



# Waters Landing Association, Inc.

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## MINUTES OF THE ZOOM MEETING OF THE BOARD OF DIRECTORS July 15, 2020

### CALL TO ORDER:

The Zoom meeting was called to order at 7:03pm by Jennifer Jones, President.

The Board of Directors appointed John Pesce to the vacant at-large position.

### NOTATION OF ATTENDANCE:

Jennifer Jones, President  
Joe Parreco, Vice-President  
Lee Callicutt, Secretary  
Richard "Chet" Walker, Treasurer  
John Pesce, At-Large

Others:

Kristin Czarick, CMCA, AMS (GM), of the Association staff  
Bill Hudak of First Service Residential  
Vlade Jankovic, RSV Pools, Inc.

### APPROVAL OF MINUTES:

The June 17, 2020 Board of Directors meeting minutes were approved by acclamation with one abstention by John Pesce, who was not a member of the Board in June.

### OPEN FLOOR:

Prior to Open Floor, Jennifer Jones reviewed the Zoom protocol established by the Board of Directors so that all participants were aware. Zoom protocol is available on the Association website.

Several items were discussed during open floor.

- I. Residents were appreciative of the zoom meeting option with the ongoing pandemic.
- II. Residents expressed thank you for the pools being open.
- III. Laura Magnuson expressed that she felt she had not been getting answers; but felt that there was some improvement recently.
- IV. Bruce Schwalm asked about recording the meeting. The Board has been advised by legal that meetings should not be recorded.
- V. Mark Sagarin was appreciative and complimentary of the path repaving project near Country Lake and asked how the rest of the project was going. Mr. Sagarin understood that this would be covered under the General Manager's update.
- VI. Maria Traver asked about adding crosswalks on Waters Landing Drive. The Board advise that Waters Landing Drive is a Montgomery County owned & maintained road. Ms. Traver was encouraged to contact Montgomery County at 311 and make the request for additional crosswalks.
- VII. There were additional questions about recording the meeting and information available prior to the Board meeting. Agendas will be posted the week prior to the meeting.

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#### A Not-for-Profit Homeowner Association Serving the Waters Landing Community of Neighborhoods

• Churchill Senior Living • Country Lake • Deep Wood Village • Esprit • The Fields • Gables/Manorwoods • The Gables Apartments • Harbour Place •  
• Highlands • LakeCrest • Lakeforest • Lakeview • Landing Glen • Laurelwood Cove • Logansport • South Shore Harbour • Stonecreek Club •  
• Sunridge/Village • US Homes @ WL • Waterbury Downs North • Waterbury Downs South • Waters Edge • Waters House • Waverly • Woodlands •

- VIII. Questions about changing the Board size were also asked. Jennifer Jones explained that the Board discussed a change in size, but a larger Board has resulted in quorum issues in the past. Changes in the size of the Board typically occur during the annual meeting process. Kim Schwalm asked that this be added to the August agenda to discuss.
- IX. Questions at the end of the meeting regarding extension of the pool season. This will have to be reviewed in August.
- X. Questions also arose about the undeveloped corner lot and the final phase of Churchill Senior Living. There were questions regarding density changes; however, the Association was not aware of any changes. The undeveloped lot is owned by the Episcopal Diocese of Washington and is not part of Waters Landing. Chet Walker discussed that the Association cannot take a position as we cannot confirm 100% support of all of the 3,000+ units in Waters Landing.

#### **CONTRACTOR REPORT:**

Vlade Jankovic of RSV Pools, Inc. provide a report on the pool season to date. Both pools are now open with "open swim." Pool A initially opened with lap swimming only, but now has moved to open swim. The majority of residents who are attending the pools are complying with the rules and regulations as required during the COVID-19 pandemic. Neither pool has run into overcrowding; but it is suggested that capacity be kept at 30 patrons to ensure proper safety protocols, including social distancing. Jennifer Jones added that she has witnessed most patrons cooperating; however, there have been a few children not wearing face masks when not in the pool. Jennifer Jones asked about the cleaning protocol. Vlade Jankovic explained that during the periods of shut down, all high touch surfaces are cleaned. This includes guard chairs, railings and bathrooms. A detergent to disinfect for COVID-19 is utilized.

A resident asked about how guards are protected when dealing with uncooperative residents. Vlade explained the standard operating procedure includes the manager on duty speaking to the patron in question. If the issue persists, the area supervisor is contacted, who will go to the pool to address the patron.

#### **FINANCIAL REPORT:**

Bill Hudak of First Service Residential, Waters Landing's financial contractor, provided a financial report. Bill Hudak reviewed cash verse reserve amounts with \$959,000 in cash and \$2.8 million in reserve. The path system project will be coming out of reserves this year. Portions of reserves are invested and cannot be withdrawn easily based on their investment type. This constitutes approximately a quarter of reserves.

Delinquencies are up comparatively to last year of the same time, a result of the ongoing pandemic. One large unit remains delinquent since December and will be turned over to legal counsel for collections process.

Recently a new line item was established to cover COVID-19 expenses, such as mailings, taping off playgrounds, signage, cleaning supplies and other items required relating to COVID-19 expenses.

Bill Hudak briefly explained some of the software changes that are part of First Service Residential's proprietary software.

Bill Hudak also briefly explained that the amounts in cash and reserves are part of the consolidated report and are spread out among neighborhoods as all neighborhoods have individual budgets.

#### **GM UPDATE:**

The GM provided an update that three tot lots will be bid for replacement. This includes the tot lot at Pool B, one in Waterbury Downs North and one in LakeCrest, with a focus on ages 3-5. Contractors will have to determine what can fit in the areas that comply with more stringent Montgomery County playground codes.

The entire interior path system is currently in the process of being overlayed. So far, the project is going well. O'Leary Asphalt has brought in extra crews and may potentially finish the project the following week, slightly ahead of schedule. This is weather dependent.

The tennis courts at both rec centers are also undergoing overlays, as well as the multi-use courts. The tennis courts will require 30-45 days for the new asphalt to cure prior to the application of the tennis court surface. Both tennis court lines and pickle ball lines will be painted on the two tennis courts at Rec A and at the tennis court at Rec B. Updates will be posted to the webpage.

**OLD BUSINESS:**

None offered.

**NEW BUSINESS:**

None offered.

**ADJOURNMENT:**

Jennifer Jones took a minute to thank Chet Walker for his tenure as President, providing leadership and knowledge of Waters Landing.

The meeting adjourned at 8:27pm.