Vantage Point East

2024 RESIDENT INFORMATION PACKET

www.vantagepointeast.com 301-598-1075

Welcome to the New Year!

We are proud of the strong resident community and the supportive staff in VPE. To ensure the wellbeing of all, each January we issue a packet of information and reminders that address recent issues and some of the most frequent inquiries. The Residents Manual contains more detailed information on many aspects of living in VPE. A one-page summary of the most relevant rules is available in the rack outside the VPE Office for distribution to visitors. house-hold staff, and contractors. The VPE staff are always wiling to answer questions if you need more information.

We hope the New Year brings you lots of joy, happiness and good health!

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Shared Maintenance Responsibility

Watching the old TV shows "Friends" and "Call the Super" made it seem like apartment residents could ask for help anytime for anything. With smiles, laughs, and calamities, the shows were entertaining. Some of us may have once lived in apartments with someone "on call," but others of us had to learn how to take care of our own homes. Condo living allows us to give up many responsibilities, but also presents something of a challenge in knowing what is taken care of by the building staff and what is a unit owner's responsibility.

The four staff assigned to Vantage Point East are employees of LW corporation. Their responsibility is for the management and maintenance of the property. In addition, VPE contracts with outside providers for other services such as cleaning and maintaining the elevators and grounds. That means that issues within your unit such as appliance repair and smoke detectors are your responsibility. Attached to the Bylaws of VPE is a Chart of Mainte-nance Responsibilities that makes clear who is responsible for each item from floor coverings to door bells.

In-house Maintenance personnel are very important to keeping up the property and protecting the value of our units. As they are on site everyday, they know the building well, can take care of small issues before they become large issues, and do regular preventive maintenance of our many mechanical systems. They will handle an emergency right away such as clogged plumbing that can cause damage beyond the unit. Working with contractors and overseeing move-ins and move-outs, to name just a few additional responsibilities adds to an already busy schedule.

As much as we may all want to have a "handyperson" on call to hang pictures or move furniture, the staff have a full-time commitment to the building. They can assist in determining if it is a building or a unit problem. Residents who need help in their units may use the services of PPD whether through an annual contract or by paying for each call, as needed. In addition, residents can use outside plumbers, electricians, and cleaning help, as needed. Many services are listed in the LW News classified section. Ask your neighbors for recommendations.

The Office staff also have numerous responsibilities essential to making sure all necessary functions are handled in a timely way. The management of the building is similar to running a business and requires expertise in a wide range of issues including budgeting, insurance, contracts, and human resources. They also are a source of information to complement the Residents Manual and answer questions about living in VPE.

For all of the staff, it is stressful when residents ask for personal services saying "It will just take a minute" or "I will pay you." Residents may be unaware that the LW prohibits staff from such work as it is not covered by insurance. The LW rules for employees are designed to protect them from injury or any charge of damage or theft from entering an apartment for other than scheduled building work. Even something as simple as helping with a cell phone has the potential for misunderstanding. Think what a day would be like for a staff member if all residents were calling, stopping by to chat, or expecting help—there would be little time left to manage the building.

We are grateful for a competent staff that works well with the resident led committees and Board of Directors toward a common goal. We are also grateful for the respect that residents show the staff and vice versa as it make VPE a pleasant community for all.

Keeping Up Our Condominium

High-rise living is quite different from living in a single-family home. VPE aims to foster a positive community feeling by anticipating questions, providing information, and describing a wide variety of procedures and rules in the Residents Manual related to everything from noise abatement to move-in procedures to what to do in case you are locked out. Several that residents often ask about are summarized below

Aesthetics

As residents of a shared community, we have a collective responsibility to maintain the aesthetics of the building we call home. This applies to both the exterior as well as the interior of our building. We are responsible for maintaining consistency of appearance in the common areas, such as lobbies, hallways and communal space. There shouldn't be different doorknobs, doorbells, hooks, signs, or any other appendage on or adjacent to the front door of your unit, except for religious symbols. We must all have window coverings that only have white, off-white, or beige linings visible from outside. Door decorations should be seasonal and limited to 30 days. Residents who have problems accessing their delivered newspaper on the floor can request their carrier to hang it in a plastic sleeve inserted over the door handle.

Managing Clutter

Adopting responsible discard management practices is vital to sustaining a pleasant living environment. Guidelines are posted on the wall of the Refuse Room and it is essential that residents adhere to building policies and local waste management guidelines. Residents should take time to educate themselves on proper recycling methods, including sorting materials and disposing of them in designated bins (newspapers/ cardboard/recyclables) Only bagged trash can go down the chute. There are receptacles for each type of recyclable. If you have items you think another resident would want, put a note on the Bulletin Board rather than just leave it on a shelf. Large items, such as furniture or electronics, should **not** be left at the loading dock as bulk pickup is an extra cost for the entire community. These items should be taken to the Shady Grove Processing Facility and Transfer Station in Frederick Road. They can be reached by phone on 240-777-0311. Additional information can be obtained at https://www.montgomerycountymd.gov/sws/dropoff. Items that are in good condition can be donated. The Office has a list of local non-profits that welcome gently used household goods and clothing and the Activities Committee sponsors collection opportunities several times a year.

Smoke - Free Building

Vantage Point East is a smoke-free building and has prominently posted signage at entry doors and outside. Smoking is defined as "use of any lighted legal or illegal products, smoking devices, or use of electronic vapor smoking devices that produce airborne emissions." Smoking is prohibited in the interior of all units, including patios, balconies, and garages. Smoking is also prohibited in all common areas, such as, but not limited to, lobbies, hallways, elevators, stairs, Community Room, storage areas, garages, restrooms, and refuse rooms. There is also no smoking within 20 feet of all sides of the building. Smoking materials must be disposed of appropriately before entering the building and not dropped in the parking lot.

Noise Abatement

As more and more units install hard wood flooring, concerns about scraping chairs, footsteps, and other types of noise are reported. There are many new products on the market and many use soundproofing underlays. Nevertheless, the expectation is that 80% of hard surface flooring, except for the kitchens and bathrooms, will be covered with rugs. If you are bothered regularly by barking dogs, loud TV, or after-hours workmen, we encourage you to talk with your neighbor as a first step in resolving the issue.

Water Leaks

Water leaks are the most common cause of damage to the building and to units and should be reported immediately as clean-up and repair is very expensive and subject to an insurance deductible. During business hours call the office 301-598-1075 and after hours 301-598-1044. A recent pin hole pipe leak caused significant damage to 10 apartments. There are also cases where the roof, humidifier, dishwasher, washing machine or ice maker leaked. If the VPE Board

determines that the cause of the leak is the responsibility of the unit owner, the Property Manager will notify the unit owner and request reimbursement to the Mutual. Please protect yourself and others by purchasing an EZ Trap device that can turn off your humidifier unit if it detects a water leak and inexpensive water alarms for underneath sinks and washing machine to provide an audible warning in case of a water leak. If you plan to be away for an extended period, you may want to turn off some of the water valves.

Building Temperatures

One of the major complaints each winter is that it is too cold or too hot on a floor or on one side of the building. The building was designed to be pressurized by roof unit blowers that are always on. This means that the common hallways may have roof temperature air coming into the building when it is not being heated or cooled. The three unit blowers on the roof provide heating and cooling to all the floor hallways via connected air ducts. The three thermostats which control the three units are located on the tenth floor. When heat, for example, is called for by the thermostat, the heater on the roof heats the air and sends the air down to the tenth floor to satisfy the thermostat. This air also goes to the other nine floors below. Therefore, on the tenth floor the air may feel hot and on the first floor the air may just feel warm coming out of the hallway air duct. Each of the three thermostats and roof unit blowers operates independently. Thus, the temperature will vary from floor to floor and from one end of the building to the other. We cannot adjust the hallway temperature to suit your floor or end of the building without changing the temperature in some other part of the building.

Unit Temperature

Residents may find their unit cold or drafty during the winter as air comes in under the front door. It is tempting to block the door but that is discouraged as it can affect the amount of fresh air in the unit. If you are bothered by dust, a door filter purchased at Home Depot or Amazon can be installed on the inside of the door. Another cause of drafts is that the windows are not completely closed. The windows do require significant effort to close properly. If you have a problem, please contact the VPE Office and staff will be happy to assist in checking and closing windows. Lack of humidity can also make you feel cold as the humidity helps retain the heat. If your windows have moisture on the inside, the humidity is too high.

Utilities

VPE tries to control the building's utility expenses by changing the thermostat settings during the late night hours and turning out lights in the Community Room and entrance area. A small number of lights do not go off as they are connected to the building emergency lighting system. You can help conserve electricity if you see lights on in the lobby area late at night. The switches are located on the wall near the mailbox area, and the ones to turn off are marked with yellow dots. You can also help by decreasing hot water usage. Please use your dishwasher and washing machines only with a full load and don't leave water running in the sink unnecessarily. Convenience may mean money down the drain.

Plumbing Issues

Grease blockages are a common cause of drain overflows and backups. Do not pour grease down the sink. Pour cooled grease into a disposable container and place in the trash. Meat, potato skins, celery, coffee grounds, eggshells, and onion skins are also likely to clog the disposal. To keep your garbage disposal running smoothly, always run it with a full stream of cold water. To prevent toilet clogs, do not flush wipes (even if they say they're flushable), paper towels, or Depends.

Storage Units

Because there is significant potential for mold to develop on damp cardboard and fabric, items placed in your storage unit should be in plastic containers with some space allowed for air flow in the unit. Items placed directly on the concrete floor in units on the lower level are particularly vulnerable to moisture damage. Stored items should be placed on pallets or shelves and not exceed the height of the yellow line painted outside the storage cage near the fire suppression system. Check your area periodically to protect your belongings.

Safety and Security

Power Outage

When power fails, the building automatically switches to auxiliary power and supports reduced hallway, stairway and lobby lighting, the hot water heaters and one working elevator. Since only one elevator is in service, and there is limited lighting in the hallways, trips should be restricted to emergencies only. Flashlights and fresh batteries kept in a handy locations or your cell phone flashlight are necessary to get around your unit. Lighting candles is NOT recommended as open flames are a fire hazard. Those on Xfinity phone service (or any other VoIP) will note that their landline phones do not work in a blackout. Service should remain available for landline phone customers, unless the phone runs on a rechargeable battery and then only as long as the phone's battery lasts.

Before power is restored, residents should turn off most lights, TVs or other electrical equipment; but leave at least one light on to notify you when power is restored. This prevents a huge power surge that could trigger another outage when electricity is restored. Leave your refrigerator closed as it will keep foods cold for about 4 hours. A full freezer will keep the temperature for about 48 hours (24 hours if it is half full) if the door remains closed. Download the mobile app (pepco.com/ MobileApp) so you can stay connected to emergency news.

In Case of Fire

If there is a fire in your unit, immediately leave ensuring your door is closed but unlocked. Then activate the fire alarm box nearest the location of the fire and call 911 from your cell phone if you can. The in-unit smoke alarms are not connected to the building fire alarm system

and will not alert your neighbors or fire department. However, the sprinkler system will activate when temperatures reach a certain level.

The building's red painted fire alarm boxes are on each floor next to each stairway. These fire alarm boxes activate the building's alarms and provide information to the fire department as to the floor and area where the fire is located. It will take the fire department about ten minutes to respond. The alarm and speaker can be heard in each unit but will only be activated on that floor, the floor above, and the floor below. The building's fire alarm does not activate on the other floors. If you do hear an alarm, believe that it is real. We always give prior notice before testing.

If the building's fire alarm does go off on your floor, you will hear an announcement in your unit to evacuate the building. Immediately get dressed (at least a coat and shoes if in the middle of the night) and prepare to exit the building. Before opening your entry door, touch the door to see if it feels hot. If the door does not feel hot, it may be safe to leave your unit. Exit the building using the nearest stairway, never use the elevators as they may shut down. If there is heavy smoke and or a major fire in the building, the stairway high speed fans will come on to keep smoke out of the stairwells. If the door feels hot or you can smell heavy smoke, you may be at risk by opening the door. If you cannot evacuate, stay in place and try to limit smoke from entering your apartment by putting wet rags or towels under your door. Do not open your windows unless it is necessary to safely escape the fire. If you cannot evacuate your unit due to mobility issues, please notify the VPE Office. This list is readily made available to emergency personnel.

Medical Emergency

We are fortunate to have the Medstar Emergency Room nearby. If you are injured or need medical treatment that it is not an emergency, an Urgent Care facility can provide faster service than waiting at the hospital Emergency Room where the most urgent emergencies are taken care of first. Many residents do not know that you can call 911 just for help when someone has fallen and is unable to get up. In that case, let them know you do not need transport. You will also want to take note of the defibrillator in the lobby to the left of the elevators. It looks intimidating but you only need to press the button and the machine tells you what to do if there is a cardiac emergency.

Weather Emergency

For other types of emergencies such as for extreme weather and flooded roadways, Montgomery County provides up-to-date emergency alerts via both TV and cell phone. You can register with Alert Montgomery to receive these emergency notices through www.montgomerycounty.gov and clicking on the icon at the top right corner. The Leisure World News includes information on snow emergencies. The best advice in all cases is to stay safe at home.

Support Services

Among the advantages of living in Leisure World is community support for "aging in place" as well as proximity to many Montgomery County services. As your needs change, it is important to keep up with information about where to find support. Comprehensive guides to Transportation Services and Community Resources are available in the LW Social Work Department located on the ground floor of the Medical Building.

Social Work

The Leisure World Social Work Department is staffed by experienced Licensed Clinical Social Workers. The services are free and available to all Leisure World residents and their families. It is located at the Leisure World Medstar Health Medical Center at 3305 North Leisure World Blvd. Their phone number is 301-598-1581. Their services include, for example:

- Assistance obtaining in-home care for help with activities of daily living including home health care, transportation, equipment needs, Meals on Wheels.
- Assistance identifying more supportive living options, which may include Assisted Living, Group Homes, and Skilled Nursing Facilities
- Assistance with completing Advanced Directives, Health and Financial Powers of Attorney, and MOLST forms as well as referrals to Eldercare Attorneys.
- Assessing social and psychological concerns and providing referral to mental health professionals, support groups and bereavement groups.
- Conducting Home Assessments for home-bound seniors to help identify needs and make appropriate referrals. The Social Workers have compiled a list of helpful resources.

The Social Work Department is available by phone, appointment, walk-in or home visits, Monday through Friday from 8:30 a.m. to 5:00 p.m.

Medical Alert Systems

For individuals who live alone, there are a variety of companies offering personal devices to summon help in case of an emergency such as a fall. Some devices work only in the home and others use mobile technology and can be activated anywhere. Some do not require a landline. Many cell phones and smart watches also can provide alerts. The service provider will give you a lockbox for the door and register the code to allow entrance in an emergency. The keys left with Security at the Main Gate are not a good option in case of an emergency but are useful in case you are locked out.

Senior Call Check

The State of Maryland offers a free automated daily call to you at a regularly schedule time. If the call is not picked up after three attempts, the service will call an alternate person on your behalf to check on you. Go online to https://aging.maryland.gov/Pages/senior-call-check.aspx or call 1-866-502-0560 for more information.

Respiratory Illnesses

RSV, Covid-19, and flu are circulating in the community this winter. Health professionals continue to advise taking advantage of masks, vaccines, boosters and testing to protect yourself and others. Vaccines and covid boosters are readily available through local pharmacies. If you have traveled recently and think you have just picked up a cold, please use the at-home tests available at the local libraries to be sure you do not have Covid. We are fortunate to have conscientious custodial staff who keep the common areas clean which is particularly important as we have many outsiders coming and going from the building.

Home Deliveries

As we continue to rely on home deliveries and online shopping, it is important to make sure the full address is on packages. When you order, check carefully to be sure the apartment number fits on the address line. If you can, add instructions to have your package delivered to your front door. Please follow up directly with providers when you encounter problems.

Transportation Services

If you have decided to give up driving, you may want to investigate other transportation services. LW provides limited service within LW and to local stores, either by bus or car. Uber, Lyft, GoGoGrandparent, and The Senior Connection are other options as well as several independent drivers who list in the LW News Classifieds.

Technology Update

LW has upgraded its resident and guest entry system to DwellingLIVE. This system uses an RFID LW Decal to provide automatic access to residents. To register your vehicle and obtain a decal, please contact LW Security at 301-598-1329.

DwellingLIVE also has a website that allows registered residents to enter visitors and guests 24 hours a day, seven days a week, using a computer, tablet or smartphone. You can issue a permanent (yearly) or temporary visitor guest passes directly to anyone by accessing the website. Any resident who does not have access to DwellingLIVE website should contact the VPE Office to obtain an email link and password. Residents can still call the Main Gate at 301-598-1044 to report expecting guests.

VPE is considering providing notices of events, meetings, and club activities by email. This may be a more efficient method to keep informed of happenings. A notice requesting permission to receive electronic information will be issued soon.

Friendly Reminders from the Property Manager

Absences

If you are going away for 3 or more days, please fill out an Absence Form available in the rack outside the VPE Office. It is crucial that we have a way to communicate with you or a designated person in the event of an emergency. If you are going away and are having someone stay in your home, please fill out the short-term occupancy form available in the VPE Office.

If you plan to leave your vehicle in the lot, as a courtesy, park it in one of the side parking lots. If you own a garage space, please leave your car keys with a neighbor in case there is an emergency, and

your car needs to be moved. During the winter months, the parking spaces marked with signs for snow storage must be kept open.

In-Unit Improvements

If you are planning to have any work done in your unit by contractors, you must obtain approval by filling out an "Application for Alterations & Improvements" prior to any work being performed. The application is in the rack just outside the VPE Office. Because there is often considerable noise related to installation of floors and other work, as a courtesy, let your neighbors know what to expect.

Residential HVAC Maintenance Contract

VPE has changed providers and is no longer using PPD for filter changes and equipment maintenance. The new contract is with AMD Mechanical to provide preventative maintenance and also take care of minor repairs to your HVAC unit. Complete information is available on the handout recently distributed to each unit. If you have heat or cooling issues, please call them at 301-283-3600.

Pets

Pet owners are required to provide the VPE Office with a Montgomery County Pet License and fill out a VPE Pet Registration Form accompanied with a photo of the pet, breed and weight and rabies vaccination certificate. Please remember that only one pet is allowed per unit and the weight limit is 40 pounds. Pets include cats, dogs, and birds. Please remember to keep your pet in a leash or pet carrier at all times when leaving the unit. All pets, including those visiting, are required to enter and exit the building through the P-Level.

Refuse Rooms

We must all work together to keep the trash rooms as clean as possible and help our staff who take care of them daily. Read the guidelines posted on the wall and containers as well as pages 29-30 in the Residents Manual. There are receptacles for each type of recyclable. Recyclables are emptied daily during the week and as necessary on the weekends. Plastic bags and Styrofoam are particular problems and cannot be mixed in with recyclables. Large cardboard must be taken to the containers in the loading dock area. All other materials such as clothes, hangers, or broken small appliances can only be disposed of in the loading dock bin labeled for other materials. Better yet, use the facilities of the Montgomery County Transfer Station on Frederick Road.

Orientation of Caregivers

Caregivers accompanied by the resident or employer, when possible, should drop by the Office for a brief introduction to the building and VPE Rules and Regulations. A handout covering the most important policies is available for guests and employees of residents. Particular attention should be paid to how to dispose of household trash and use of the Community Room.

Annual Notices

Homeowner/Tenant Insurance

VPE is covered under a Leisure World master insurance policy (see the Residents Manual) which provides coverage for damage to developer-grade fixtures, appliances, walls, floor coverings and cabinetry in your unit. However, it does not cover any improvements from original construction, personal property or personal liability. VPE requires that you carry a personal condominium unit policy to address those needs, and submit proof of insurance annually. Please note, the Maryland Condominium Act (Section 11-114) states that "if the cause of any damage to or destruction of any portion of the condominium originates from a unit, the owner of the unit where the cause of the damage or destruction originated is responsible for the Council of Unit Owner's property insurance deductible not to exceed \$10,000." You may be responsible for the deductible regardless of negligence. Please review your current policy and contact your agent if you have questions regarding your coverage.

Homeowners Rights

Annually we provide formal notice of your homeowner's rights. Montgomery County recognizes that a large proportion of all its citizens now live-in condominium, cooperative, and homeowner associations, generally called "common ownership communities." To serve the special needs of these communities and to act as their advocate, the County created the Commission on Common Ownership Communities (CCOC) by enacting Chapter 10B of the County Code. The Commission has 3 basic duties:

- Education: The Commission provides free information to both members and to governing bodies about their rights and duties under Maryland law, as well as advice on how to properly operate the association. Among other tools, it offers a "Manual and Resource Guide" for boards of directors.
- Legislation: The Commission advocates for common ownership communities concerning proposed laws and regulations at the local and State level.
- Dispute resolution: The Commission can hear and resolve certain disputes between members of the communities and their governing bodies, and its decisions are legally binding on the parties.
 For more information on the Commission and its services, visit its website: www.montgomerycountymd.gov/ccoc

Resolving Complaints

At VPE we have a process to officially hear complaints, investigate problems or concerns, and try to resolve them for the benefit of our residents. As a unit owner, you have rights and responsibilities spelled out in the Bylaws, Residents Manual, and Rules and Regulations. To officially present complaints for the Board to investigate, a letter to the Board and/or Property Manager will suffice. Every effort is made to resolve issues informally but depending on the scope of the problem, the Covenants Committee may conduct a formal investigation and make a recommendation to the Board. If the dispute cannot be resolved within VPE, the aggrieved party may file a formal complaint with CCOC. The Leisure World Community Corporation (LWCC), including its Board of Directors, also has procedures in place to handle unit owner complaints that deal with issues pertinent to the whole community or with Leisure World of Maryland Corporation (LWMC). If the complaint cannot be resolved within Leisure World, the aggrieved party may then file a formal complaint with CCOC.

Vantage Point East

2024 Board of Directors and Committee Members

Board of Directors

Henry Jordan, President (301) 598-0174 HJordanVPE@aol.com

Ann Ferren, Vice President (301) 598-1840 aferren@radford.edu

Sid Sussan, Treasurer (240) 242-3220 lauraandsid@gmail.com

Earl Reba, Secretary (301) 438-0099 lereba@comcast.net

Myron Baum, Director (301) 598-9577 MBPHGCPA@aol.com

Richard Boker, Director (240) 560-6009 rmboker@me.com

Bruce Hulman Director (301) 598-0687 brucehulman2022@gmail.com

Activities Committee

Lyn Tanenholtz, Chair (301) 288-7770 Anna Jelen, Vice-Chair Marylin Jordan, Treasurer Rebecca Boker Katherine Bloom Kathi Carlson Sabina Castro Donna Copeland Barbara Eisen Cheryl Fleming Sonny Gerber Cynthia Halper Eunice Kahn Ellyn Kaufman Lise McCallum Gail Roe

Budget & Finance Committee

Doug Carlson, Chair (917) 930-2288
Mike Baum
Howard Brewer
Ellen Gardner
David Richards

Building and Grounds Committee

Bruce Hulman, Chair (301) 598-0687
Ceil Combe— Landscape
Nicole Dickson
George Pearlman
Stephen Raucher

Communications Committee

Suzie Offit, Chair (301) 598-1966 Barbara Eisen Cheryl Fleming Tom McGrath Len Silver

Covenants & Rules Committee

Ann Ferren, Chair (301) 598-1840 James Lieberman Nadine Smith

NEED MORE INFORMATION?

Regular Meetings- All residents are welcome to attend. Board Meetings are held the last Thursday of every month at 1:30 p.m. You can also attend our Committee Meetings:

- Activities: Held the first Wednesday of every month at 10:30 a.m.
- Building & Grounds: Held the third Wednesday of every month at 1:30 p.m.
- Budget & Finance: Held the last Tuesday of every month at 1:30 p.m.
- Communications: Held the second Wednesday of every month at 3:00 p.m.

Leisure World & VPE Websites

If you need general information about the community, you can visit www.leisureworldmaryland.com. Residents can also log on to residents.lwmc.com to access LW information such as LWCC Board Meeting Minutes and club information. To receive regular email notifications from the General Manager look for the opt-in near the bottom of the Sign Up page. You can also find a link to our external website, www.vantagepointeast.com, to obtain information such as bylaws, Resident's Manual, floor plans and copies of our newsletter, *The View*.

TV Channels

Channels 972 and 974 show scheduled Leisure World events as well as important messages such as closures. Channel 977 allows you to view the front door vestibule. You can use it when waiting for visitors or to see if the mail is in (you will see a "M" displayed on the top right hand corner).

IMPORTANT PHONE NUMBERS

SECURITY- Main (Georgia Ave.) Gate	301-598-1044
Clubhouse I and Lifestyle Office	301-598-1300
Clubhouse II	301-598-1320
Comcast	1-855-638-2855
Leisure World Administration	301-598-1000
Leisure World Security	301-598-1355
Leisure World Social Work	301-598-1007
Connecticut Ave Gate	301-598-1022
Norbeck Gate	301-598-1066
MedStar Main Office	301-598-1590
MedStar Lab	301-598-1045
Physical Properties (PPD)	301-598-1500
Post Office (in Leisure World Administration Building)	301-598-1030
VPE Office	301-598-1075