfer Fee revenues will cover construction costs each year, with the balance in the Transfer Fund ranging from a high of \$4 million to a low of \$741,838 in the beginning of 2020, and increasing again from there.

*what other  
uses for  
Fund?*

**How has the Board voted at Leisure World Community Corporation meetings?**

The Board of the Leisure World Community Corporation Board, has consistently voted for construction of a new Administration Building. At last count there have been 13 different votes on the project, from the initial approval of the new administration building proposal. Finally, there was an appropriation for consultants to complete the regulatory submission process which is now underway.

**Where are we now with the Administration Building?**

On November 30, 2017 Leisure World presented a site plan to the Montgomery County Planning Board which controls and governs construction in the county. Their responsibility is technical and intended to insure the construction details and environmental concerns are all accounted for. Management believed the hearing was going to address the technical aspects of the Leisure World Site Plan for a new Administration Building and Club House 1.

After the technical presentation, some residents raised three issues: the legality of the elected representatives to the Leisure World Community Corporation Board as they were not directly voted to serve on the LWCC Board by the residents, that residents were not being consulted on the Administration Building site plan and the plan merit, and that there was not an invasive analysis of the existing Administration Building. These residents do not speak for the majority of residents in Leisure World.

The Montgomery County Planning Board did not vote on the site plan as they had a technical issue with steps and seem to be concerned of the issues brought out by the residents who spoke at the meeting. A new hearing will be scheduled by the Montgomery County Planning Board in a couple of months. Leisure World has met with the planning board staff to resolve the site plan technical issues.

## **Leisure World Governance**

Leisure World has 29 separate communities (a Home Owners Association, 27 Condominiums and a Co-op, each known as a Mutual). Each Mutual has its own separate governance and is governed by its individual governing documents. A Mutual, based on its governance documents, elects representatives to a Leisure World Community Corporation Board which is a master Home Owners Association governing body for the trust properties. Some Mutuals based on their number of units have a number of directors on the Leisure World Community Corporation Board. The representative is a current or past director elected by the owners to serve on the Mutual Board.

## **Resident Participation**

The Leisure World community has sixteen Advisory Committees at which each Mutual can have a representative. Every year I ask all the residents of our Mutual if they wish to participate in the overall community governance and make decisions for the benefit of Leisure World. Many of our residents are members of these Advisory Committees. These Advisory Committees meet every month in an open meeting with an agenda to do the business of a community with over 8,000 residents. These Advisory Committees recommend changes and enhancements to the community and delve down into the details for implementation to improve the life style of the community. To name just a few Advisory Committees that are relevant to the site plan for the Administration Building and Club House 1: Community Planning, Education and Recreation, Energy, Landscaping, Physical Properties, Restaurant, Golf & Greens, and Security and Transportation.

Over the past four years these Advisory Committees, in open meetings, have recommended changes to the community facilities for better service to the residents. Any resident can attend and can speak at a committee meeting and give their comments and suggestions on any project. Residents of our Mutual have attended these meetings and offered suggestions for community improvements. This all took place in fair open discussions where residents participate prior to a vote on agenda items.

These committees with over 200 members representing the community, in coordination with each other, established the Facility Enhancement Plan (FEP) to upgrade the community facilities. At each of these open meetings the members voted on the changes. Representatives from our Mutual currently are and were members of these Advisory Committees. The proposed changes to the community facilities were publicized in the Leisure World newspaper, shown on TV, and also discussed at community wide open meetings.

This was all accomplished with the help of skilled professional architectural and engineering support who looked at the physical and logistic needs for services at an administration building. The committees presented options with technical plans to the Leisure World Community Corporation Board for public comment and a final vote. The overall site plan was integrated with the need for changes to the Club House 1 entrances with respect to better access and parking for individuals who are physically challenged.

The plan has been implemented to date with resident input. When a new Administration Building option was selected by the Leisure World Community Corporation Board, more complaints were made by some residents.

## **Administration Invasive Study**

An explicit concern expressed by some residents on the Facility Enhancement Plan was that residents had requested that the Leisure World Community Corporation Board look at doing an invasive study of the current Administration Building to see if the building could be continued to be used. This was voted down in November 2014 by the Leisure World Community Corporation Board in a very close vote. Residents still insisted that this be looked into. In late 2016 the Leisure World Community Corporation Board requested that a report be provided to the community relative to an Administration Building Invasive Study.

An Administration Invasive Study report was presented at a meeting in February 2017 which looked at the 50-year-old building infrastructure. The building, originally built as a sales office, now handles the financial administration services for 29 Mutuels, unit resales, individual property management services, post office services, security services, a bank for the community, and supports over 5200 residential units and over 8000 residents. It also houses offices for Montgomery Mutual as well as a small meeting room for Mutual and trust business.

In the report it stated the lack of space, requirements and costs to renovate, expand or construct new, as well as the infrastructure problems that needed to be addressed. The report listed ten applicable State and County codes and addendums that would need to be investigated to bring the 50-year-old building into compliance with current standards.

- 2015 International Building Code
- 2010 American Disabilities Act Accessibilities Guidelines
- 2015 Mechanical Code
- 2014 NFPA70 National Electric Code
- 2015 International Energy Conservation Code
- 2013 NFPA72 Fire Alarm Code and 2013 State Adoption Fire Prevention Code
- 2015 NFPA 101 Life Safety Code and 2015 State Adoption Fire Prevention Code
- WSSC Plumbing Code
- 2013 HFPA 13R/13 Commercial Sprinkler Code and 2013 State Adoption Fire Prevention Code
- 2012 International Green Construction Code (new code adopted in 2016 by the county)

It was reported that continuing ongoing repairs and modifications to the Administration Building over time have already indicated deficiencies in these areas, such as having to remove all the asbestos, mold issues, provide upgraded and new mechanical systems, replacement of obsolescent electrical systems, compliance with safety/fire code requirements (addition of sprinklers and fire alarm systems), plumbing system upgrades, and compliance with Montgomery County's new "Green Construction Code."

The report noted that nearly \$100,000 had to be spent in required, previously unknown

infrastructure repairs during the recent upgrading/rehabilitation of Club House I. A list of the items was also included, and it was noted that Club House I had been previously upgraded/rehabilitated in 1995/6. Because Club House I was built at about the same time as the Administration Building, it's reasonable to believe that similar structural problems exist.

The entire invasive project was estimated to take approximately nine months before the final report is submitted to the board. The cost of an invasive study was estimated to be between \$100,000 and \$150,000, including \$6,000 just to prepare the bid package. The report noted the costs of delaying the construction of a new building. The report stated that approximately \$550,000 in maintenance and replacement costs could potentially be saved on the existing building if the planned new building continues as schedule. Moreover, the report estimated that a delay in the schedule of the new building could possibly increase the construction costs by 4% to 5% a year.

During open discussions at the meeting, a point was made that, with an invasive study you "open things up." When things are sealed, certain adverse situations are not harmful. When opening a ceiling or wall in a 50-year-old building, we will find problems that must be fixed immediately (like asbestos & mold) which could have consequences that must be immediately rectified, staff relocation, disruption of administrative services, and unscheduled costs. This would entail unanticipated costs which would be borne by the unit owners and in the worst case the cost of relocation of the staff and support services in the building because of the invasiveness process.

In summary, in February 2017 the Leisure World Community Corporation Board of Directors in a 31 to 2 vote (the Chair only votes if there is a tie, or to create a tie which defeats a resolution) , did not approve an invasive study because the cost of doing the study would: just provide additional information on the known building problems in infrastructure, building code required changes; the invasiveness of the study is a risk in itself to the current administration operations; and that other Club House 1 access issues would not be solved.

This report was compiled by David Frager and Henry Jordan president and Secretary of the LWCC Board of Directors.

Linda O'Neil, President of Mutual 14



Not signed, but seemingly the view of a <sup>minority</sup> of members of LW's Community Planning Advisory Committee

June 23, 2013

**Another view on Administration Building proposals**

**Preface**

CPAC previously endorsed the Administration Building space needs assessment, and its current membership is reluctant to reverse that endorsement. For the reasons set forth here, and for other reasons that time and limited documentation opportunity do not allow for, it is the view of some current CPAC Members, that this Facilities Improvement plan should be extensively modified during the remainder of 2013, and that the needs and solutions should be considered anew. All members of CPAC stand ready to actively participate in this endeavor. While some members are reluctant to follow this recommended course of action, ALL of us wish LWM to proceed to an efficient, cost-effective, attractive and fully functional resolution, within a very short time frame.

1. The bases for action proposed by Management and by A.R. Meyers are inaccurate and do not form a good basis for action.
  - a. The statement the building, at 45 years of age, is so outmoded and non-functional that its destruction should be considered is without merit. MUCH of Leisure World is 45+ years old; homeowners cope by renovating and renewing. So should the owners of the Administration building.
  - b. All around us in the "real" world there exist functioning buildings built much more than 45 years ago that have been rehabilitated and remain serviceable. The Third option proposed is without sufficient merit to be considered.
  - c. No adequate case is made for needing additional space. As suggested by Norman Dreyfuss when analyzing the potential for a "fourth option," the existing building "provides more than adequate space for current and reasonably projected needs;" this conclusion is strengthened by examining data at the end of this statement.
2. Relatively minor rational reallocation of the existing building will be less costly, and provide for continued, more than adequate functionality. The proposals presented fail to address these reallocations, examples of which follow:
  - a. There is no reason to expand space for real estate, the post office, or to provide additional leasable space. A real-estate sales presence can be maintained in considerably less space than is currently leased; minor adjustment in post office space can be accommodated within the existing footprint of the building, and there is no demonstrable case for creating new space for leasing-out. The rationale for retaining a full-service bank should be explored with the current tenant; passing on to them the cost of adding space if built, should be explored<sup>1</sup>. The building should address LWM NEEDS, and not be a source of income.
  - b. Expansion of the Sullivan Room, from 742 sq. ft. to over 1200 sq. ft., as proposed in expansion options, is not justified. A modest, reasonable improvement should be made.
  - c. Continuing to provide space for functions like a huge Atrium, Security, File space and other separable functions (that have not been adequately explored to date) are needlessly costly. Maintaining functions in the Administration Building, that could effectively be located elsewhere, such as in Club House II, have not been considered in any of the proposals. (In fact, the underutilization of CH II space should be carefully examined before costly additions are pursued; Administration space needs should not be considered in isolation as in currently offered options.)

<sup>1</sup>Calculated From AR Myers Option Document, estimated at \$491,000 for Option 1; \$586,468 for Option 2; and \$931,339 for Option 3.

- d. Perpetuating misuse of space in the existing Atrium generates a false “need;” an attractive AND functional entry area should be designed.
- e. Use of available space in Club House II to accommodate staff during renovation of the Administration Building should be further explored as an alternative to temporary trailers.
- 3. Assumptions about future space needs are inadequately, and incorrectly considered, and lead to false premises for the current proposals.
  - a. While it is recognized that current space allocations are undesirable, the premise that staffing will increase in future is not supported.
  - b. Staffing has reached a peak; *no* additional housing will be built in LWM, so additional staff should not be required.
  - c. Adoption of modern management practices can actually *reduce* staffing requirements. For example, using available technologies for information processing and records storage can reduce or eliminate assumed space “needs.” None of the proposals adequately consider these efficiencies.
  - d. Staff projections indicate that, even without adoption of reasonable efficiencies, Administration staff numbers for FY 2014 are virtually the same as in FY 2005<sup>2</sup>. Additional staff numbers need not be accommodated in this building; in fact, having space available might only encourage staffing increases.
  - e. Costs of implementing Option 2 or 3 are excessive, and do not represent reasonable cost/benefit analysis <sup>2</sup>.

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<sup>2</sup> Calculated from AR Myers Options Document: Option 1 is \$133/sq. ft.; Option 2 is \$158/sq. ft.; Option 3 is \$252/sq.ft.

<sup>3</sup> From on-line budget documents for FY 2014.

	Administration Positions									
Year	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Full	35	37	36	36	36	35	35	33	34	34

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Tuesday, February 20, 2018 10:15 AM  
**To:** Shirley, Lori  
**Cc:** justus organization; members@townmeetingorganization.com  
**Subject:** Planning Board Commissioners report

**Importance:** High

Hi Lori:

1. After much searching, I finally found the "news" link to which you refer in your second paragraph below:

<http://montgomeryplanningboard.org/update-leisure-world-administration-building-clubhouse-site-plan/>

2. The DAIC site has always presented a problem - it is never fully operational.

When will the DAIC site reflect ALL of the documents in this case as well as ALL OF THE RESIDENT LETTERS submitted?

slk

**From:** "Shirley, Lori" <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
**Date:** February 20, 2018 9:59:54 AM EST  
**To:** "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>  
**Subject:** RE: Planning Board Commissioners report


Sheryl,

The short answer is, last Friday the DAIC system was having significant technical issues including Department staff's inability to open documents in it. I was checking on a number of documents on Friday that had been sent to the DARC Division for scanning in to the respective project file. In one case, the metadata had not been loaded by the System Administrator. I contacted the Administrator and he loaded the metadata. This morning I went back in to that project in DAIC and found the letter I am looking for is still not viewable in the System. There appears to be lingering issues with DAIC again this morning, similar to what was happening last Friday. I will discuss this with the Administrator this morning once he's available. The error message you received when you tried to access documents in the Leisure World Site Plan file in DAIC is exactly the message I was getting last Friday. However, in some instances, a message was coming from the System that it was 'not responding due to a long running script' and there was more than one option regarding how to address the problem. All that having been said, I was not able to access several documents in DAIC (and in a couple of instances could not locate a document in a project file that had been scanned in last Fall).

Shortly after the December 2017 Statement was available it was posted on the Planning Board's web page (select the 'News' tab and scroll down to 12/12/17 to read it). I also sent it for scanning in to DAIC to supplement the other areas where the Statement is located on our web site. The Statement is also on the Area 2 Home page; please go to that page and you'll see it there as an update among several Area 2 projects. Remember to, I sent an e-mail to the numerous LW residents who had e-mailed me. As long as I had a resident's e-mail address, the Statement was sent to them directly with a request that they tell their LW



neighbors and friends about the continued hearing status. Nicole Gerke also had the Statement published in the LW community newspaper in mid-December.

Lori Shirley  
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Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue  
Silver Spring, Maryland 20910  
T 301-495-4557  
F 301-495-1313  
E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)  


---

**From:** [admin@justus.group](mailto:admin@justus.group) [mailto:admin@justus.group]  
**Sent:** Friday, February 16, 2018 1:41 PM  
**To:** Shirley, Lori <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
**Subject:** Planning Board Commissioners report

Lori:

1. the DAIC site (<http://eplans.montgomeryplanning.org/daiclinks/pdoxlinks.aspx?apno=820170120>) does not contain any documentation/report of the 11/30/17 hearing results re: Commissioners vote to "defer".

Where on the site is this to be found?

2. the result of trying to read the .pdf :

Additional Item	Submitted Supporting Documents	1/2/2018	32-SpaceNeedsAssessmentandPreliminarySystemsReviewReport-820170120.pdf	1
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Open the PDF = "The page cannot be displayed because an internal server error has occurred"

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Tuesday, February 20, 2018 10:45 AM  
**To:** Shirley, Lori  
**Cc:** justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** : Planning Board Commissioners report  
**Importance:** High

the presentations by LW are receiving very low turn out - assuredly, there will be many more emails from LW residents expressing their rejection of this new building scheme - their attempt to propogandize the changing the name from "administration building" to "resident services building" has been identified as "lipstick on a pig" and "a rose is a rose is a rose"

Please email to advise when the project's staff report/appendices containing "the high number of e-mails" is made available online.

Thanks

slk

**From:** "Shirley, Lori" <lori.shirley@montgomeryplanning.org>  
**Date:** February 20, 2018 10:30:39 AM EST  
**To:** "admin@justus.group" <admin@justus.group>  
**Subject:** RE: Planning Board Commissioners report

Sheryl,

The resident e-mails and letters we're receiving as of 12.1.17 will be available in the staff report supplement for the continuation of the Planning Board hearing this Spring, after the revised plans have been presented at the 29 Mutuals. There is a high number of e-mails that we've received at this time and these by Department practice are made available as attachments to a project's staff report (or in this project as in appendices due to the high number of e-mails).

Lori Shirley  
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**Subject:** RE: Planning Board Commissioners report

Sheryl,

The short answer is, last Friday the DAIC system was having significant technical issues including Department staff's inability to open documents in it. I was checking on a number of documents on Friday that had been sent to the DARC Division for scanning in to the respective project file. In one case, the metadata had not been loaded by the System Administrator. I contacted the Administrator and he loaded the metadata. This morning I went back in to that project in DAIC and found the letter I am looking for is still not viewable in the System. There appears to be lingering issues with DAIC again this morning, similar to what was happening last Friday. I will discuss this with the Administrator this morning once he's available. The error message you received when you tried to access documents in the Leisure World Site Plan file in DAIC is exactly the message I was getting last Friday. However, in some instances, a message was coming from the System that it was 'not responding due to a long running script' and there was more than one option regarding how to address the problem. All that having been said, I was not able to access several documents in DAIC (and in a couple of instances could not locate a document in a project file that had been scanned in last Fall).

Shortly after the December 2017 Statement was available it was posted on the Planning Board's web page (select the 'News' tab and scroll down to 12/12/17 to read it). I also sent it for scanning in to DAIC to supplement the other areas where the Statement is located on our web site. The Statement is also on the Area 2 Home page; please go to that page and you'll see it there as an update among several Area 2 projects. Remember to, I sent an e-mail to the numerous LW residents who had e-mailed me. As long as I had a resident's e-mail address, the Statement was sent to them directly with a request that they tell their LW neighbors and friends about the continued hearing status. Nicole Gerke also had the Statement published in the LW community newspaper in mid-December.

Lori Shirley  
Planner Coordinator  
Area 2 Division  
Montgomery County Planning Department  
8787 Georgia Avenue

Silver Spring, Maryland 20910  
 T 301-495-4557  
 F 301-495-1313  
 E [Lori.Shirley@montgomeryplanning.org](mailto:Lori.Shirley@montgomeryplanning.org)  
 W [MontgomeryPlanning.org](http://MontgomeryPlanning.org)

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From: [admin@justus.group](mailto:admin@justus.group) [<mailto:admin@justus.group>]  
 Sent: Friday, February 16, 2018 1:41 PM  
 To: Shirley, Lori <[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)>  
 Subject: Planning Board Commissioners report

Lori:

1. the DAIC site (<http://eplans.montgomeryplanning.org/daiclinks/pdoxlinks.aspx?apno=820170120>) does not contain any documentation/report of the 11/30/17 hearing results re: Commissioners vote to "defer".

Where on the site is this to be found?

2. the result of trying to read the .pdf :

Additional Item	Submitted Supporting Documents	1/2/2018	32-SpaceNeedsAssessmentandPreliminarySystemsReviewReport-820170120.pdf	1
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Open the PDF = "The page cannot be displayed because an internal server error has occurred"

*sil Katzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*

Albert Einstein – **"We cannot solve our problems with the same level of thinking that created them."**

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Tuesday, February 20, 2018 4:47 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** (administration building) Project Documentation

**From:** "Feldmann" <jjf3353@comcast.net>  
**Date:** February 20, 2018 12:00:21 PM EST  
**To:** <admin@justus.group>  
**Subject:** FW: Project Documentation

Sheryl,

Just want to share my email below with you. Nicole has neither acknowledged receipt of my email nor replied. I am not holding my breath waiting for a response. Just more documentation on LW's indifference to owners/stakeholders.

John

---

**From:** Feldmann [mailto:jjf3353@comcast.net]  
**Sent:** Thursday, February 8, 2018 1:49 PM  
**To:** 'ngerke@lwmc.com' <ngerke@lwmc.com>  
**Subject:** Project Documentation

Hi Nicole,

Thank you for your excellent presentation yesterday at Greens II. Being one of the new owners, 3 and ½ years, I have limited knowledge about the new admin building project. I would like to review some of the documentation for the admin building and hope that you or someone can make it available either on paper or digitally posted to the LW secure website. The documentation that I would like to review is as follows:

- Final **LW** requirements documentation for the new building that was sent out for bidding, as well as, any subsequent major changes (any change that would cost \$10,000.00 or more)
- Actual requirements that went out for bidding and any subsequent major modifications to the requirement document
- LW independent cost estimate including the assumptions and risk the costs figures were derived from
- The responses to the LW requirement document



## Appendix N

- Cost documentation by the company that provided the current \$5,000,000.00 to \$7,000,000.00 projection is based on including the assumptions and risks
- Maintenance history for the admin building that identifies the mandatory recurring maintenance, actual recurring maintenance performed, and all the non-recurring maintenance for the last 15 years 2002-2017 to include actual costs for maintenance by calendar year
- A list of compiled questions and answers from all open forums presentations/briefings/updates since 2012 conducted for residents/owners
- Your PowerPoint presentation from yesterday

Please provide all the requested documents above that are currently available as soon as possible and advise when the remaining documents will be available. If any of these documents are currently available on the LW website, please send me a link. I know that you are busy going to all the mutual; if there is anyone else who can provide the documents please have them do so, Thank you.

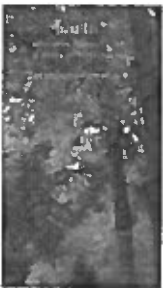
John

*slkatzman*

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**Sent:** Tuesday, February 20, 2018 7:54 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** LW Board of Directors; LW Exec. Committee; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** strategic planning advisory committee presentation 2-20-18

1. The Strategic Advisory Committee community presentation is not only too long and rambling, it fails to identify, item by item, exactly what a contractor as requested to be hired by the Committee, will actually provide.

While declaring the residents/stakeholders are an integral part of this "plan", the closing power point slide in todays presentation states resident comments would be held to 1 min. This after the Chairman of the LW BOD had the audacity to start the presentation by stating there will be no discussion about the administration building!

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3. The Executive Summary found in the 11/28/17 LW BOD agenda packet - displays an ironic reference: "The Leisure World of Maryland Board". Representatives are **selected** to the "Leisure World Community Corporation" a homeowners association, not the wholly owned subsidiary management entity "Leisure World of Maryland".

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**Shirley, Lori**

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**From:** JustUs admin <admin@justus.group>  
**Sent:** Wednesday, February 21, 2018 11:00 AM  
**To:** sharon otto; dick fisher; arthur popper; mont.co.planningboard@justus.group; LW Board of Directors; LW Exec. Committee; LW Green; JustUs; members@townmeetingorganization.com; kathy kinsella; Thomas Fisher  
**Subject:** Fwd: strategic planning advisory committee presentation 2-20-18

**From:** JudyR <justroses@verizon.net>  
**Date:** Wed, Feb 21, 2018 at 10:50 AM  
**Subject:** Re: strategic planning advisory committee presentation 2-20-18  
**To:** admin@justus.group, mont.Co.PlanningBoard@justus.group  
**Cc:** LW Board of Directors <board@lwmc.com>, "LW Exec. Committee" <execcomm@lwmc.com>, justus organization <justus@justus.group>, members@townmeetingorganization.com, LW Green <lwgreen@justus.group>

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Judy Rosenthal  
Mutual 19A

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**To:** mont.Co.PlanningBoard@justus.group ; Undisclosed-recipients:  
**Cc:** LW Board of Directors ; LW Exec. Committee ; justus organization ; members@townmeetingorganization.com ; LW Green  
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**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Thursday, February 22, 2018 8:49 AM  
**To:** mont.Co.PlanningBoard@justus.group; LW Board of Directors; LW Exec. Committee; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** strategic planning advisory committee

Without amending their charter to include ability to hire outside contractors to complete their chartered task, the Strategic Planning Advisory Committee asks community support for an additional resident funded \$157,000 to hire a strategic planning contractor.

To conduct any "strategic plan" that does not include an expected multi million dollar expenditure is ludicrous. They have been called upon to recommended a halt to expenditures for a new administration building until a plan has been completed and implemented, thereby garnering community wide resident consensus and support.

As Leisure World Green Co-President Janice McClean clearly pointed out last evening, a new administration building IS THE STRATEGIC PLAN - thus leaving no funds available for any other concepts or community needs.

Unless and until the members of the LW Strategic Planning Advisory Committee have the "courage" to support the residents by coming forward and issuing that recommendation - no resident funds should be expended to hire a strategic planning contractor.

slk

**Subject:** Re: strategic planning advisory committee presentation 2-20-18  
**From:** pat duran <patd1598@gmail.com>  
**Date:** February 21, 2018 11:09:58 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)

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**Date:** Wed, Feb 21, 2018 at 10:50 AM  
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**Cc:** [LW Board of Directors](mailto:LW Board of Directors) ; [LW Exec. Committee](mailto:LW Exec. Committee) ; [justus organization](mailto:justus organization) ; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com) ; [LW Green](mailto:LW Green)  
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*skatzman*

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s.l.katzman  
president -  
town meeting organization  
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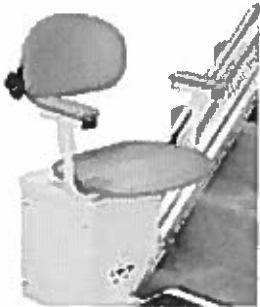
**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Thursday, February 22, 2018 9:51 AM  
**To:** mont.Co.PlanningBoard@justus.group; LW Board of Directors; LW Exec. Committee; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** LW strategic planning advisory committee

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 22, 2018 9:27:14 AM EST  
**To:** admin JustUs <admin@justus.group>  
**Subject:** strategic planning advisory committee

All of the below is "So true! So true!" So the way around the problem is simply for the SPAC to say, "Right! A new Administration building is no longer on the table...But...we are proceeding with a plan to build a Resident Services Center... without determining if doing so is warranted. This will satisfy the Montgomery County Planning Board by demonstrating our flexibility. To show we mean business though, the original concept of stairs will REMAIN... 'bunk" what that so call Board said we needed to redesign...yet to show we gave thought to the Board's objections, the design of the RSC building will include a "continuous loop" of stair climbers. This should do the trick...problems solved..



**From:** "admin@townmeetingorganization.com" <admin@townmeetingorganization.com>  
**Date:** February 22, 2018 8:48:46 AM EST  
**To:** strategic planning f, mont.Co.PlanningBoard@justus.group, LW Board of Directors <board@lwmc.com>, "LW Exec. Committee" <execcomm@lwmc.com>, justus organization <justus@justus.group>, members@townmeetingorganization.com, LW Green <lwgreen@justus.group>, lwdogs@justus.group  
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s.l.katzman

president -

town meeting organization

[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Thursday, February 22, 2018 11:34 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** THE PLANNING PROCESS by Tom Conger

**From:** Tom Conger <lkutun@msn.com>  
**Date:** February 22, 2018 11:24:14 AM EST  
**To:** [admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)  
**Subject:** **THE PLANNING PROCESS by Tom Conger**

Whether a community is involved in preparing a Master Plan or a Strategic Plan, the logical, sequential, step-by-step process still applies.

First, you do survey and analysis of the community to determine where we are now. This step should include examining the demographics of Leisure World; our current environmental condition, including adequacies and inadequacies; transportation in our community; and other infrastructure needs. Also, this step should include an analysis of the deficiencies in our current system of governance.

Second, through GENUINE citizen participation--remember that all owners are stakeholders in this process--goals are established. Where do we want to be 5, 10 years down the road?

Third, the goals must be prioritized and have a staging plan. What goals relate to the health and safety of our community? These should be of highest priority. Then, other goals should be ranked in accordance with community needs and desires AND the community's ability to pay for implementing them. Appropriate staging of the various goals would be enunciated in a timeline, indicating when the residents could witness the "fruit of our labors."

**An IMPEDIMENT to this basic planning process described above currently exists in Leisure World. It is the insistence of the Leisure World Board of Directors in moving ahead with the new administration building. There is no way for a genuine Strategic Plan to be developed for our community unless the project is deferred. Every single goal that would be recommended and prioritized in the Plan would have to have an asterisk next to it that would state:**

**"The new administration building's cost, whatever that might be, must be accounted for before the implementation of this goal or any other goal can be considered."**



s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Thursday, February 22, 2018 1:07 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** Admin Bldg--a resident speaks out

The “Facilities Enhancement Plan -  
Administration Building and Clubhouse I Site Improvements”

Project has gotten me thinking. . . . .

. . . . . This project and other similar ones, are paid for from The Resale Improvement Fund created by imposing an additional fee (percentage of sale price) paid by new buyers at the time of sale of individual properties.

Recently, we celebrated 50 years since the initial buildings - including the Administration building and Clubhouse I - were erected. With a relatively modest expenditure Clubhouse I has already been upgraded and brought into the 21<sup>st</sup> Century. What about a brand new \$5-7-million dollar Administration Building?

Many, many of the residential buildings are now reaching a similar age of that of the Administration Building - are these going to be torn down and replaced?

The owners of residences within these buildings pay monthly maintenance dues that cover all the amenities of living in Leisure World. Other than the coops, they are responsible for repairing and replacing all the equipment within their residence such as heating, air and windows--the design of which falls under Architectural Control and are, therefore, much higher priced. They also pay for the expenses of maintaining the building in which they live.

At the present time these 40-50 year old buildings are in need of some very serious and expensive maintenance work. People are repeatedly getting stuck in elevators, the roofs are leaking and major systems are failing.

The maintenance fee Mutual to Mutual varies; what doesn't vary is that throughout Leisure World the fees are going UP - dramatically! The current estimated costs of the necessary upgrading and major repairs to building(s) within many Mutuals is running into millions of dollars.

## Appendix N

Yes, we are required to have sufficient Paid-in Surplus funds available in each Mutual treasury to cover some of this, and there can be special assessments authorized for capital Improvements - but ...

Wouldn't it be prudent to consider a much more modest approach to an enhanced Administration Building and using the savings as a fund that can help defray the costs of much-needed improvements to the buildings that are also, because of age, in need of capital funds?

Someone coming to invest in Leisure World will realize they will have to pay a special fee (thousands of dollars) at the time of sale and that they will have little or no control over how it is spent. These potential buyers will also realize that in addition to paying a mortgage and taxes, the maintenance dues are so much higher (and climbing) than those in surrounding brand new properties. These new developments may not have the luxury of some of Leisure World's on-site amenities; however, these pools, golf courses and courts are all nearby and relatively cheap.

At this time in the life of Leisure World it isn't just the Administration Building that needs consideration. The relationship between Owners and Management must be revised from "we-them" to "US." We're all drawn into this because we have an interest in how successfully our investment is being managed.

Well, that's what I've been thinking - let's hear what's on your mind - please!

Audrey Barnell

Mutual 19A, 84-2H

*slkatzman*

*President, JustUs*

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*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Thursday, February 22, 2018 6:46 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** norman holly; justus organization; members@townmeetingorganization.com; thomas fisher  
**Subject:** Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

**From:** Diane Knott <rdknott@hotmail.com>  
**Date:** February 22, 2018 6:22:41 PM EST  
**To:** "admin@justus.group" <admin@justus.group>  
**Subject:** Re: Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

What a great letter. It covers all management and BoD propoganda with truth. Couldn't have given a better account of LW history of fake needs and community governance. Where's the money and how is it managed? I plan to reference this letter to P&P with a personal experience of harassment.

Thank you Mr. Holly.

**From:** Jean Westler <jahodor@gmail.com>  
**Date:** February 22, 2018 2:38:16 PM EST  
**To:** admin@justus.group  
**Subject:** Re: Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

WOW! Norman. This is an incredibly educational piece you have written. The situation in LW is even worse than I thought. I hope someone(s) on the MC Planning Board takes the time to read, digest, and share with all the members on their Board.

Thank you for your herculean effort.

Jean Westler

**From:** Elinor Walker <walkerelinor@aol.com>  
**Date:** February 22, 2018 2:14:36 PM EST  
**To:** admin@justus.group  
**Subject:** Re: Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

This is brilliantly reasoned and articulated. Thank you, Mr. Holly.

**Subject:** Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".  
**From:** admin@justus.group  
**Date:** February 22, 2018 1:38:54 PM EST

## Appendix N

To: [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group), justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, [lwdogs@justus.group](mailto:lwdogs@justus.group), strategic planning f

cc: Timothy Maloney <[tmaloney@jgllaw.com](mailto:tmaloney@jgllaw.com)>, thomas fisher <[tfisher@cruzio.com](mailto:tfisher@cruzio.com)>

To:

Ms. Lori Shirley, Lead Planner

Mr. Casey Anderson, Chairman

Montgomery County Planning Board

8787 Georgia Avenue

Silver Spring, Maryland 20910

From:

Norman Holly  
3200 North Leisure World Blvd.  
Vantage Point East # 601  
Silver Spring, Maryland 20906  
301-438-0777  
[amtak518@gmail.com](mailto:amtak518@gmail.com)

This is a request that Maryland-National Capitol Park and Planning Commission (hereafter, "Commission") now reject the November 30, 2017, application of Leisure World management for approval of the construction of a new administration building and the destruction of the current administration building. The rationale follows:

On November 30, 2017, the Commission met to consider an application from Leisure World management to construct a new administration building and destroy its current administration building. Present were seven representatives of the LWCC with counsel to present the plan; while the remainder of the conference room was filled with residents of Leisure World residents in protest – representing about 2,000 residents who had signed a petition against the LWCC plan. After hearing the applicants, the Commission permitted about twenty of the resident opposition three minutes each to state their positions. So opposed were the residents that the Commission was torn between rejecting the plan outright or remanding in hope that a consensus might be achieved. The Commission chose the latter action, with the following directives:

**Commission Chairman Casey Anderson** said that the project was "not well considered".

**Commissioner Gerald Cichy** regarded the project as “not meeting the needs of the residents” (i.e., the bill-payers) and said “it doesn’t seem like there is a consensus in the community. . . . It’s difficult for us to move ahead. . . . Have better discussions and consensus.”

**Commissioner Natali Fani-Gonzalez** admonished the applicants that: “It’s just bad that you don’t have your community behind you. . . . It’s your job to make sure you have engagement; you can’t just check off the box. . . . Reach a consensus with your residents. Our most successful projects are when the applicant truly engages the community.

Since then, however, Leisure World management have provided only a bad faith response to the conditions supporting remand.

Instead of even attempting a consensus, LWCC instead chose to block and silence the opposition and launch a one-sided, in some ways dishonest, propaganda campaign.

The propaganda campaign was launched initially in December with an 8-page misinformation document slipped under every door in Vantage Point East (my high-rise condominium comprising 200 apartments). The document was written by Henry Jordan, who is Secretary-Treasurer of LWCC. Residents of Vantage Point East were obliged to underwrite the expense of this document but lacked similar access to voice their concerns or opposition.

David Frager, at that time President of LWCC, delighted at such “a great idea” that he did the same in Creekside, a much larger mutual. Then, as Chairman of LWCC, he decided to overwhelm those opposed to the plan by staging one-sided dishonest presentations in every Leisure World mutual. Those presentations, given by Kevin Flannery - a employee/hired manager, initiated, directed and is the chief beneficiary of the plan to construct a new administration building. Note: residents of Leisure World have access solely to their own mutual presentation; they do not have access to any of the other 29 mutuels that comprise the Leisure World community. But the general manager does have such access, and used it for the purpose of silencing all opposition.

Simultaneously, management and the LW BOD are going about sanitizing titles that might betray their actual intent: for example, “proposed administration building” became “resident services building”.

I attended their “infomercial” on February 9 at Vantage Point East. It comprised an enthusiastic review of the proposed facility by the employee/ general manager Kevin Flannery, similar to the plan applicants advanced before the Commission on November 30, followed by a question period in which **anyone raising embarrassing questions or expressing opposition was immediately subjected to false statements and silenced by Kevin Flannery.**

Examples of the false statements made by Kevin Flannery included that only an insignificant number of residents signed the petition against construction; and when I stated that “2,000 signatures is hardly insignificant”, **Mr. Flannery cut me off with a completely false allegation** of signatures on the petition being “coerced” – citing his alleged experience of a woman asking for his signature and returning the next day trying to convince him to sign; then he immediately turned to another questioner and ignored me completely, providing no opportunity to rebut his false statement. **Kevin Flannery closed the meeting with an ominous remark that “what we hear today isn’t going to change the plan”. It was a warning that he would ignore resident logic and argument to the contrary, and forge ahead with the project as presented to the Commission on November 30 despite the Commission’s stated reasons for remanding action.**

**I have researched his allegation of “coercion” in the signature-collecting process, locating the petitioner involved and revealing Kevin Flannery’s falsehoods.** The petitioner was Barbara Gould, a resident of Leisure World who has interacted with Kevin Flannery and certainly knows him by sight (as do many other people, because his pudgy bald head is instantly recognizable). Ms. Gould was in Clubhouse 1, familiarizing passers-by with details of the plan and accepting signatures from those opposed to it, when Kevin Flannery walked in, apparently seeking another free meal in the Leisure World restaurant (Clubhouse 1 is for residents and guests). She asked in jest if he would like to sign as well, and he replied “Not today – try me tomorrow” thinking they would not meet again. But the next day Mr. Flannery repeated his pattern, by coincidence passing the same Barbara Gould; and realizing he was probably there for the same reason, she



pulled his leg by jokingly reminding him "it's tomorrow, and you said 'try me tomorrow'". This is the true version of the falsehood that that Kevin Flannery uses to besmirch and denigrate the 2,000 residents who have freely signed the petition. (Indeed, a few more go on the internet every week, having just learned of the LWCC plans and wanting to know where they can go to sign the petition opposing them.)

Indeed, dishonesty is the hallmark of LWCC. For example, HUD regulations require every age-restricted building of more than four floors (Vantage Point East has 10 occupied floors) to have supports for grab-bars in its shower-rooms – important for those of us who have suffered strokes and are on blood thinners, because hitting one's head in a slippery fall can result in death by cerebral hemorrhage). However, residents who remodeled showers stated that no such supports existed and when I asked LWCC Secretary-Treasurer Henry Jordan where they are located, he replied: "They aren't required here, because this is not a senior residence, it is a 'residential facility'". We live with this sort of deception constantly.

The fact is that residents' funds are being usurped on a regular basis to meet the comfort of the hired managers. LWCC has granted Kevin Flannery free reign to spend amounts up to \$50,000 (on each occasion) with no accountability. He is the President of Maryland Clubhouse Services, Inc.- the alcohol license holder that supplies alcoholic beverages to Leisure World restaurants. For over two decades resident diners were charged alcohol tax which he refuses to provide any documentation that the taxes collected were ever passed on to the State of Maryland Office of Comptroller - who only upon being made aware it was a forfeited corporation without a State registration number. When Montgomery County Liquor Control became aware through our correspondence, they fined him about \$3,000 for civil perjury– which he paid out of OUR reserves, not his own.

Also, he recently purchased - out of our funds, without reason or accountability – an unknown number of bullet-proof vests for armed guards (who mainly control residents, not intruders). When residents approach administration offices for information on how much was spent and what was the purpose – information to which we are entitled under our regulations – Kevin Flannery responds by calling those armed guards to hustle us away. In like manner, he now raids our resale fund for a new palace that he does not need, and again he avoids accountability.

In like manner, LWCC (via Kevin Flannery) has hired an attorney to represent the LWCC to the disadvantage of some 2,000 residents of record, a clear violation of HIS fiduciary responsibility.

The resale fund from which Kevin Flannery draws and will ultimately drain completely – assisted by a compliant, irresponsible LWCC BOD, absent any vote or even knowledge on the part of most residents – was established by the founders of Leisure World to maintain common property. As are draw-downs for paying fines and to make unaccountable purchases of bullet-proof vests and other do-dads are improper, so too are the funds for the proposed administration building, for which the residents are refused a deciding referendum vote.

### ***Historical Note***

As early as 2000, LWM recognized a concern about overcrowding in the administration building and tasked the architectural firm Interplan to examine the situation and recommend solutions. The Interplan report showed that reallocations could relieve the overcrowding and also would continue to accommodate a bank, a real estate presence, offices for Montgomery Mutual Coop, and offices for all administrative staff. Their report was the result of detailed, careful analysis of requirements resulting from application of accepted space allocation standards. It identified some building code updates and a number of space-saving administrative improvements that would temper space requirements. Interplan did not suggest destroying and replacing the existing building.

Their recommendations were not implemented by Leisure World management.

On March 16, 2012, the Leisure World Community Planning Committee reported that it was pursuing two concepts to relieve crowding in the Administration Building: reduce some existing functions in the building (such as banking, real

estate, post office) so as to permit the Administrative portion to “retain its existing footprint”; or “a second concept based on expansion of the facility”.

The LWCC board failed to act on either of those concepts.

Instead, the LW hired an architect, AR Meyers, to examine feasibility and alternate uses of the present building. AR Meyers’ report offered three options: one option suggested minor renovations and reallocations; another option suggested more extensive renovation, and a 1000 square foot addition; and a third option suggested destroying the building and construction of a replacement, to be located closer to Leisure World Boulevard. While AR Meyers explored advantages and disadvantages of all options, they did not recommend any one over the others (although they did note that the third option would involve considerable expense).

Following a detailed analysis, the LW Community Planning Advisory Planning Committee (“CPAC”) recommended a renovation option; but because Kevin Flannery complained about trailers being set up in the parking lot, the Leisure World Board of Directors rejected this recommendation. Subsequently the CPAC membership and chairman was changed to make the present composition compliant, albeit under a chairman who gives short shrift to residents and maintains a strange concept of fiduciary responsibility.

### ***Reasonable Alternative Resolution***

Granted, a crowding problem exists among administrative staff. But it is a problem that could be resolved economically by adopting the recommendations advanced by CPAC in its 2012 report: i.e., by claiming some or all of the space allocated to non-administrative activities (Weichart Realtors, the bank or the post office), or by expanding the existing administrative building. Rationale:

**No new residential construction is anticipated. Leisure World is now completely built out, and any new construction would come at the expense of destroying existing housing.**

2. Leisure World administrative staff today is about 365, less than the 371 reported in 2001 (of course not all are housed in the administration building).

**There is no conceivable reason for their expansion any time into the future.**

3. The Leisure World Board of Directors has indicated that it no longer wishes to include a real estate function in the administrative building (given that the only sales would be of existing units, not sales of new units). This could release about 1,000 square feet for administrative use.
4. Bank of America vacated the west part of the building next to the administrative offices last year because of lack of depositors. (Management’s discussions with BOA during its occupancy indicated that it was using only about half of the space available.) Administrative personnel could have expanded into that space; but General Manager Kevin Flannery resisted, claiming the building in general was old, moldy, and in bad shape. But then he quickly recruited Signal Federal Credit Union to replace Bank of America, after spending only a modest amount on repair which included almost \$12,000 to get rid of mold, a condition often cited by general manager Flannery in support of an expensive new administration quarters.

5. **I spent some time talking with officers of Signal recently. They are ecstatic about their new quarters, and when I ask specifically about repair deficiencies or mold, they replied that none existed. Signal Credit Union shares a large wall with LW administration, so it is inconceivable that the administration side of that wall is falling apart, moldy and dangerous as general manager Kevin Flannery complains; while the credit union side is spacious, free of mold and in great shape – unless, of course, management deliberately let their side fall into ruin, which of course would be grounds for firing the general manager. So which is it: is Kevin Flannery responsible for massive neglect, or is he weaving a very large falsehood in order to spend resident funds on a brand new custom-built palace (of miniscule benefit to residents)?**
6. **Montgomery Mutual, nearby, has traditionally used 850 square feet of the administration building for office space. This was convenient to all parties before Leisure World was fully built out, but now that is done they could use one of their own residences, freeing that space for administrative use.**
7. **The atrium of the current administration building consumes nearly 2,000 square feet, most of which is entirely decorative rather than functional. It reveals excellent construction and is comfortable place to relax and watch the interesting resident exhibits; but since the proposed project envisions destruction of the current building and its atrium, many or most residents would prefer to sacrifice the current 2,000 square feet of space with a modest expenditure, rather than spending tens of millions of (not yet existing) funds on a new building lacking that vista.**
8. **The application is for a building in the year 2020, using 2012 estimates of cost (\$5,200,000). The resident resale fund, which is the only source, does not currently contain that amount; even the immediate past-President of Leisure World has expressed the opinion that the project “is woefully underfunded”. Consider the following: the cost estimate stands at least five years before construction is planned; cost estimates are always lower than actual because they must be “competitive”; and they always run higher than anyone expects because (a) the construction industry is the only industry in the U.S. that still works to last-century’s standards and methods, and (b) the construction industry usually has expensive overruns – witness, the Silver Spring metro station which was shut down for months after its construction and required millions of extra dollars to repair. In short, the actual costs of the proposed project will undoubtedly outrun available funds by millions of dollars. The likelihood is the residents will be forced to borrow those millions against unknown future sales of property, potentially resulting in fee increases falling upon elderly residents that few can afford. This is a recipe for disaster.**

### ***Fiduciary considerations***

Fiduciary responsibility is said (by Wes Legal Institute at Cornell University School of Law) to be the “highest standard of care”. The duty of officers and directors is to put the best interests of the entire body of their beneficiaries ahead of their own. Officers and directors are “not permitted to use their position of trust and confidence to advance their private interests”. *Guth v. Loft*, 5 A.2d 503, 510 (Del. 1939). This admonition is further endorsed by Supreme Court decisions in *Amgen Inc v. Harris*, 136 S.Ct. 758 (2016) (fiduciary duty of prudence); *Bullock v. BankCampaign N.A.*, 133 S.Ct. 1754 (2013); and *Jones v. Harris Associates L.P.*, 559 U.S. 335 (2010); and by the “business judgement rule” in which a court presumes “that in making a decision the directors act in in good faith and in the honest belief that the actions were taken is in the best interests” of those for whom they act. A very thorough discussion of fiduciary responsibility

exists in Lafferty, Schmidt & Wolfe: *A Brief Introduction to the Fiduciary Duties of Directors Under Delaware Law*, 116 Penn.St.L.Rev. 837 (2012).

Committee chairs and other Leisure World board directors have long abandoned any pretense of true fiduciary responsibility, clinging to a far more permissive definition of the term, one derivative of the power of office itself which is not found in any legal ruling or authority. Their definition is further burdened by secrecy on the part of the decision makers and the hired general manager; non-accountable expenditures from resident funds – up to \$50,000 each – whose records are denied to residents even though our bylaws do so permit; blocking resident access to email, telephone and the LW newspaper; failure to answer questions relating to justification of decisions; failure to afford dissidents full advance information as well as time or space or attention at time of decision; refusal of the committee chairs to seriously consider resident complaints; vilification of those residents who oppose the will of management; disconnection of their means of communicating with other residents and a barrage of a nasty insults directed toward those not in agreement with Board determinations; as well as failure to conduct a vote of residents on the merits of their decisions. Also, there has been an undue amount of vitriolic name-calling on the part of officials toward of sincere reservations of the part of residents. The president of my mutual offered choices by vote on refurbishing our building entryway, but blocked a vote on the far more expensive proposal for a new administration building. Indeed, he even removed the announcements of a hearing on the subject which I posted hourly on the resident bulletin board, then dishonestly blamed someone else. All of this is alien to the concept of fiduciary responsibility.

There has been no vote in any of Leisure World's other mutuals, and not even a fair discussion of the history, consequences and alternatives to the project. Only one of Leisure World's 25 mutuals has held a vote on the proposed new administration building. Its residents voted two to one against the project, which may be why no votes have not been held in the other 24.

**Instead, the project is being "rammed down our throats" by means of misinformation, sanitizing of key titles and blocking of questions or statements that might reflect disadvantages of the project. This was done to me, and I know of others who have suffered the same crude behavior in other mutuals. Remember: only managers have access to all mutuals; residents have access only to the one in which they reside. By blocking email communication and access to the LW newspaper, they effectively cut off dissident communication and announcement of meetings to present information contrary to theirs.**

Meanwhile the hired general manager contemplates irresponsibly draining resident resale reserves. Under his plan, the funds from which he would draw are insufficient to cover the costs of construction; nothing but debt would be left over to address the many other repairs that are needed for residential common facilities in order to bring them up to standard. The resale fund (2% of total home purchase price) was intended for upkeep of the entire common areas, not merely the quarters of the people it hires to oversee management. If Leisure World is to remain relevant in the twenty-first century, it cannot continue in ways of the twentieth century, already eighteen years past.

For example, brands of automobiles from Chevys to BMWs to Mercedes-Benz introduced totally electric models late last year, and Tesla has 87,000 unfilled orders. Competition demands that all brands face fierce competition – by 2020 most new cars are expected to be totally electric. Gasoline stations are installing recharging stations, and apartment houses increasingly advertise on-site recharging facilities. Station House for example, an apartment facility in D.C. offering

accommodations similar to high-rise apartments in Leisure World, already has ten electric-car charging stations available. What about Leisure World? We have not even thought about it; but we will need to begin installation during the next two years if we are to remain competitive or even relevant. Most LW residents even lack garages. How many charging stations will be needed, and at what cost? Nobody knows. We know only that increasingly into the future this will be an important factor in seniors seeking secure, medically-assisted residence.

Leisure World has grown over recent years to an estimated 8,500 residents. But its largest assembly hall, in Clubhouse 1, is packed to capacity at 350 persons including standing room only, in a building that is also, like the administration building, 50 years old – except that this building is constantly in use by thousands of people engaged in numerous activities. We need expanded clubhouse facilities now, but our hired managers are fixated instead on using the funds to build an administration building three years in future, which may please the hired managers but will get very little use by residents. This is fiduciary responsibility? (N.B. – I visit the administration building once a year to renew visitor passes – a function that could be performed anywhere else, eliminating even that visit. But I visit the clubhouses for activities several times weekly.)

Leisure World residents have expressed need for internet access for many reasons, including ordering delivery of food by handicapped residents (a significant number, as LW is an age-restricted community). They would also like access to television for similar reason. But only Comcast serves the LW community; Verizon has refused; and Comcast service is erratic and its contracts are confusing and often violated, and rates increase without notice or reason. Communities of our size elsewhere in the nation provide their own internet and television transmission. An ad hoc committee I attended to address this matter some years ago was stacked in opposition by the then-president of LW. But increasingly it is advanced by newly arrived residents who point out technological advances that make the idea increasingly attractive and the keep rates stable. But investment is required – money that the LW administration intends to capture for its administration building, to the disadvantage of residents.

The LW swimming facilities need repair – they have been the subject of many complaints and a current lawsuit. But repair has not occurred, and I believe it is because the administration building is clouding the issue. The projected new palace for hired managers consumes the general manager's mind to the point that he neglects the duties for which he is paid. And he is paid handsomely, more than federal senators and representatives.

Add to this at least a year of disruption, crowded roads, increased difficulty accessing the LW restaurants and Clubhouse 1, dust and debris and loss of mature trees just inside the main entrance to Leisure World: all because the general manager wishes to have an (unnecessary) new palace for himself and paid staff.

### ***Steps to Consider NOW***

It is unlikely that additional space via construction of a new building will be available for at least three years and probably longer. The following should be considered for implementation immediately:

1. Initiate negotiations with Weichert Realty to recover space they rent but do not use. In reality, Weichert covets space in the building in order to assure first access to potential purchasers or sellers. It should be possible to gain agreement from them for modification of their contract, including release of most of the 1,000 square feet held under their lease, in exchange for providing a smaller amount of space, preferably in the Atrium, and reduction in the rental amount in their contract. Or perhaps, in view of their diminished business owing to no new construction, Weichert would be amenable to removing altogether.
2. Move the seven Administrative Assistants into space released by Weichert, and some of the Accounting Staff into space vacated by Administrative Assistants.
3. Negotiate with Montgomery Mutual a move to their own buildings, freeing more space.

These steps will alleviate crowding immediately, at minimal cost, and will preserve resident resale funds for the purpose they were attended: to maintain and keep up to date the common areas of all of Leisure World, for the benefit of current and future residents.

### ***Conclusion***

The Commission considered rejecting the Leisure World proposal presented November 30, but remanded instead on condition that management and residents reach consensus. Objecting residents, numbering 2,000+ and counting, attempted to comply with the Commission's order by starting a group called Town Meeting Organization for community-wide discussion of issues. **All but one of the LW officials invited to speak at the upcoming March 1, 2018 resident town hall meeting have declined or ignored the invitation. In fact, the past LWCC Board chairman declined using extremely defamatory and abusive language.**

**Management then launched a misinformation propaganda campaign in each mutual, designed to mollify residents while at the same time cutting off and preventing information contrary to their propaganda. To a lamentable extent their information was deliberately dishonest. In this campaign managers had access to all 29 mutuels, but residents had access to only their own. Only one of the 29 mutuels in Leisure World actually voted on the project, and that vote was two-to-one against. Leisure World officials made certain that no more votes were conducted.**

**Meanwhile, management – in some cases accompanied by armed guards – have refused to release records the residents are permitted in by-laws to inspect. It is believed the refused records show evidence of malfeasance and unauthorized expenditures.**

**The Leisure World Strategic Advisory Committee is seeking an additional resident funding of \$157,000 for an outside contractor to perform a strategic plan study without including the proposed administration building. To do so demonstrates that Leisure World officials methodically act contrary to best interest of its residents.**

I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

Cordially,

Norman Holly

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Sunday, February 25, 2018 2:34 PM  
**To:** justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Cc:** Montgomery County Council; mont.Co.PlanningBoard@justus.group; Mark Anders  
**Subject:** D.C. police chief blocked some Twitter followers, calling posts 'cruel and nasty' -----  
LW="Pleasantville" or police state?

the below Wash.Post article ([https://www.washingtonpost.com/local/public-safety/dc-police-chief-blocks-some-twitter-followers-calling-posts-cruel-and-nasty/2018/02/23/64dcef14-166f-11e8-b681-2d4d462a1921\\_story.html?utm\\_term=.4aa25c9b7f89](https://www.washingtonpost.com/local/public-safety/dc-police-chief-blocks-some-twitter-followers-calling-posts-cruel-and-nasty/2018/02/23/64dcef14-166f-11e8-b681-2d4d462a1921_story.html?utm_term=.4aa25c9b7f89))

exemplifies the actions against resident advocates in Leisure World, including blocking their emails and calling armed security guards to harass and intimidate-

be sure to read:

<https://patch.com/maryland/silverspring/need-know-leisure-world-pleasantville-or-police-state>

### Point Blank

**The need to know:**

**Leisure World = "Pleasantville" or police state?**

Inside the gated Leisure World community of senior adults - Elder Abuse is not just physical

By Point Blank©-slk, Patch Poster | Feb 11, 2018 11:17 pm ET

[washingtonpost.com](http://washingtonpost.com)

## **D.C. police chief blocked some Twitter followers, calling posts 'cruel and nasty'**

<https://www.facebook.com/peter.hermann.3363>

Brendan Orsinger does not like the D.C. police chief. He has made his views clear on Twitter, writing that "Peter Newsham is a liability to this city" and calling officers "a bunch of violent bullies."

Newsham, citing tweets he calls "cruel and nasty" — and sometimes inaccurate — blocked his 36-year-old social-media antagonist, and at least one other activist on Twitter. That meant they could no longer follow @ChiefNewsham or see the chief's tweets.

The chief's stance appeared to attract attention from not only those critics, but also his boss, Mayor Muriel E. Bowser (D). On Friday, after The Washington Post published an article on the issue, the mayor's office sent an email to officials at city agencies reminding them of a policy prohibiting the blocking or deleting of social media followers.



**“Regardless of what comments we receive on the information we put out, we must continue to build community in the digital space,” the email says. “Therefore, if you receive cruel or racy comments on your social media accounts, do not block followers.”**

A police spokesman could not immediately say whether Newsham unblocked followers after the note was sent. But the issue goes to the heart of a larger debate — centering on the intersection of social media and transparent government — playing out across the country.

**Advocates of open government argue that Newsham, along with other elected and appointed public officials who have weeded out critics on social media, are running afoul of the First Amendment. Hitting Twitter’s “block” key, they argue, is akin to government cracking down on speakers in what has become the nation’s new town square.**

**The Supreme Court could end up deciding whether the First Amendment applies to public forums run by government officials on the Internet — whether they are used to post feel-good pictures of employees receiving awards, schedules of meetings or discussions of policy.**

**The American Civil Liberties Union took Maryland’s governor to court over the issue, and another group is suing President Trump. In Virginia, a federal judge ruled that the chairman of the Board of Supervisors in Loudoun County, Va., violated the U.S. Constitution by blocking one critical Facebook follower for 12 hours. That case is being appealed.**

Newsham set up his Twitter account in August 2016 and had posted nearly 400 times as of Saturday. He has about 1,300 followers and appears on the page in uniform against a backdrop of marked police vehicles and a picture of himself greeting children. The account is separate from the main police Twitter account, @DCPoliceDept, which has more than 200,000 followers and sends alerts on shootings, robberies, carjackings, missing people, as well as videos of crime suspects who are being sought. No one has been blocked from that account.

Newsham said he started @ChiefNewsham to post “positive information about the police.” Most of his posts show the chief giving awards to officers for good deeds or thanking others for their help. He retweets some items off the main D.C. police Twitter account, and he sometimes comments on events. When a toddler was wounded, Newsham wrote: “no one shoots a 1yr old and gets away w/it on our watch.”

In an interview, Newsham explained his actions: “I have a rule. If someone regularly tweets cruel and nasty things that are fraught with misinformation, I will delete them, or block them.” He said at least two users were posting tweets “that I felt were unnecessary for me to see.”

**Newsham, who also is a lawyer, declined to discuss the legal implications.** He said that he believes in communicating with residents in a variety of ways and that if he cannot continue using Twitter under his rules, he might close the account.

Orsinger, who describes himself as a professional activist and tweets as @ToBeSelfEvident, said that “when you create a Twitter account, you create a forum. By excluding people from a public forum you are in sort of murky water.” Orsinger, who participated in the Inauguration Day protests and in rallies against police after the fatal shooting of an unarmed motorcyclist by D.C. police, often uses the hashtag #NeverNewsham.

Orsinger acknowledges that his tweets “are not flattering” to Newsham but said he feels that he and others — including a critic who goes by @AltChiefNewsham — are being punished as retribution for critical speech. The @AltChiefNewsham account has called Newsham a liar who covers up “the abuse & violence” of his officers against “black & brown communities.”

**[Md. Gov. Larry Hogan sued over blocking users on Facebook]**

Last year, the office of Maryland Gov. Larry Hogan admitted that the governor had blocked as many as 450 people from his Facebook page. Aides to Hogan (R) said they thought a number of critical messages were part of a coordinated attack. Other followers were banned for what the governor's office described as "hateful or racist" language.

Hogan spokesman Doug Mayer told The Washington Post at the time: "We encourage debate and all manners of political discourse on the governor's page. But it doesn't mean we will let an outside group with their own political motivation to hijack the governor's page."

*[Is Trump violating First Amendment by blocking Twitter users?]*

Several Maryland residents backed by the ACLU of Maryland sued Hogan in federal court in Baltimore but settled the case with undisclosed terms.

In New York, the Knight First Amendment Institute is suing Trump after he blocked accounts on Twitter. Defending the practice, lawyers at the Justice Department said in court papers that the argument that followers "have been denied access is baseless. At most, the account is a channel for speech." The attorney wrote that the president "uses the account for his speech, not as a forum for the private speech of others. And his decision to block certain users allows him to choose the information he consumes and the individuals with whom he interacts — expressive choices that public officials retain the right to make."

The government's lawyers wrote that Trump, like all users, abides by the rules established by Twitter, not by the government. "The President on Twitter serves as a participant in, not a regulator of, the marketplace of ideas," the government argued.

Lawyers on all sides are paying close attention to the Court of Appeals for the 4th Circuit, which will be hearing the appeal from Phyllis J. Randall, the chair of the Loudoun County Board of Supervisors. In July, U.S. District Judge James C. Cacheris concluded that the free-speech rules that govern officials in public life follow them to the Internet.

"Social media — and Facebook in particular — has become a vital platform for speech of all kinds," Cacheris wrote in his ruling. "Indeed, social media may now be 'the most important' modern forum 'for the exchange of views.' The First Amendment applies to speech on social media with no less force than in other types of forums."

The judge did note that the case "raises a novel legal question: when is a social media account maintained by a public official considered 'governmental' in nature, and thus subject to constitutional constraints?" He noted that Randall used her title when naming the social-media page and had "used it as a tool of governance."

Jameel Jaffer, the director of the Knight First Amendment Institute at Columbia University, which is suing Trump, said public officials are still experimenting with communicating through social media and "are sometimes learning as they go."

But, he added, "the one thing they need to learn is when they use this medium for official purposes, the Constitution is going to apply . . . All the protections that come with the First Amendment also apply in digital space."

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Sunday, February 25, 2018 8:45 PM  
**Subject:** a call for revocation of Leisure World restaurant license -

**From:** "admin@justus.group" <admin@justus.group>  
**Date:** February 25, 2018 2:19:12 PM EST  
**To:** Clark Beil <Clark.Beil@montgomerycountymd.gov>, Montgomery County Council <county.council@montgomerycountymd.gov>, [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)  
**Cc:** justus organization <justus@justus.group>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green <lwgreen@justus.group>  
**Subject:** a call for revocation of Leisure World restaurant license -

**From:** Susan Jaquith <jakefix@verizon.net>  
**Date:** February 24, 2018 10:48:36 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)  
**Subject:** Cascade Bistro

On Friday evening, Feb 23, 2018, I went with a friend to the Cascade Bistro restaurant in Clubhouse 1. We arrived before 6 pm. The restaurant was not crowded and there was no waiting.

We sat at the bar with the entry doors to the kitchen directly across from us. **Black cloth placemats were placed on the bar counter for each patron. I noticed mine was soiled.**

The wait person was pleasant and professional. We ordered appetizers. I ordered the cheeseburger sliders and asked that they be cooked medium well. Their presentation on the plate when served was excellent. However, **the meat in the center of each was undercooked, in fact, it was raw.** I could have sent them back, but chose not to. I ate only the portion that was cooked. I did tell my server that he should mention to the kitchen staff that the meat was raw so other patrons wouldn't have the same experience in the future.

As I sat at the bar, I observed two men directly across from me, their backs to the kitchen entry doors. **They did not appear to be LW residents, as they were younger. The taller of the two men repeatedly rubbed his face and nose with his hands - and then coughed into one hand. A second time he coughed again into his hand - which I found gross.** Most people know the safest way to cough is into the crook of one's bent arm.

The coughing individual then went behind the bar and helped himself to a glass. He turned to the soda fountain machine and placing the hand on the lever, poured himself a drink. He then took his seat on the patrons' side of the bar, beside the other man.

There was no washing of hands during this entire observed incident. I asked my server to identify the two men. "Oh, they're the owners," he said. The taller one was Ed Richardson, I learned.

This is still the flu season and this restaurant serves a population vulnerable to fatal complications from the flu or any other virus. A proven way to pass any virus is through coughing (especially into one's hand) and then touching objects that others will in turn contact through touch. This is common knowledge. Food service personnel should be acutely aware of the need for frequent hand washing.

This was an extremely unsanitary incident, where the owner repeatedly touched his face and nose, then coughed into his hand, not once, but twice - then proceeding to contaminate food-service equipment that's handled repeatedly by

other employees. Absolutely no hand washing observed! Absolutely no food-safe behaviors or even consciousness of such were practiced by Mr. Richardson.

**New ownership is recommended! This was unconscionable, utterly unsanitary food-service practice!**

Sincerely,  
Susan Jaquith  
3352 Chiswick Ct 2-F  
Silver Spring, MD 20906

*slkatzman*  
*President, JustUs*  
[admin@justus.group](mailto:admin@justus.group)  
*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Sunday, February 25, 2018 11:41 PM  
**To:** justus organization; mont.Co.PlanningBoard@justus.group; members@townmeetingorganization.com; LW Green  
**Subject:** SUMMARY

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 25, 2018 2:31:41 PM EST  
**To:** admin JustUs <admin@justus.group>  
**Subject:** SUMMARY

You know about that dustup last November 30, with the Montgomery County Planning Board over approval for a new Administration bldg? Well in case you don't know, this Summary will help.

The MG Planning Board stated concerns at the meeting. Concerns were to be addressed before a "to be scheduled" followup Spring meeting. The Leisure World Community Corporation(LWCC) & its operational arm, the Leisure World Management Corp(LWMC), the Applicant submitting the site plan, will "outfox" everyone. Here is how they are addressing "the concerns" the MG Planning Board raised.....It's called the..."Name Game."

- no longer will there be a New Administration Building... instead there will be a Resident Services Building (maybe also...??... ("Welcome Center"))?

- no longer is the parking lot being increased...instead there are "Vehicle Respite Areas" being added

- no longer will the existing Administration be demolished...it will be "Re-Purposed Out Of Sight"... for the greater good of the Community.

- no longer will "Community Concurrence" for these projects be an issue. Concurrence has been achieved by informing residents in every Mutual and permitting residents to ask questions about the revised Plan... which will not be changed.

- no longer will a rationale be asked for regarding "why" the LWCC, the Applicant, has refused to heed the call of residents demanding an independent engineering study be done before deciding what to do. A dozen page "letter of distortion" was prepared by the LWCC Secretary-Treasurer as a rebuttal. The rebuttal has been widely distributed throughout the Community

- no longer will the Strategic Planning Advisory Committee be subjected to annoying questions about the "Administration Building...wait!...excuse

me...I mean the...**Resident Services Building**. The current Chairman of the LWBOD stated that issue was decided in a 2010 strategic planning report...He stated this in opening remarks he made at a SPAC information meeting held on Feb. 19, 2018.

Yes! It's true. There was some **grumbling**, within the LW Executive Committee **about** making concessions to satisfy the "**Unreasonable Meddling**" by the Montgomery County Planning Board. Mainly this centered around **keeping the 'steps/stairs'** shown in the original proposal. Here is why the LW Executive Committee wanted to "stand pat"...

- **steps/stairs** are OK! Steps are good!...furthermore...there are 3 holes on the LW Golf Course having steps...on 2 holes steps are provided to ascend to the tee boxes...on the other hole steps are provided to descend from the green to the next teeing area. Also, there are steps on the Gleneagles Dr. side of the Lanai.

- if avoiding designing steps in new construction, within a senior community was a valid issue, the "**crack**" architecture firm hired **would not have included them** in the design...also...

- senior Management would have **noticed** the flaw in the design before "green lighting" it

- one of the multiple LW Advisory Committees would have **pointed out** the flaw in the design before concurring

- someone among the selected LWBOD members would have recognized the flaw before approving the design

So, the "grumbling" was understandable...so too was an alternate idea spawn within the Leisure World Ex. Committee...here's how that would have worked...

Keep the steps shown in the original design and present a counter proposal to the MG County Planning Board indicating the LWCC will...

- authorize the Fitness Center to purchase a workout machine it does not have...a "**Stairmaster**."

- reserve use of the Stairmaster for individuals claiming to have difficulty using stairs

- monitor the progress of individuals using the Stairmaster for increased ability in climbing stairs

- promulgate the approach being taken...include MedStar and advertise the approach in the issues of the Leisure World News

Since the start of building is at least 2 years away, it was felt there would be plenty of time to enroll & work with individuals who need to get stronger in order to climb steps. For those who would ignore the chance, there would be no reason to complain. Simply put...they had an opportunity and choose to ignore it.

This idea was thrashed about for an hour before failing approval, as a resolution, by 1 vote...

So, the steps/stairs had to go & a redesign occurred.

That pretty much concludes it...in Summary     Bob Ardike

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**





**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Monday, February 26, 2018 12:00 PM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** Kevin Flannery/Nicole Gerke "dog & pony" show SUMMARY - resident opinion "carries no weight"

**From:** Jean Westler <jahodor@gmail.com>  
**Date:** February 26, 2018 10:53:33 AM EST  
**To:** admin@justus.group  
**Subject:** Re: SUMMARY

Nothing but a "dog and pony" show. **At no time were residents attending the presentation asked whether or not they concurred with erecting a new building.** They certainly weren't asked about assessment of remodeling and updating current building other than "it was determined" too costly to remodel and update systems. I guess God made that decision.

Since I missed very beginning (about 5 min) of presentation, don't know if steps were discussed -- not mentioned during rest of presentation which consisted of remarks dedicated to minor changes and unhappiness about having to put "islands" in the parking lot. No mention as to whether or not existing space in 2 clubhouses could be used for various admin functions. Big deal about putting Admin Bldg "closer" to CH !. **Visually, I didn't see that -- seems bldg is further from CH 1 or about the same. Besides, why is that even an issue? Most of us go to the CH all the time and have no need to go to Admin Bldg at same time.**

I forgot to ask how many SF (square feet) used to store old records (which can be either converted to 21st century computer "storage" or 20th century boxes stored at different facility).

I forgot to ask how many SF (square feet) being used by Weichert and how many by Credit Union? And how many people using Credit Union daily? Just curious---nosey person that I am.

**BOTTOM LINE:** At no time were we asked whether or not we concur with construction of a new building and destruction of old one. I doubt this question was put to residents at other presentations. Thus, the request and intent by MC Planning to get input from residents re desire for new building was not satisfied.

As for Strategic Planning Committee, they'll have to develop plans for 2025 forward since construction of Admin Bldg won't start earlier than 2020 and take several years to complete -- depending on whether or not unforeseen problems re construction or monies available may well occur.

OH...Management "disclaims" all responsibility for this project. Their job is only to "implement" what the Board decides.

There you have my 2 cents worth. Obviously, it carries no weight re what the LW Board and Management decide to do--all in the name of "residents' best interests."

Jean Westler

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Monday, February 26, 2018 12:19 PM  
**To:** justus organization; members@townmeetingorganization.com; LW Green; Montgomery County Council  
**Cc:** mont.Co.PlanningBoard@justus.group  
**Subject:** a call for revocation of Leisure World restaurant license -

**From:** "Beil, Clark" <[Clark.Beil@montgomerycountymd.gov](mailto:Clark.Beil@montgomerycountymd.gov)>  
**Date:** February 26, 2018 12:14:29 PM EST  
**To:** "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>, County Council <[County.Council@montgomerycountymd.gov](mailto:County.Council@montgomerycountymd.gov)>  
**Cc:** justus organization <[justus@justus.group](mailto:justus@justus.group)>, "[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)" <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
**Subject:** Re: a call for revocation of Leisure World restaurant license -

Dear Ms. Jaquith:

Thank you for informing the Montgomery County Department of Health and Human Services regarding your observations at the Cascade Bistro restaurant in Clubhouse 1. Under the Code of Maryland Regulations 10.15.03.14.E.&K., a food service employee must wash their hands with soap and warm water "as often as required to remove soil and contamination;" and "an employee receives training in proper food handling and sanitation as it relates to assigned duties". Your complaint has been assigned to an Environmental Health Specialist for an investigation and discussion regarding proper hygiene with both the food service owners and Leisure World management. If you have any further questions or concerns you may contact me directly.

Cordially,

Clark R. Beil, MHA, FACHE  
Sr. Administrator  
Licensure and Regulatory Services  
Montgomery County Dept. of Health and Human Serv.  
255 Rockville Pike, Suite 100  
Rockville, Md. 20850  
[clark.beil@montgomerycountymd.gov](mailto:clark.beil@montgomerycountymd.gov)  
o: 240-777-3831  
c: 240-832-6823  
f: 240-777-3088

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**From:** [admin@justus.group](mailto:admin@justus.group) <[admin@justus.group](mailto:admin@justus.group)>  
**Sent:** Sunday, February 25, 2018 2:19 PM  
**To:** Beil, Clark; County Council  
**Cc:** justus organization; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); LW Green  
**Subject:** a call for revocation of Leisure World restaurant license -

## Appendix N

**From:** Susan Jaquith <jakefix@verizon.net>  
**Date:** February 24, 2018 10:48:36 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)  
**Subject:** Cascade Bistro

On Friday evening, Feb 23, 2018, I went with a friend to the Cascade Bistro restaurant in Clubhouse 1. We arrived before 6 pm. The restaurant was not crowded and there was no waiting.

We sat at the bar with the entry doors to the kitchen directly across from us. **Black cloth placemats were placed on the bar counter for each patron. I noticed mine was soiled.**

The wait person was pleasant and professional. We ordered appetizers. I ordered the cheeseburger sliders and asked that they be cooked medium well. Their presentation on the plate when served was excellent. However, **the meat in the center of each was undercooked, in fact, it was raw.** I could have sent them back, but chose not to. I ate only the portion that was cooked. I did tell my server that he should mention to the kitchen staff that the meat was raw so other patrons wouldn't have the same experience in the future.

As I sat at the bar, I observed two men directly across from me, their backs to the kitchen entry doors. They did not appear to be LW residents, as they were younger. The taller of the two men repeatedly rubbed his face and nose with his hands - and then coughed into one hand. A second time he coughed again into his hand - which I found gross. Most people know the safest way to cough is into the crook of one's bent arm.

The coughing individual then went behind the bar and helped himself to a glass. He turned to the soda fountain machine and placing the hand on the lever, poured himself a drink. He then took his seat on the patrons' side of the bar, beside the other man.

There was no washing of hands during this entire observed incident. I asked my server to identify the two men. "Oh, they're the owners," he said. The taller one was Ed Richardson, I learned.

This is still the flu season and this restaurant serves a population vulnerable to fatal complications from the flu or any other virus. A proven way to pass any virus is through coughing (especially into one's hand) and then touching objects that others will in turn contact through touch. This is common knowledge. Food service personnel should be acutely aware of the need for frequent hand washing.

This was an extremely unsanitary incident, where the owner repeatedly touched his face and nose, then coughed into his hand, not once, but twice - then proceeding to contaminate food-service equipment that's handled repeatedly by other employees. Absolutely no hand washing observed! Absolutely no food-safe behaviors or even consciousness of such were practiced by Mr. Richardson.

**New ownership is recommended! This was unconscionable, utterly unsanitary food-service practice!**

Sincerely,  
Susan Jaquith  
3352 Chiswick Ct 2-F  
Silver Spring, MD 20906

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Monday, February 26, 2018 12:22 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Fairways North vote on Administration Building

**Subject:** Fwd: Fairways North vote on Administration Building  
**From:** Natalie Brodsky <nataliebrodsky@hotmail.com>  
**Date:** February 26, 2018 12:12:56 PM EST  
**To:** admin@justus.group To pass on to Park and Planning.

**From:** "Kathleen Bovello" <kbovello@comcast.net>  
**Date:** February 26, 2018 at 12:06:12 PM EST  
**To:** <nataliebrodsky@hotmail.com>  
**Subject:** Fairways North vote on Administration Building

Hi Natalie: Per your request, below is the email that I sent to Alan Pechner, President of Fairways North Board of Directors.

On Thu, Feb 22, 2018 at 4:39 PM, Kathleen Bovello <kbovello@comcast.net> wrote:

Mr. Alan Pechner  
President  
Fairways North Board of Directors

Alan:

I read with interest the letter you sent to all of the Fairways North residents regarding the planned Administration Building, and the fact that you voted for the new build for the Administration Building. I believe that your vote was directly opposite the wishes of the residents of Fairways North, the residents that you are supposed to represent.

In 2013 the Fairways North residents were surveyed regarding the options for renovations/expansion or new build for the administration building. According a subsequent president's report in the Fairways NorthStar, only 7% of the residents were in favor of building a new administration building. 5 votes out of a total of 68. The majority of the respondents (60%) were in favor of an addition to the administration building, while the remainder (32%), were in favor of



renovating the current administration building. I am not aware of any additional survey's that were taken on this matter.

If **YOU** wanted to vote in favor of the new administration building, in my opinion, you should have sent out this letter announcing your intention to vote FOR the new administration building BEFORE the vote. That way, you could have received feedback from the residents before the vote. **As it stands, I believe that you are not adequately representing the residents of Fairways North.**

Respectfully submitted,  
Kathleen Bovello  
Fairways North Unit 727  
[kbovello@comcast.net](mailto:kbovello@comcast.net)

*slkatzman*  
*President, JustUs*  
[admin@justus.group](mailto:admin@justus.group)  
*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”

**Shirley, Lori**

---

**From:** admin@justus.group  
**Sent:** Tuesday, February 27, 2018 7:00 PM  
**To:** mont.Co.PlanningBoard@justus.group; Montgomery County Council; LW Board of Directors; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** Leisure World - Fairways North vote on Administration Building

Begin forwarded message:

**From:** RENATE CASKEY <[RENATE.CASKEY@Longandfoster.com](mailto:RENATE.CASKEY@Longandfoster.com)>  
**Date:** February 27, 2018 6:49:52 PM EST  
**To:** "[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)" <[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)>, justus organization <[justus@justus.group](mailto:justus@justus.group)>, "[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)" <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>, "[admin@justus.group](mailto:admin@justus.group)" <[admin@justus.group](mailto:admin@justus.group)>, Natalie Brodsky <[nataliebrodsky@hotmail.com](mailto:nataliebrodsky@hotmail.com)>  
**Subject:** Re: Fairways North vote on Administration Building

To whom it may concern.

This news is simply incredible and not acceptable that our President voted against the wishes of the Fairways North residents he represents. Or does he?

I was dismayed to hear that there are only about 3.5 mil. in reserve for the project costing 7.5 mil.+ (not even current numbers). That amount does not even include the demolition for the current admin building

As far as I know, no studies have been done if the ground can even hold the new building without a major earth fill in (similar to the new GYM addition), or how much it would cost to renovate the current admin building.

As to the Asbestos threat that the LW Board uses on us, that will have to be dealt with in either case by a remediation company. You cannot just release the dust, etc. into the environment.

Who would really benefit from a new building? Certainly not the residents. I myself use the Post Office occasionally and to get new yearly visitors passes, however, otherwise I have no need to go there.

Now, I wonder, how many other "MUTUAL PRESIDENTS" simply ignored their residents wishes and succumbed to the wishes of the LW Board, therefore, creating a majority vote.

This simply has to stop and I wonder, would a CLASS ACTION SUIT do that? The LW Board certainly does not have our best interests in mind if they consider spending money they DO NOT HAVE!

Or maybe it is time to CLEAN HOUSE, get rid of current the LW President, Mutual Presidents, Board Members, General Manager and start a democratic process instead of this apparent 3rd world dictatorship.

Sincerely,

Renate Caskey  
Fairways North unit905

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**From:** [admin@justus.group](mailto:admin@justus.group) <[admin@justus.group](mailto:admin@justus.group)>  
**Sent:** Monday, February 26, 2018 12:22 PM  
**To:** [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group); justus organization; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); LW Green  
**Subject:** Fairways North vote on Administration Building

**Subject: Fwd: Fairways North vote on Administration Building**  
**From:** Natalie Brodsky <[nataliebrodsky@hotmail.com](mailto:nataliebrodsky@hotmail.com)>  
**Date:** February 26, 2018 12:12:56 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)To pass on to Park and Planning.

**From:** "Kathleen Bovello" <[kbovello@comcast.net](mailto:kbovello@comcast.net)>  
**Date:** February 26, 2018 at 12:06:12 PM EST  
**To:** <[nataliebrodsky@hotmail.com](mailto:nataliebrodsky@hotmail.com)>  
**Subject:** Fairways North vote on Administration Building

Hi Natalie: Per your request, below is the email that I sent to Alan Pechner, President of Fairways North Board of Directors.

On Thu, Feb 22, 2018 at 4:39 PM, Kathleen Bovello <[kbovello@comcast.net](mailto:kbovello@comcast.net)> wrote:

Mr. Alan Pechner  
President  
Fairways North Board of Directors

Alan:  
I read with interest the letter you sent to all of the Fairways North residents regarding the planned Administration Building, and the fact that you voted for the new build for the Administration Building. **I believe that your vote was directly opposite the wishes of the residents of Fairways North, the residents that you are supposed to represent.**

**In 2013 the Fairways North residents were surveyed regarding the options for renovations/expansion or new build for the administration building. According a subsequent president's report in the Fairways NorthStar, only 7% of the residents were in favor of building a new administration building. 5 votes out of a total of 68. The majority of**

the respondents (60%) were in favor of an addition to the administration building, while the remainder (32%), were in favor of renovating the current administration building. I am not aware of any additional survey's that were taken on this matter.

If **YOU** wanted to vote in favor of the new administration building, in my opinion, you should have sent out this letter announcing your intention to vote FOR the new administration building BEFORE the vote. That way, you could have received feedback from the residents before the vote. **As it stands, I believe that you are not adequately representing the residents of Fairways North.**

Respectfully submitted,  
Kathleen Bovello  
Fairways North Unit 727  
[kbovello@comcast.net](mailto:kbovello@comcast.net)

*slkatzman*  
*President, JustUs*  
[admin@justus.group](mailto:admin@justus.group)  
*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”



**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Wednesday, February 28, 2018 8:44 AM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Cc:** Montgomery County Council; LW Board of Directors  
**Subject:** Democracies????

**From:** "Feldmann" <jjf3353@comcast.net>  
**Date:** February 28, 2018 3:57:24 AM EST  
**To:** <admin@justus.group>  
**Subject:** Democracies?

**What is a "common ownership community?"**

Condominium associations, most homeowner associations, and cooperative housing corporations ("co-ops") are common ownership communities under Montgomery County law. What they all have in common is that they are regulated by State law, and they have binding rules that all members must obey. A person becomes a member simply by buying a condominium unit or lot or a share in the building or land in the association.

**All common interest communities in Maryland are self-governing democracies.** That is, the members elect the boards of directors, and the boards make the ordinary operating decisions and adopt and enforce the rules. However, **only the members can vote to amend the covenants and bylaws; and in some cases the members can repeal rules adopted by their boards.**

<https://montgomerycountymd.gov/DHCA/housing/commonownership/faq.html>

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Wednesday, February 28, 2018 8:48 AM  
**To:** mont.Co.PlanningBoard@justus.group  
**Cc:** justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** Proposed Administration Bldg, Leisure World

**From:** Jean Westler <jahodor@gmail.com>  
**Date:** Wed, Feb 28, 2018 at 1:26 AM  
**Subject:** Proposed Administration Bldg, Leisure World  
**To:** [lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org), [casey.anderson@mncppc.org](mailto:casey.anderson@mncppc.org)

Dear Ms. Shirley and Mr. Anderson:

I understand the Planning Commission requested several changes to the proposed administration building being planned for Leisure World AND that the Management share with residents and obtain their input and concurrence re constructing a new building.

The Manager, Kevin Flannery, has scheduled several meetings with the residents of the various Mutuals that comprise Leisure World.

I attended one such meeting on Friday, Feb. 23, 2018 and found it to be nothing more than a "dog and pony" show. At no time were the residents attending the presentation asked whether or not they concurred with plans to erect a new building. They certainly weren't asked about conducting an engineering study for remodeling and updating the current building, other than "it was determined" too costly to remodel and update systems to meet current standards.

I did not hear any discussion re steps. Most of the presentation consisted of remarks dedicated to minor changes and unhappiness about having to put "islands" in the parking lot. I heard no mention as to whether or not existing space in the 2 clubhouses could be used for various administration functions. We were told the new location will be closer to Clubhouse I. Looking at the drawing, I didn't see it but, be that as it may, it's irrelevant. Most of us go to the Clubhouse frequently for various activities and restaurants but have no need to go to the Administration Bldg as the same time.

**BOTTOM LINE:** At no time were we, the residents, asked whether or not we concur with construction of a new building and destruction of the old one. Nor were we given a current estimate of the cost, including cost to demolish and remove all traces of the old building. Nor was the issue of resident parking available (for us to use the existing facilities) while construction is in progress.

In short, it appears that the concerns addressed by the Planning Commission were not fully addressed, and I ask that you take that into consideration when determining whether or not to permit this project to go forward.

Sincerely,

Jean A. Westler  
Resident, Leisure World, Silver Spring, MD



*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



**Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”**

**Shirley, Lori**

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**From:** mont.co.planningboard@justus.group on behalf of admin@townmeetingorganization.com  
**Sent:** Wednesday, February 28, 2018 11:02 AM  
**To:** pressandmedia@justus.group  
**Cc:** mont.Co.PlanningBoard@justus.group; Montgomery County Council; ben kramer; roger manno; marice' morales; bonnie cullison; ben shnider; chris willhelm; seth grimes; vaughn stewart; Marc Elrich; david.moon@house.state.md.us; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group; jerry samet; Timothy Maloney; patti wiles; candice wessling; purple@justus.group; list@justus.group; mark fine; Robinficker@msn.com  
**Subject:** Press Release: Leisure World - Town Meeting Organization Town Hall Meeting to be held tomorrow 3/1/18  
**Attachments:** pg. 1 press release.pdf; LWTMO Press Release 2.28.18-2 2.pdf; LWTMO Press Release 2.28.18-2 3.pdf

s.l.katzman  
president -  
town meeting organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)



## TOWN MEETING ORGANIZATION

**FOR IMMEDIATE RELEASE**

Contact: S.L. Katzman, President  
Town Meeting Organization  
admin@townmeetingorganization.com

### **LEISURE WORLD RESIDENTS WILL BE HEARD** *“Multi-million Dollar Project Deferred”*

Silver Spring, MD, Feb. 27, 2018 -The newly-formed Town Meeting Organization (TMO) is responsible for arranging and conducting RESIDENT TOWN HALL MEETINGS to INFORM THE SENIOR RESIDENTS OF LEISURE WORLD about CONTROVERSIAL ISSUES WITHIN THEIR COMMUNITY. THE next TOWN HALL meeting will be held Thursday, March 1, 2018 from 1:30 – 3:30 PM in the Crystal Ballroom located in Clubhouse 1.

Speakers will address the most controversial topic to ever exist in this 55+ senior adult residential community of 8500 residents. The **UNELECTED** Leisure World Board of Directors (LWBOD) plans to construct a new administration building using multi-millions of residents funds – **without resident consensus** – and without performing a feasibility study to determine cost OF RENOVATING the CURRENT 50 year old 16,000 sq.ft administration building.

Over 2,000 RESIDENT signed petitions calling for a referendum vote, was ignored by the LWBOD, one of whom stated, “this is an attack on our system of governance.” However, at its November 30, 2017 hearing, the Maryland National Capital Park & Planning Commission voted unanimously to defer LWBOD’s request for site plan approval citing their belief that “consensus” had not been reached within the community.

While not a “recognized “ LW group, resident activists held 2 “standing room only” Town Hall Meetings in 2017 Due to management’s attempted interference in using the community rooms and access to community communication outlets, the resident organizers formed an official group named “Town Hall Organization” thereby affording use of the facilities without charge

Amongst those expected to attend are several candidates running for seats on the Montgomery County Council and County Executive.



Leisure World Resident's

## TOWN MEETING

Date: March 1, 2018

Time: 1:30 - 3:30 p.m.

Clubhouse One - Crystal Ballroom



IT'S NOT A DONE DEAL

Get Ye to the Town Meeting. Learn about the Administration Building and why Park and Planning deferred approving Leisure World's site plan.

Speak Up and be Counted - Make Your Voice Heard



**TOWN MEETING ORGANIZATION (TMO)<sup>™</sup>**  
**Clubhouse I, Crystal Ballroom**  
**Thursday, March 1, 2018 - 1:30 p.m. to 3:30 p.m.**

Introduction - Janice McLean, TMO Vice President

**Speakers**

1. William "Bill" Butynski, elected 5 term member  
of the New Hampshire House of Representatives
2. Paul Eisenhaur, Chair, LW Board of Directors
3. Marybeth Ardike, Co-Chair, LW Green
4. Tom Conger, Masters of Community Planning  
University of Cincinnati,  
Former City Planning Director, Charlottesville, VA
5. Sheryl Katzman, President TMO

Resident Participation - Q&A

Voice your opinion to the following contacts:

Montgomery Planning Board

- Casey Anderson, Chair  
[casey.anderson@mncppc.org](mailto:casey.anderson@mncppc.org)
- Lori Shirley, Lead Planner  
[lori.shirley@montgomeryplanning.org](mailto:lori.shirley@montgomeryplanning.org)
- Town Meeting Organization  
[admin@townmeetingorganization.com](mailto:admin@townmeetingorganization.com)

# #





**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Wednesday, February 28, 2018 11:13 AM  
**To:** justus organization; members@townmeetingorganization.com; mont.Co.PlanningBoard@justus.group; LW Board of Directors  
**Subject:** BITTERSWEET MEMORIES ...Bob Ardike  
**Attachments:** PastedGraphic-1.pdf; Pages from 2-27-18 LW BOD agenda.pdf

**From:** Bob Ardike <marybeth.bob@gmail.com>  
**Date:** February 28, 2018 10:49:06 AM EST  
**To:** JustUs admin <admin@justus.group>  
**Subject:** BITTERSWEET MEMORIES ...Bob Ardike

A celebration was anticipated. Votes for approval were assured. There would be high-fives & hugs aplenty. The albatross would be gone. The name "Administration Building" would die at the LWBOD meeting.

CNN had one of its trucks just outside Leisure World's gates. The anticipated euphoria was being described as nothing short of what occurred in Philadelphia after the Eagles won the Super Bowl. All this in honor of the phoenix rising from the ashes. The Residents' Services Building.

The genesis of the idea was given birth in a maudlin swan song presented to the Leisure World Board of Directors by the departing Chairman. It was entitled Valedictory. A dry eye could be found among those reading it. Not since Douglas McArthur's departing speech were words so moving.

There would be a new name in the village of Leisure World... The Residents' Services Building. Just uttering the words sounded so much better.

Some had gone so far as to fault Leisure World's developer for not coming up with this name 51 years ago, instead of allowing the default name Administration Building. It would have avoided a lot of contention, if done then... now this 2nd guessing would cease.

At last ( yesterday ) the Resolution was voted upon & some are saying... It's Simply a Miracle!! the proposal was **DEFEATED!**

As the dust settles, there is no joy in the Mutual of Creekside mighty Casey ( David ) has struck out he had just taken 1 for the Team...

**Bob Ardike**

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**Subject:** Overlook News Group - Leisure World Board Meeting Summary 2/27/18  
**From:** admin@justus.group

Date: February 27, 2018 6:42:04 PM EST

To: justus organization <[justus@justus.group](mailto:justus@justus.group)>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green  
<[lwgreen@justus.group](mailto:lwgreen@justus.group)>

From: Elizabeth Schultz <[overlook3100@gmail.com](mailto:overlook3100@gmail.com)>

Date: February 27, 2018 at 2:26:19 PM EST

Subject: Overlook News Group - Leisure World Board Meeting Summary 2/27/18

The LWCC Board of Directors met Tuesday, February 27, and took the following actions:

- **A proposal to rename the Administration Building as the Resident Services Building was defeated;**

*slkatzman*

*President, JustUs*

[admin@justus.group](mailto:admin@justus.group)

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”

**Shirley, Lori**

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**From:** Frank Fitch <lwfrank3@verizon.net>  
**Sent:** Wednesday, February 28, 2018 11:44 AM  
**To:** Anderson, Casey; Shirley, Lori; admin@townmeetingorganization.co  
**Subject:** Fwd: Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

Mr Casey, we at Leisure World are being victimized by thugs that are committing fraud, and we have no one except you to help us. We are 9215 Senior Citizens that are helpless. Seventy five per cent are widows. We need serious intervention by the proper Government. Come to the meeting 3/1 at 1:30pm at the Ballroom in club house one and see for yourself. Thank you.

Frank Fitch  
lwfrank3@verizon.net

-----Original Message-----

**From:** admin <admin@justus.group>  
**To:** mont.Co.PlanningBoard <mont.Co.PlanningBoard@justus.group>; justus organization <justus@justus.group>; members <members@townmeetingorganization.com>; LW Green <lwgreen@justus.group>; lwdogs <lwdogs@justus.group>; Undisclosed-recipients: <>;  
**Sent:** Thu, Feb 22, 2018 1:39 pm  
**Subject:** Norman Holly: I join more than two thousand Leisure World residents in requesting that Commission members change their decision from "remand" to "reject".

February 22, 2018

**To:**  
Ms. Lori Shirley, Lead Planner  
Mr. Casey Anderson, Chairman  
Montgomery County Planning Board  
8787 Georgia Avenue  
Silver Spring, Maryland 20910

**From:**  
Norman Holly  
3200 North Leisure World Blvd.  
**Vantage Point East # 601**  
Silver Spring, Maryland 20906  
**301-438-0777**  
**amtak518@gmail.com**

This is a request that Maryland-National Capitol Park and Planning Commission (hereafter, "Commission") now reject the November 30, 2017, application of Leisure World management for approval of the construction of a new administration building and the destruction of the current administration building. The rationale follows:

On November 30, 2017, the Commission met to consider an application from Leisure World management to construct a new administration building and destroy its current administration building. Present were seven representatives of the LWCC with counsel to present the plan; while the remainder of the conference room was filled with residents of Leisure World residents in protest – representing about 2,000 residents who had signed a petition against the LWCC plan. After hearing the applicants, the Commission permitted about twenty of the resident opposition three minutes each to state their positions. So opposed were the residents that the Commission was torn between rejecting the plan outright or remanding in hope that a consensus might be achieved. The Commission chose the latter action, with the following directives: **Commission Chairman Casey Anderson** said that the project was "not well considered".

## Appendix N

Commissioner Gerald Cichy regarded the project as "not meeting the needs of the residents" (i.e., the bill-payers) and said "it doesn't seem like there is a consensus in the community. . . . It's difficult for us to move ahead. . . . Have better discussions and consensus."

Commissioner Natali Fani-Gonzalez admonished the applicants that: "It's just bad that you don't have your community behind you. . . . It's your job to make sure you have engagement; you can't just check off the box. . . . Reach a consensus with your residents. Our most successful projects are when the applicant truly engages the community.

Since then, however, Leisure World management have provided only a bad faith response to the conditions supporting remand.

Instead of even attempting a consensus, LWCC instead chose to block and silence the opposition and launch a one-sided, in some ways dishonest, propaganda campaign.

The propaganda campaign was launched initially in December with an 8-page misinformation document slipped under every door in Vantage Point East (my high-rise condominium comprising 200 apartments). The document was written by Henry Jordan, who is Secretary-Treasurer of LWCC. Residents of Vantage Point East were obliged to underwrite the expense of this document but lacked similar access to voice their concerns or opposition.

David Frager, at that time President of LWCC, delighted at such "a great idea" that he did the same in Creekside, a much larger mutual. Then, as Chairman of LWCC, he decided to overwhelm those opposed to the plan by staging one-sided dishonest presentations in every Leisure World mutual. Those presentations, given by Kevin Flannery - a employee/hired manager, initiated, directed and is the chief beneficiary of the plan to construct a new administration building. Note: residents of Leisure World have access solely to their own mutual presentation; they do not have access to any of the other 29 mutuals that comprise the Leisure World community. But the general manager does have such access, and used it for the purpose of silencing all opposition.

Simultaneously, management and the LW BOD are going about sanitizing titles that might betray their actual intent: for example, "proposed administration building" became "resident services building".

I attended their "infomercial" on February 9 at Vantage Point East. It comprised an enthusiastic review of the proposed facility by the employee/ general manager Kevin Flannery, similar to the plan applicants advanced before the Commission on November 30, followed by a question period in which anyone raising embarrassing questions or expressing opposition was immediately subjected to false statements and silenced by Kevin Flannery.

Examples of the false statements made by Kevin Flannery included that only an insignificant number of residents signed the petition against construction; and when I stated that "2,000 signatures is hardly insignificant", Mr. Flannery cut me off with a completely false allegation of signatures on the petition being "coerced" - citing his alleged experience of a woman asking for his signature and returning the next day trying to convince him to sign; then he immediately turned to another questioner and ignored me completely, providing no opportunity to rebut his false statement. Kevin Flannery closed the meeting with an ominous remark that "what we hear today isn't going to change the plan". It was a warning that he would ignore resident logic and argument to the contrary, and forge ahead with the project as presented to the Commission on November 30 despite the Commission's stated reasons for remanding action. I have researched his allegation of "coercion" in the signature-collecting process, locating the petitioner involved and revealing Kevin Flannery's falsehoods. The petitioner was Barbara Gould, a resident of Leisure World who has interacted with Kevin Flannery and certainly knows him by sight (as do many other people, because his pudgy bald head is instantly recognizable). Ms. Gould was in Clubhouse 1, familiarizing passers-by with details of the plan and accepting signatures from those opposed to it, when Kevin Flannery walked in, apparently seeking another free meal in the Leisure World restaurant (Clubhouse 1 is for residents and guests). She asked in jest if he would like to sign as well, and he replied "Not today - try me tomorrow" thinking they would not meet again. But the next day Mr. Flannery repeated his pattern, by coincidence passing the same Barbara Gould; and realizing he was probably there for the same reason, she pulled his leg by jokingly reminding him "it's tomorrow, and you said 'try me tomorrow'". This is the true version of the falsehood that that Kevin Flannery uses to besmirch and denigrate the 2,000 residents who have freely signed the petition. (Indeed, a few more go on the internet every week, having just learned of the LWCC plans and wanting to know where they can go to sign the petition opposing them.)

Indeed, dishonesty is the hallmark of LWCC. For example, HUD regulations require every age-restricted building of more than four floors (Vantage Point East has 10 occupied floors) to have supports for grab-bars in its shower-rooms - important for those of us who have suffered strokes and are on blood thinners, because hitting one's head in a slippery fall can result in death by cerebral hemorrhage). However, residents who remodeled showers stated that no such supports existed and when I asked LWCC Secretary-Treasurer Henry Jordan where they are located, he replied: "They aren't required here, because this is not a senior residence, it is a 'residential facility'". We live with this sort of deception constantly.

The fact is that residents' funds are being usurped on a regular basis to meet the comfort of the hired managers. LWCC has granted Kevin Flannery free reign to spend amounts up to \$50,000 (on each occasion) with no accountability. He is the President of Maryland Clubhouse Services, Inc.- the alcohol license holder that supplies alcoholic beverages to Leisure World restaurants. For over two decades resident diners were charged alcohol tax which he refuses to provide any documentation that the taxes collected were ever passed on to the State of Maryland Office of Comptroller - who only upon being made aware it was a forfeited corporation without a State registration number. When

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Wednesday, February 28, 2018 12:17 PM  
**To:** Clark Beil; mont.Co.PlanningBoard@justus.group; Montgomery County Council; justus organization; members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** 2nd call for revocation of Leisure World restaurant(s) license- Dirt and filth - LW Kitchen Area Access

**From:** Elaine Hurley <ew.hurley1190@bellsouth.net>  
**Date:** February 28, 2018 11:10:43 AM EST  
**To:** <admin@justus.group>  
**Subject:** Re: 2nd call for revocation of Leisure World restaurant(s) license- Dirt and filth - LW Kitchen Area Access

flickering lights denote an electrical issue...could be simple as a switch or as serious as a fire hazard. should be addressed

**From:** "admin@justus.group" <admin@justus.group>  
**Date:** February 28, 2018 9:19:18 AM EST  
**To:** Clark Beil <Clark.Beil@montgomerycountymd.gov>, mont.Co.PlanningBoard@justus.group, Montgomery County Council <county.council@montgomerycountymd.gov>, justus organization <justus@justus.group>, members@townmeetingorganization.com, LW Green <lwgreen@justus.group>, lwdogs@justus.group  
**Subject:** 2nd call for revocation of Leisure World restaurant(s) license- Dirt and filth - LW Kitchen Area Access

Clark:

As you know, this is the 2nd complaint (\*see below) filed with the Montgomery Dept. of Health this week

Leisure World management and its contractor Perrie LLC continue to display contempt for the health and safety of the senior resident patrons. Mice droppings in food preparation areas, unwashed hands, food that has caused food poisoning, owner spreading germs onto drink dispenser after coughing in his hands -- the list of reasons and violations goes on and on.

How much longer do we have to be subjected to the unhealthy pattern and practice by this licensee and contractor before Montgomery County revokes their license to operate?

Here is another complaint just received from another senior resident patron:

**From:** jini lefort <jinilefort@yahoo.com>  
**Date:** February 28, 2018 9:09:38 AM EST  
**To:** "admin@justus.group" <admin@justus.group>  
**Subject:** Re: : perriecateringllc@gmail.com

Sheryl: interesting. Also, what I failed to mention -- the last two times I was in the Grille Room, the overhead lights (chandeliers) kept flickering and flickering. A real distraction in my opinion. I mentioned it to Ed ( **dressed in jeans, tee shirt and sports shirt totally opened as a cardigan**) and he said it was how the lights were

installed!!?? I wonder who and how and how much the overhead lights cost to be installed and they are fairly new, I believe.

slk

**From:** "Beil, Clark" <[Clark.Beil@montgomerycountymd.gov](mailto:Clark.Beil@montgomerycountymd.gov)>  
**Date:** February 28, 2018 8:45:40 AM EST  
**To:** "Jif3353@comcast.net" <[Jif3353@comcast.net](mailto:Jif3353@comcast.net)>  
**Cc:** "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>, County Council <[County.Council@montgomerycountymd.gov](mailto:County.Council@montgomerycountymd.gov)>, "mont.Co.PlanningBoard@justus.group" <[mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)>, "members@townmeetingorganization.com" <[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>  
**Subject:** Fw: 2nd call for revocation of Leisure World restaurant(s) license- Dirt and filth - LW Kitchen Area Access

Dear Mr. Feldmann:

Thank you for informing the Montgomery County Department of Health and Human Services regarding your concerns and observations outside of the back kitchen area. Your complaint has been assigned to an Environmental Health Specialist for an investigation regarding the grease and food security issues. While the Code of Maryland Regulations requires that the facility and parts of the property associated with the operation of a food service facility are "kept clean" and "free of litter and rubbish", a discussion with Leisure World management will be necessary to find out who is liable for the maintenance and cleanliness of the remaining items. Once this is clear, we will initiate a compliance plan for correction of those remaining issues. If you have any further questions or concerns you may contact me directly.

Cordially,

Clark R. Beil, MHA, FACHE  
Sr. Administrator  
Licensure and Regulatory Services  
Montgomery County Dept. of Health and Human Serv.  
255 Rockville Pike, Suite 100  
Rockville, Md. 20850  
[clark.beil@montgomerycountymd.gov](mailto:clark.beil@montgomerycountymd.gov)  
o: 240-777-3831  
c: 240-832-6823  
f: 240-777-3088

---

**From:** "admin@justus.group" <[admin@justus.group](mailto:admin@justus.group)>  
**Date:** February 25, 2018 8:45:59 PM EST  
**To:** Clark Beil <[Clark.Beil@montgomerycountymd.gov](mailto:Clark.Beil@montgomerycountymd.gov)>, Montgomery County Council <[county.council@montgomerycountymd.gov](mailto:county.council@montgomerycountymd.gov)>, [mont.Co.PlanningBoard@justus.group](mailto:mont.Co.PlanningBoard@justus.group)

Cc: justus organization <justus@justus.group>, [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com), LW Green  
<lwgreen@justus.group>

Subject: 2nd call for revocation of Leisure World restaurant(s) license- Dirt and filth - LW Kitchen Area Access

I was walking by the LW restaurant kitchen exterior yesterday and saw that the refrigerated food storage locker and freezer locker were unlocked. I could have walked into either of the lockers and helped myself, or worse yet, could have tainted the food. Someone was taking vegetables out of the one locker while I was observing from outside the gates. The dumpsters were open. I had free and total access to this area—and access to the kitchen. The links enclosed include videos showing the open gate door to the outside restaurant area and walking up to the storage lockers unabated. On top of one of the containers, I found grease just poured out onto the lid. It is now mixed with rainwater and leaves.

Surely the County health department does not allow this back area to be open to the public and the lockers to be unlocked! Might these pictures and videos be enough for the company, and or LWCC, to lose its license? Historically, LWCC consistently demonstrates an inability of being capable of providing any oversight to protect residents from this filthy environment.

I don't know if you have ever seen the filthy office space that the owners have. It is as dirty as the outside kitchen area. The owners Ed Richardson and Bobby Barton don't even have the decency to dress up and act as business owners. Wearing jeans and tee shirts around the restaurant facilities demonstrates an indifference to its patrons and a lack of professionalism one would expect from restaurant owners. I seriously doubt that these owners care about much around the facilities. Do they really have adequate credentials, and even if they do, they don't belong here at LW.

Today I went back to see if leaving the access gate open and the food and freezer lockers unlocked was just a one-time incident and to see if they were secure today. Nope—everything was just as I found it yesterday. I again had free access to this area and lockers were unlocked. It is unfortunate and disgusting to see such dirty work and storage areas, and that they are acceptable to the owners of the restaurant, grille and bar and to LWCC. I don't understand how this is tolerated. The dirt on the sides and tops of the lockers didn't just accumulate in a couple of months. This trashy area looks like the norm rather than the exception.

I've keyed my pictures/descriptions as they appear on One Drive. If you have any questions, please let me know. I sincerely hope that the end is near for this company, and that the Montgomery County Health Department will finally revoke the license to operate thereby requiring Leisure World to bring in a professional company to run the restaurants.

Click on link to one drive to view Folder February 24 Outside Kitchen

<https://1drv.ms/f/s!Ap5oylHJPAMRp10opEfGfAHyH7S->

Folder February 24 Outside Kitchen:

- A. Inefficiency of the air conditioner
- B. Roof flashing appears open and may be access by varmints



- C. Venting for stove/grill greasy—possible fire hazard not sure who is supposed to clean it
- D. Unsure if opening through wall is sealed
- E. Wall coated with grease
- F. Knife on window
- G. Wet wall with algae
- H. Video of outside the kitchen—storage doors unlocked
- I. Food refrigerator unlocked—enlarge photo to see
- J. Grease poured on top mixed with water and leaves
- K. Photo showing freezer storage room unlocked—enlarge to see lock hanging open

<https://1drv.ms/f/s!Ap5oy1HJPAMRpw2oBMc1ppvmIDy6>

**Folder February 25 Kitchen Exterior**

- A. Chesapeake Room door between room and kitchen—dirty and sticky around the plate
- B. Dirty/filthy screens/windows
- C. Dirty/filthy screens/windows
- D. Dirty/filthy screens/windows
- E. Dirty/filthy screens/windows
- F. Access to kitchen area gate open to free access
- G. Food refrigerator locker unlocked
- H. Filthy dirty food refrigerator locker
- I. Filthy dirty food refrigerator locker
- J. Unlocked refrigerator food locker dirty
- K. Unlocked freezer locker dirty
- L. Unlocked freezer locker dirty

M. Open dumpster with trash/food

N. Open dumpster with trash/food

O. Video of the outside kitchen area

John Feldmann

15115 Interlachen Dr. Apt. 407

Silver Spring, MD 20906

301-924-3353

Jjf3353@comcast.net

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From: "Beil, Clark" <[Clark.Beil@montgomerycountymd.gov](mailto:Clark.Beil@montgomerycountymd.gov)>  
Date: February 26, 2018 12:14:29 PM EST  
To: "[admin@justus.group](mailto:admin@justus.group)" <[admin@justus.group](mailto:admin@justus.group)>, County Council  
<[County.Council@montgomerycountymd.gov](mailto:County.Council@montgomerycountymd.gov)>  
Cc: justus organization <[justus@justus.group](mailto:justus@justus.group)>, "[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)"  
<[members@townmeetingorganization.com](mailto:members@townmeetingorganization.com)>, LW Green <[lwgreen@justus.group](mailto:lwgreen@justus.group)>  
Subject: Re: a call for revocation of Leisure World restaurant license -

Dear Ms. Jaquith:

Thank you for informing the Montgomery County Department of Health and Human Services regarding your observations at the Cascade Bistro restaurant in Clubhouse 1. Under the Code of Maryland Regulations 10.15.03.14.E.&K., a food service employee must wash their hands with soap and warm water "as often as required to remove soil and contamination;" and "an employee receives training in proper food handling and sanitation as it relates to assigned duties". Your complaint has been assigned to an Environmental Health Specialist for an investigation and discussion regarding proper hygiene with both the food service owners and Leisure World management. If you have any further questions or concerns you may contact me directly.

Cordially,

Clark R. Beil, MHA, FACHE  
Sr. Administrator  
Licensure and Regulatory Services  
Montgomery County Dept. of Health and Human Serv.  
255 Rockville Pike, Suite 100  
Rockville, Md. 20850  
[clark.beil@montgomerycountymd.gov](mailto:clark.beil@montgomerycountymd.gov)

o: 240-777-3831  
c: 240-832-6823  
f: 240-777-3088

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\* From: [admin@justus.group](mailto:admin@justus.group) <[admin@justus.group](mailto:admin@justus.group)>  
Sent: Sunday, February 25, 2018 2:19 PM  
To: Beil, Clark; County Council  
Cc: justus organization; [members@townmeetingorganization.com](mailto:members@townmeetingorganization.com); LW Green  
Subject: a call for revocation of Leisure World restaurant license -

From: Susan Jaquith <[jakefix@verizon.net](mailto:jakefix@verizon.net)>  
Date: February 24, 2018 10:48:36 PM EST  
To: [admin@justus.group](mailto:admin@justus.group)  
Subject: Cascade Bistro

On Friday evening, Feb 23, 2018, I went with a friend to the Cascade Bistro restaurant in Clubhouse 1. We arrived before 6 pm. The restaurant was not crowded and there was no waiting.

We sat at the bar with the entry doors to the kitchen directly across from us. **Black cloth placemats were placed on the bar counter for each patron. I noticed mine was soiled.**

The wait person was pleasant and professional. We ordered appetizers. I ordered the cheeseburger sliders and asked that they be cooked medium well. Their presentation on the plate when served was excellent. However, **the meat in the center of each was undercooked, in fact, it was raw.** I could have sent them back, but chose not to. I ate only the portion that was cooked. I did tell my server that he should mention to the kitchen staff that the meat was raw so other patrons wouldn't have the same experience in the future.

As I sat at the bar, I observed two men directly across from me, their backs to the kitchen entry doors. They did not appear to be LW residents, as they were younger. The taller of the two men repeatedly rubbed his face and nose with his hands - and then coughed into one hand. A second time he coughed again into his hand - which I found gross. Most people know the safest way to cough is into the crook of one's bent arm.

The coughing individual then went behind the bar and helped himself to a glass. He turned to the soda fountain machine and placing the hand on the lever, poured himself a drink. He then took his seat on the patrons' side of the bar, beside the other man.

There was no washing of hands during this entire observed incident. I asked my server to identify the two men. "Oh, they're the owners," he said. The taller one was Ed Richardson, I learned.

This is still the flu season and this restaurant serves a population vulnerable to fatal complications from the flu or any other virus. A proven way to pass any virus is through coughing (especially into one's hand) and then touching objects that others will in turn contact through touch. This is common knowledge. Food service personnel should be acutely aware of the need for frequent hand washing.

This was an extremely unsanitary incident, where the owner repeatedly touched his face and nose, then coughed into his hand, not once, but twice - then proceeding to contaminate food-service equipment that's

handled repeatedly by other employees. Absolutely no hand washing observed! Absolutely no food-safe behaviors or even consciousness of such were practiced by Mr. Richardson.

**New ownership is recommended! This was unconscionable, utterly unsanitary food-service practice!**

Sincerely,  
Susan Jaquith  
3352 Chiswick Ct 2-F  
Silver Spring, MD 20906

*slkatzman*  
*President, JustUs*  
[admin@justus.group](mailto:admin@justus.group)  
*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**



**Shirley, Lori**

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**From:** Janet Teller <janetbt@sbcglobal.net>  
**Sent:** Wednesday, February 28, 2018 12:55 PM  
**To:** MCP-Chair  
**Cc:** Shirley, Lori  
**Subject:** Plan # 820170120 (Leisure World Administration Building and Clubhouse I)

We are owners of our primary residence in Vantage Point West, one of the high-rise condominiums in Leisure World. The revised site plans were shared with the residents of Vantage Point West at a presentation on February 26, 2018. My husband and I would like to go on record as approving the revised plans and we support the improvements.

Thank you,  
Janet B. & Stephen M. Teller  
3210 N Leisure World Blvd. #516  
Silver Spring, MD 20906  
301-288-4087



**Shirley, Lori**

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**From:** JustUs admin <admin@justus.group>  
**Sent:** Wednesday, February 28, 2018 3:35 PM  
**To:** mont.co.planningboard@justus.group  
**Cc:** JustUs; members@townmeetingorganization.com; LW Green  
**Subject:** message to Montgomery Mutual President



Joyce Smythe, Leisure World



## Montgomery Mutual Message from President

Today I received the Co-op Quarterly, which is the only official means of communication offered by Montgomery Mutual. In this most recent issue, Mutual President and MM rep to the LW board explains some miscommunications and provides her reasons for voting for the construction of the new building. I suggest that all MM recipients read it carefully. I penned an email to Ms. Wacha and offer it for you to read Linda, I have a couple of questions about your recent message and would like you to give some thought to my observations. You mention that in 2010 and 2014 two architectural firms did a space needs and work flow assessment. Were there any thoughts to improving workflow and eliminating unnecessary storage on premises? I don't think I am going out on a limb to suggest that the management and daily tasks were probably less efficient than they could be. David Merritt got on board last year to fix the inefficient operation and eliminate the unnecessary printing and storage of documents. I don't know what has been accomplished in that respect however eliminating inefficient and ineffective procedures and workflow is critical in space planning. Digitizing necessary documents, eliminating unnecessary documents and off-site archiving of critical historical documents should be done well before space planning. My next thought has to do with the invasive study that was not done. I see nowhere where you mention getting any proposals to even price such a study. Was that ever done? How do we know the extent of such things as mold and asbestos? Having management assess the situation is like asking the fox to provide security for the hen house. And in a similar vein, wouldn't we expect architects to say that buildings far less than 50 years old should be replaced? I am sure it is much easier for them to design a new building than renovate and retrofit an existing structure. There is a long list of complaints and concerns regarding this project. I think the biggest problem that had surfaced is that the BOD seems to be acting autonomously without any regard for what the residents desire. Times are changing. More amenities and services will become critical to attract future residents. There are currently three services in the Administration Building that are duplicates of services already provided in LW Plaza. LW provides regular transportation to the plaza. Do we really need these services? Are there more desirable services that could be offered? It doesn't appear that any creative thinking took place regarding options to construction of a new building. It was either (1) renovate providing the same services and the same workflows or (2) retrofit a new building with existing services and existing workflow. For the long term success of this community I think the LW Board needs to take a step back and think about what might be needed by residents both now and into the future. Please consider discussing this with the Board Thanks, Joyce Linda's email address is lwacha66@yahoo.co.nz Please consider dropping her a line to let her know if you support her decision or not.



slkatzman

President,

"JustUs" advocates to enhance the quality of life for all Leisure World residents

admin@justus.group



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”

**Shirley, Lori**

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**From:** admin@justus.group  
**Sent:** Wednesday, February 28, 2018 7:38 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization; members@townmeetingorganization.com; LW Green  
**Subject:** LW PROPAGANDA -"and in 2019, a brand new Administration building is debuting in the community."

PARK & PLANNING COMMISSIONERS TAKE NOTE - ACCORDING TO LEISURE WORLD MANAGEMENT - DIRECTLY FROM THE LEISURE WEBSITE - IT'S A DONE DEAL.

**From:** Wiles Patti <pattiwiles1@gmail.com>  
**Date:** February 28, 2018 7:17:16 PM EST  
**To:** admin@justus.group  
**Subject:** Our Community | Leisure World of Maryland

**There it is....."and in 2019, a brand new Administration building is debuting in the community."**

<https://leisureworldmaryland.com/about/community/>

## **Leisure World of Maryland is Montgomery County's Premier Choice for Active Adult Living.**

### **Discover Our Lifestyle**

Our private, gated community is home to more than 8,000 residents aged 55 and older. Homeowners enjoy 24-hour security and maintenance-free living.

Leisure World is recognized for its groundbreaking, independent living concept:

- Thoughtful community design
- Quality home construction
- Variety of home styles
- Hundreds of acres of natural beauty
- Resort-style amenities
- Exceptional community services

- Nearby retail and transportation
- Enduring value

Located in Silver Spring, our 610-acre community is a mix of majestic landscapes and residential development. A diverse selection of more than 5,660 homes is spread across of a series of neighborhoods, 29 individually governed housing communities called “mutuals.”

Our community services and amenities include clubhouses, restaurants, an 18-hole championship golf course, pools, tennis courts, and MedStar Health medical center.

A newly renovated fitness center opened in September 2017, and in 2019, a brand new Administration building is debuting in the community.

Managed by Leisure World of Maryland Corporation (LWMC), our community is governed by residents.

Home sales are handled by homeowners, prospective residents, and real estate agents, based on the guidelines of each mutual. Leisure World management is not involved in property sales.

*silkatzman*

*President, JustUs*

*[admin@justus.group](mailto:admin@justus.group)*

*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – “We cannot solve our problems with the same level of thinking that created them.”

Shirley, Lori

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**From:** admin@justus.group  
**Sent:** Wednesday, February 28, 2018 10:17 PM  
**To:** mont.Co.PlanningBoard@justus.group; justus organization;  
members@townmeetingorganization.com; LW Green; lwdogs@justus.group  
**Subject:** message to Montgomery Mutual President

**From:** Pat Duran <patd1598@gmail.com>  
**Date:** February 28, 2018 10:09:36 PM EST  
**To:** [admin@justus.group](mailto:admin@justus.group)  
**Subject:** Re: message to Montgomery Mutual President

Here is the message I sent to Linda Wacha:

Linda-

I moved here in 2010, and since then I have attended every general LW-wide meeting held to explain the FEP, and I attended a few of the CPAC meetings about the plans for a new admin building. **I have never heard a convincing explanation of the need for a new building.** What I heard was that the management staff felt that they did not have the space they would like, and that the building that they work in is old.

**I attended the latest FEP meeting today, and again I did not hear a convincing reason for a new building.** What we heard was an incoherent presentation about parking spaces and drop-off zones. From the plans that were displayed, it does not appear to me that the new building will be any more accessible than the old building, and perhaps might be less accessible, given that there will be steps or a ramp to navigate. I do not see where parking will be any closer to either the new admin building or the Club House. The traffic flow from the Cascade Loop through the new parking lot and around through the drop-off loop and back to the old parking lot seems confusing. Also, there will apparently be 10 fewer spaces when the concerns of the MoCo Park and Planning for more tree cover are addressed.

**Mr. Flannery admitted, in response to a question, that it would always be cheaper to renovate than to build new. Why, then, was the renovation option not pursued? Every issue of flexible space utilization, efficient workflow, energy efficiency and code compliance can be resolved through renovation. What then is the justification for a new building?** It seems to be, as I said, just that the management staff wants a larger space in a newer building. Well, don't we all? I'd love a brand new and larger unit myself.

I understand that I don't actually get a vote on this issue (nor do I get a vote on who represents me on the LW Board), but I want you to know that for all the reasons above, **I oppose the new administration building.**

*slkatzman*  
*President, JustUs*  
[admin@justus.group](mailto:admin@justus.group)  
*"JustUs" advocates to enhance the quality of life for all Leisure World residents*



Albert Einstein – **“We cannot solve our problems with the same level of thinking that created them.”**