



Waters Landing Association, Inc.

20000 Father Hurley Blvd. • Germantown, MD 20874 • 301-972-3681 • www.waterslanding.org

**ANNUAL MEETING OF THE MEMBERS
WATERS LANDING ASSOCIATION, INC.
Tuesday, November 18, 2025, 6:30 PM
Hybrid (in person and via Zoom)**

In case a quorum of the membership is not achieved at this first call for the Annual Meeting,
a Reconvened Meeting will be scheduled for **Thursday, December 11, 2025, 6:30 PM**

Business will be conducted in accordance with the following agenda:

AGENDA

- I. Call to Order
- II. Roll Call and Certificate of Proxies
- III. Proof of Notice of Meeting or Waiver of Notice
- IV. Approval of Minutes from the 2024 Annual Meeting
- V. Reports of Officers*
- VI. Reports of Committees*
- VII. Unfinished Business*
- VIII. New Business*
- IX. Appointment of Inspectors of Election
- X. Election of Directors
- XI. Adjournment

* Items addressed by the Board during monthly business meetings.

WATERS LANDING ASSOCIATION, INC.

2025 ANNUAL MEETING

Voting, Proxies, and Candidate Nomination Instructions

Election System:

We will be utilizing the online election system, Election Buddy, to host and distribute the live ballot and tabulate votes for the election. Each unit owner will be assigned a unique access key, which can only be used once. Please note that any vote cast through Election Buddy will be final upon submission and cannot be changed, so be sure to check your selections before submitting.

For more information about Election Buddy, please visit: <https://support.electionbuddy.com/en/>.

Ballot:

The live ballot will be accessible via Election Buddy, and a unique access key will be emailed to all registered unit owner email addresses on Thursday, November 13, 2025, and will be valid until 6:30 PM on Thursday, December 11, 2025. You will not need to download any app or create an account to vote.

Voting Instructions:

1. You may only select one (1) Candidate:

- Review the profiles of the candidates running for the Board of Directors. After careful evaluation, select the candidate you believe is best suited for your vote.

2. Abstain:

- If you prefer to abstain from voting for a candidate but would like to contribute to the meeting quorum, please select the appropriate option as indicated on the ballot.

3. Voting Results:

- Voting results will be available on Friday, December 12, 2025, and will be posted to the website.

***A quorum of 51% of unit owners must be met to hold the meeting on November 18, 2025, otherwise, the Reconvened Annual Meeting will take place on Thursday, December 11, 2025, at 6:30 PM.**

The Candidate Forum will be held on Wednesday, November 12, 2025, at 6:30 PM. This opportunity offers our owners a chance to meet the candidates and to be better informed on various issues that may be raised. Nominations will not be accepted from the floor during the Annual Meeting.

Use of the Uninstructed or Instructed Proxy:

A proxy should only be used if you are either unable to attend the meeting or to vote electronically. If you are not intending to vote and wish to support the Association reaching quorum, please use the *uninstructed proxy* form. If you intend to vote, please use the *instructed proxy* form. All proxies must be submitted to Action Management by the date and time stated on the proxy form. Any proxies received after that time will not be counted. **Please read the instructions on the Proxy Form to complete that document.**

For any inquiries or assistance, please contact Luisa.Chavez@fsresidential.com.

WATERS LANDING ASSOCIATION, INC.
ANNUAL MEETING
6:30 p.m., Tuesday, November 18, 2025
RECONVENED ANNUAL MEETING
6:30 p.m., Thursday, December 11, 2025

UNINSTRUCTED PROXY
(NON-VOTING PROXY)

This form is used for the sole purpose of establishing a quorum.

If you do not wish to vote in the election but would like to be counted toward the quorum required for conducting business, please **use this form**. *With the exceptions of the Managing Agent, a member of the Board of Directors, or an owner who is affiliated with facilitating the Annual Meeting, you may designate any owner who will attend the meeting as your proxy representative*

I(We), _____

as owner(s) of property located at

Germantown, Maryland, and member(s) in good standing of the Waters Landing Association, Inc. hereby appoint:

(Enter name of the person attending the meeting as your representative)

as Proxy for the sole purpose of establishing a quorum at the 1st Call on Tuesday, November 18, 2025, or the Reconvened Annual Meeting of the Waters Landing Association, Inc., to be held Thursday, December 11, 2025.

Signature of Owner _____

Signature of Owner _____

Date _____

DIRECTIONS:

To be considered, this form must be submitted by 6:30 PM on Tuesday, November 18, 2025 or in the event of a Reconvened Annual Meeting, by 6:30 PM on Thursday, December 11, 2025, Please return the form to Action Management at PO Box 4157, Annapolis, MD 21403, or have your designated proxy email it to debbie@action-management-inc.com by the stated deadline.

WATERS LANDING ASSOCIATION, INC.
ANNUAL MEETING
6:30 p.m., Tuesday, November 18, 2025
RECONVENED ANNUAL MEETING
6:30 p.m., Thursday, December 11, 2025

INSTRUCTED PROXY

I(We), _____ and _____, owner(s) of the property located at:

_____, Germantown, Maryland 20874.
(Address)

and member(s) in good standing of the Waters Landing Association, Inc. hereby appoint:

_____ (insert name of proxy)
(Your proxy holder may not be the Managing Agent, a member of the Board of Directors, nor any member who is affiliated with the Annual Meeting and Election)

as my/our proxy, with full powers of substitution, for the purpose of casting my/our vote for the election of directors (only in accordance with my/our instructions noted below), and on any other matter that may come before the Annual Meeting, including any continuations, recesses or adjournments thereof.

Signature of Owner #1

Signature of Owner #2

Date

Date

If you wish to cast your vote by proxy in the board election, the law requires you to indicate on this form the candidate(s) for whom you wish to vote. If you do not mark your vote below, this proxy form cannot be used to vote in the board election, but may be used to vote on all other matters, in accordance with the association's governing documents and applicable law and will be counted towards a quorum.

If you do not mark your vote below, this proxy form will be used for quorum purposes only. Under the bylaws, no unit owner serving as a proxy may cast more than one vote by proxy, in addition to their own vote.

You may instruct your Proxy to vote for only one (1) candidate. Please mark your selections below.

Candidate Name:

(☐) Karen Kizer

(☐) John Pesce

(☐) Karen White Lamanna

DIRECTIONS:

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WATERS LANDING ASSOCIATION, INC.
Qualification Statement for Board of Directors Candidate

Name: Karen Kizer _____

Phone: _____

Address: Bargene Way _____

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held & length of service.

I have been on the Waters Landing Association Board of Directors since March 2024. I am currently the Secretary. I was also on the AERC committee. I had also been active in PTA when my children were in school, as well as stepped in a few years ago when the MLK PTA did not have enough parents willing to be on their Board.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc)?

Serving on the current Board has allowed me to apply & expand upon the skills I've developed throughout my corporate career. My background in project mgmt. has helped in keeping the Board focused and organized. I am responsible for recording & maintaining the minutes of Board meetings as well as producing our weekly newsletter, which is sent consistently and enhanced to include resources and local activities that benefit our community. I have taken the lead on several key initiatives - Waters Landing Drive Safety, Neighborhood Watch Program and feasibility of a safety patrol, working with the County, MCPD, and community residents. I am also the liaison for the Community Engagement Committee. My paralegal experience has enabled me to research various issues affecting our community. I remain deeply engaged with both the Board & our residents.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

Serving on the Board has been a rewarding experience, and I am proud of the contributions I've made. I feel I have done a good job representing our community and working collaboratively with fellow Board members and the office team. I'm deeply invested in continuing this work & building on the progress we've made. I would like to continue leading the projects I'm currently responsible for. I'm also committed to seeing through the renovations that began this year and supporting future upgrades that will enhance the community. My goal is simply to help make our community the best it can be - a safe and welcoming place for all residents. I hope to continue to serve to achieve that vision.

Other comments or ideas:

RETURN BY October 27, 2025 to:
Waters Landing Association, Inc.
email: wla@waterslanding.org
20000 Father Hurley Blvd., Germantown, MD 20874

WATERS LANDING ASSOCIATION, INC.
Qualification Statement for Board of Directors Candidate

Name: John Pesce _____

Phone: _____

Address: Anndyke Place, Germantown, MD _____

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held & length of service.

Yes, I have been volunteering for the Waters Landing HOA for over 36 years, roughly 6 of those years serving as president of the Board of Directors. Other years were spent volunteering for Committees, including the Electric Vehicle Charging Station committee.

What background or experience do you have which would qualify you for a Director position (education, organizations, occupation, attending Waters Landing meetings, etc.)?

From past experience of serving on the WLA Board of Directors, I am quite familiar with the various internal processes, including Budgeting, Financial Investments, Contract awards, Governing Documents, and Legal requirements. Also quite familiar with the structure of the WLA properties, contractors and Neighborhoods.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

I would like to lobby for more input from the Community Members, especially for major Board decisions. We should explore better alternatives to help improve pedestrian safety, and lobby against the speed bumps on Waters Landing Drive, which is likely to create more issues and concerns.

Other comments or ideas:

I have been a WLA resident for about 37 years, and found WLA to be an excellent community to raise a family. HOAs only work because of the efforts of volunteers. I'd like to help maintain the aesthetics of the community, preserve property values, and keep assessment/dues low.

With proper investments of the Association's reserve-funds, enough of a revenue-stream can be provided to keep assessment/dues low.

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Qualification Statement

Name: Karen (Kay) White Lamanna

Phone: _____

Address: Neerwinder Place

Have you ever been involved in a Homeowners Association or similar community service organization? If so, describe including positions held & length of service. No.

Which means I will be viewing matters with fresh eyes.

What background or experience do you have which would qualify you for a director position (education, organizations, occupation, attending Waters Landing meetings, etc.)? I hold a

degree in Political Science & have worked as support staff in law firms for 25+ years. I've gained experience with organization, communication, and attention to detail throughout my career. I understand how important clear procedures & consistent standards are for keeping things running smoothly.

What are your reasons for seeking nomination to the Board of Directors (goals, ideas, etc.)?

I want to protect my investment, make sure our community is managed fairly, and contribute to making this a place people are proud to live.
Practical decisions, Positive community

RETURN BY Monday, October 27, 2025, to:

Waters Landing Association, Inc.

email: wla@waterslanding.org

20000 Father Hurley Blvd., Germantown, MD 20874



Annual Notice to Residents of COC's



We want you to know about the Montgomery County Commission on Common Ownership Communities

Montgomery County recognizes that a substantial proportion of all its citizens now live in condominium, cooperative, and homeowner associations, generally called "common ownership communities." In order to serve better the special needs of these communities, to act as their advocate, and to maintain and improve the quality of life in these communities, the county created the **Commission on Common Ownership Communities**, operating under the authority of Chapter 10B of the Montgomery County Code.

The commission has 3 basic duties:

Education: The commission provides free information to both members and governing bodies about their rights and duties under Maryland law, as well as advice on how to properly operate the association, and avoid complaints. Among other tools, it offers a "Community Manual and Resource Guide" for boards of directors, and detailed information on such topics as architectural control, assessments, and meetings – all of which can be found on the commission website. It also publishes a newsletter summarizing recent developments affecting common ownership communities. Commissioners will speak to communities and their boards on request and welcome invitations to do so.

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. Copies and easy-to-read summaries of its decisions are posted on its website and reviewed in its newsletter.

The commission is composed of 15 volunteers who are appointed for three-year terms. Eight members must be residents of common ownership communities and the other seven must be professionals who work with the communities, such as property managers, lawyers, developers, and realtors. Every fall, the county publishes a request for applicants to the commission to replace those whose terms are due to expire.

For more information on the Commission and its services, visit its website at:

www.montgomerycountymd.gov/ccoc

If you have questions or need advice, the CCOC prefers to be contacted by email at:

CCOC@montgomerycountymd.gov

2017

Articles

Client Alert: New Maryland Law Affecting Condominium and Homeowner Associations

Date: June 20, 2025

By: [Corben R. Zanger](#), [Benjamin J. Andres](#)

Mayland Senate Bill 758 / House Bill 1534 (the “Bill”) was recently signed by the Governor of Maryland, Wes Moore, and will go into effect October 1, 2025. The Bill ([available here](#)) amends Title 11 (the Condominium Act) and 11b (the HOA Act) of Maryland’s Real Property Code by imposing significant new regulations on association elections. The Bill also introduces new limitations on when fees may be charged to owners who request to review or copy the books and records of an association. While the Bill does not go into effect until October 1, 2025, it is important for Maryland Associations to be aware of the changes and to begin implementing policies to ensure compliance with the Bill.

The Bill considers elections to include the collection and counting of ballots and the certifying of results for officers or members of an association’s governing body. Maryland Associations must now have their elections conducted by “independent parties”, who are not candidates in the election and do not have a conflict of interest regarding any candidate(s) taking part in the election. Importantly, the property managers of many associations will **not** qualify as independent parties.

Independent parties include qualifying unit or lot owners, property management that is owned by the Association, and third-party vendors or commercial technology platforms. Unit owners and lot owners can qualify as independent parties, so long as they comply with the remaining requirements of Title 11 and Title 11b, do not campaign or electioneer for any candidate(s), and are not subject to the objection of more than twenty-five percent (25%) of the unit or lot owners who are eligible to vote.

The Bill further amends the Condominium Act and the Homeowners Association Act to prohibit associations from imposing charges on an Owner for examining the financial statements or the meeting minutes of the association in person, or for requesting and receiving them electronically. This means that Maryland Associations may only impose charges to review or copy the books and records when the review or copying occurs outside of normal business hours or is requested without reasonable notice.

For guidance concerning the Bill and its effects, or advice regarding what constitutes a conflict of interest for independent parties' conducting elections on behalf of associations, you can contact the authors at BAndres@whitefordlaw.com or CZanger@whitefordlaw.com, or visit [Whiteford's Community Association Homepage](#) for more information.

The information contained here is not intended to provide legal advice or opinion and should not be acted upon without consulting an attorney. Counsel should not be selected based on advertising materials, and we recommend that you conduct further investigation when seeking legal representation.

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