WATERS LANDING ASSOCIATION

Minutes from the Board of Directors Meeting
Thursday, May 14, 2026

In Attendance – Board of Directors

- Gavin Green, President
- Andy Williford, Vice President
- Anna Varnavas, Treasurer
- Mark Sagarin, Assistant Treasurer
- Jordan Straub, Secretary
- Kay Lamanna, Member-at-Large

In Attendance – Management and Guest Presenters

- Ben Deering, General Manager
- Kate Tuttle, Arborist with Eastern Tree Arboricultural Consulting
- Pete Lambis, Founder and Principal of Lambis Rank
- Wisdom Harden, Project Manager with Lambis Rank

I. Call to Order & Verification of Quorum

The Board of Directors of the Waters Landing Association convened a meeting on Thursday, May 14, 2026. The meeting was convened as a hybrid with some participants in person, and others connected online via Zoom conferencing. With a quorum of the Board of Directors verified, the meeting was called to order at 6:06 p.m.

II. Review and Approval of Agenda

DECISION: The Board of Directors approved the May 14, 2026 meeting agenda as amended.

III. Presentation – Certified Independent Arborist

The Board received a presentation from Arborist Kate Tuttle of Eastern Tree Arboricultural Consulting who was invited by Management. Ms. Tuttle relayed information regarding her professional background and she explained that her work focuses on evaluating community landscapes, identifying long-term needs, establishing priorities, and helping associations make informed decisions regarding landscaping and tree management. She emphasized that recommendations can be tailored to the specific financial limitations and strategic goals for Waters Landing.

Discussion focused heavily on tree management concerns throughout the community. Board members explained that tree-related issues represented one of the Association's most significant landscape concerns, and that they wanted a broad assessment of the entire property rather than concentrating on isolated areas. Several Board members expressed concern about ensuring that all sections of the community would be evaluated fairly, and that resources would not be disproportionately allocated only to one area. Ms. Tuttle that explained she could perform broad, community-wide evaluations and help identify priority locations requiring immediate attention.

MOTION: Mr. Green moved to authorize Arborist Kate Tuttle of Eastern Tree Arboricultural Consulting to conduct an initial consultation and property assessment, with scheduling to be coordinated through management. However, no second was raised therefore the motion dies.
ACTION: The Board will include "Landscape Planning and Arborist Evaluation" as a topic for a future Work Session.

IV. Review and Approval of Meeting Minutes

MOTION: Mr. Green moved to approve the April 16, 2026 Board of Directors Meeting minutes as amended. Ms. Lamanna seconded. The motion carried unanimously.

V. Officer Committee Reports

A. EV Charging Committee: John Pesce reported the following information:
   1. The EV Committee met on Tuesday, May 5th via Zoom with all three committee members present.
   2. The committee approved its April 2026 meeting minutes, and forwarded both the approved April 2026 minutes and the draft May 2026 minutes to management.
   3. The primary focus of the May 2026 meeting was to review two competitive bids for the installation of EV charging sidewalk channels. The committee discussed both proposals in detail, and submitted several follow-up questions to management regarding the bids. Mr. Deering reported that discussions were continuing with the vendors regarding revised pricing and scope clarification. Management is also exploring whether one contractor could match the lower bid submitted by the competing contractor. Additional clarification was being sought regarding responsibility for supplying aluminum materials associated with the installation. The committee estimated that the lower-priced proposal would be approximately $600 per participating homeowner if at least five homeowners proceeded with installations.

B. Architectural & Environmental Review Committee (AERC): John Pesce reported that the AERC met on Monday, May 4th with five of six committee members present. Sixteen applications were reviewed during the meeting. Of those, 13 were approved; two were tabled; and one was denied. The denied application involved the removal of a tree, and the application lacked reasoning for the removal of a tree where a professional arborist's assessment would be appreciated. Concerning the applications that were tabled, one was for a proposed six-foot fence; and the other was for an electric vehicle charging station. Approved applications included patios; siding replacements; window shutters; front stoop repairs; landscaping improvements; deck work; shed siding; and painting projects throughout both the single-family and townhouse sections of the community.

C. County Commission on Common Ownership Communities (CCOC): Mr. Green reported that future updates would be provided as soon as new information became available, rather than waiting until the next Board Meeting.

D. Community Engagement Committee (CEC): Karen Kizer reported the following information:
   1. The CEC's most recent meeting was canceled due to a lack of available committee members. The committee was working to reschedule the meeting.
   2. The committee continued planning for a future community Meet and Greet that would include Board members, management, staff, committee representatives, and swim team representatives. The goal of the Meet and Greet will be to create opportunities for residents to become familiar with the volunteers and staff serving the community.
   3. Positive feedback was received regarding newly established fiber arts events, with participants expressing interest in continued programming.
   4. The committee was evaluating whether event schedules should be adjusted once school concluded for the summer so that children could potentially participate.
   5. A Gardening Club will begin meeting at the community center.
   6. A Kindness Rocks painting activity would be scheduled for the summer months.
   7. Community events were being advertised through the unofficial Facebook pages and NewsAshore.

E. Pool Committee: Amy Philips reported the following information:
   1. The committee met on Sunday, April 12th and Wednesday, May 6th, and submitted minutes for both meetings. The committee planned to increase meeting frequency to every two weeks during the peak summer season before returning to monthly meetings later in the year.
   2. The Pool Committee requested Board consideration of appointing an additional committee member, Kelli Keith, who would represent the swim team. Ms. Keith's application arrived too late for consideration during the April 2026 Board Meeting.
   3. The committee developed a list of questions for the new pool management company, High Sierra Pools. The questions focused on operational procedures; compliance with governing documents and regulations; adult swim policies; and contract language.
      ACTION: Responses from High Sierra will be distributed to the Board and Pool Committee members. Management also committed to inviting High Sierra representatives to a future Pool Committee meeting to discuss the questions directly.
   4. The committee discussed contingency planning for the swim team in the event the pool openings were delayed. Rockville Municipal Swim Center was identified as a possible alternative practice location, although concerns

remained regarding travel distance and participation impacts. The Board advised that discussions with the swim team would continue as additional information became available.

5. The committee reported preliminary planning for a pool grand opening event. The concept included a soft opening followed by a larger community celebration once all facilities were fully operational. Proposed dates and budget requests would be discussed during the New Business portion of the meeting.
6. Additional topics under review included possible water aerobics programming; future analysis of pool attendance data; updates to the adult swim age language in the pool rules; and concerns regarding reports that a motor at Pool B may be failing.

VI. Management Report

Mr. Deering reported the following information:

A. Financial Statement Review: The March 2026 financial statement were posted to Resident Connect. The April 2026 financial statement would be available by Monday, May 25, 2026.

B. Operations Updates:

1. Swimming Pool Bathroom Renovation: Pete Lambis and Wisdom Harden, Representatives from Lambis Rank, provided an update regarding the status of the pool bathroom project. While construction remained active, several challenges had emerged to affect the schedule. The most significant issue involved the installation of overhead roll-up doors. During preparation for installation, field measurements revealed dimensional conflicts that required redesign and re-fabrication. The discovery created an unexpected delay. Revised materials would need to be fabricated before installation could proceed. Lambis Rank clarified the overhead doors were required for pool inspection approval and pool operation. They also provide insight into inspections; the project's anticipated completion timeframe; and the possibility of implementing temporary restroom facilities.

   ACTIONS: Management will obtain final proposals for temporary restroom facilities and provide updated cost information to the Board. Management and the project representatives will continue meetings with health officials and inspectors to clarify requirements and minimize inspection-related risks.

2. Retaining Wall Project: Permit applications had been submitted for the retaining wall project. County reviewers requested revisions to the engineering drawings, which were subsequently completed and resubmitted. The project remained in the permitting phase, and construction scheduling decisions would be presented once permit approval was received.

3. Basketball Court Enhancement: Paving work for the basketball court expansion was completed. Installation of the basketball goals and temporary court striping was scheduled. Final seal coating and the painting of permanent court markings would be completed later in the summer.

4. Meeting with Churchill Senior Living: Management and Board representatives met with representatives from Churchill Senior Living to discuss concerns regarding the newly expanded basketball court area. Churchill representatives expressed concern that basketball facilities had historically attracted inappropriate activity, and could potentially create security issues for nearby senior residents. The Board described the meeting as productive and positive. Management agreed to explore the installation of additional lighting and security cameras in the area to improve visibility and security.

5. Community Center Door Maintenance: One Community Center door had been temporarily boarded due to safety concerns after the glass became unstable. Several contractors advised that the aging doors would likely require full replacement rather than repair. The Board discussed replacing both the front entrance and accessible side entrance while postponing broader renovation decisions until the retaining wall work was completed. The Board also discussed potential ADA accessibility improvements and keypad access systems.

6. Comcast Service Renewal: Mr. Deering discovered an expired Comcast agreement and identified services that were no longer necessary. Through negotiations, management was able to obtain updated pricing and eliminate unnecessary charges. The Board also discussed potential community-wide internet service opportunities that could provide benefits to residents while generating revenue for the Association.

7. Wynnfield Crosswalk:
   ACTION: Mr. Deering will follow up regarding painting of the crosswalk lines.

C. Common Area Report: Amenity inspections were completed in preparation for the summer season. Several maintenance items were identified, including wood-chip replacement; pressure washing; fencing maintenance; and other general repairs. Proposals were being collected for the necessary work.

VII. New Business

A. Seal Coating Request for Proposals (RFP): Mr. Deering recommended proceeding with the preparation of an RFP for seal coating portions of the community that had previously undergone milling and paving. He emphasized that the work needed to occur within the appropriate maintenance window to protect the asphalt investment. The Board expressed support for proceeding with the RFP process, and anticipated reviewing contractor proposals during the June 2026 Board Meeting.

B. Recreation Court Fence Repairs:
MOTION: Mr. Green moved to authorize repair of the recreation area fencing at a cost not to exceed $5,000, with management authorized to select the most appropriate contractor based on pricing and qualifications. Mr. Williford seconded. The motion carried unanimously.

C. Bird Exclusion Proposal:
MOTION: Mr. Green moved to approve the proposal from Monumental Pest Control in the approximate amount of $1,380 for bird exclusion services. Ms. Varnavas seconded. The motion carried unanimously.

D. Pool B Repairs and Supplies:
MOTION: Mr. Green moved to approve approximately $4,100 in pool supply purchases as identified by the pool company using operating funds, approximately $4,500 for a motor replacement using reserve funds and approximately $5,500 to replace a diving board using reserve funds. Mr. Williford seconded. The motion carried unanimously.

E. Seasonal Pool Cleaning:
ACTION: Management will investigate pool restroom cleaning vendors, including recommendations from High Sierra Pools and commercial cleaning providers; and will provide options to the Board as soon as possible, given that the pool opening was approaching.

F. Pool Committee Event Proposal:
MOTION: Mr. Sagarin to approve funding for the Pool Committee's grand opening celebration – including related decorations and event materials – in an amount not to exceed $705. Ms. Varnavas seconded. The motion carried unanimously.
ACTION: The Pool Committee was authorized to proceed with planning the event; and to coordinate purchases through management in accordance with the Board's approved purchasing procedures.

G. Pool Signage:
MOTION: Mr. Green moved to approve the purchase of two portable pool information signs – one for each pool facility – at a total cost not to exceed $530. Mr. Sagarin seconded. The motion carried unanimously.
ACTION: The Pool Committee was directed to coordinate procurement through management.

H. Pool Committee Application:
MOTION: Mr. Green moved to appoint Kelli Keith to the Pool Committee as the swim team representative. Mr. Sagarin seconded. The motion carried unanimously.

I. CEC Event Proposals:
1. **MOTION:** Mr. Green moved to authorize the Community Events Committee to continue planning an emergency preparedness program with Montgomery County representatives. Mr. Sagarin seconded. The motion carried by a vote of five in favor, zero opposed, and one abstained (Ms. Varnavas).

2. **MOTION:** Mr. Green moved to authorize planning for a community-wide yard sale to occur in September 2026. Mr. Sagarin seconded. The motion carried unanimously.
3. **MOTION:** Mr. Green moved to authorize an International Night event with an initial planning budget of $500. Mr. Sagarin seconded. The motion carried unanimously.

VIII. Old/Unfinished Business

A. Waters Landing Traffic Safety Initiative: The Board continued discussion of the Waters Landing Drive traffic-calming initiative. Management reminded the Board that the county had already determined that traffic-calming measures were warranted along the roadway based on its engineering analysis. The remaining question before the Board involved determining what recommendation should be forwarded to the County based upon the results of the community survey that was recently sent out after the meeting with the County based on feedback from the meeting. Mr. Deering explained that three options remained available: (1) A modified speed hump plan based on survey preferences. (2) Proceeding with the county's more extensive speed hump proposal. (3) Withdraw from the process entirely, which would prevent reconsideration of speed humps for approximately two years. The Board reviewed the survey results in detail, with Mr. Deering providing an overview. Board members also discussed the significance of the results; the need to balance resident concerns regarding speeding with concerns about excessive traffic-control measures; alternative traffic calming devices other than speed bumps; ongoing speeding concerns in the neighborhood; prior interactions with Montgomery County Department of Transportation representatives; and earlier traffic studies and communications. Board members reviewed traffic patterns, accident history, pedestrian activity, school bus stops, crosswalks, and park access locations while evaluating potential speed hump placements.

MOTION: Mr. Green moved to recommend that Montgomery County proceed with the installation of five speed humps along Waters Landing Drive at locations numbered 1, 3, 4, 11, and 13. Mr. Sagarin seconded. The motion carried by a vote of five in favor and Mr. Straub opposed.

B. Highlands Sign Replacement: Mr. Deering reported there were no significant updates regarding the Highlands sign replacement. Board members agreed that additional discussion regarding community signage standards and the future of the Highlands sign should occur during a future Work Session.

C. Logansport Parking: The Board acknowledged that Logansport parking concerns remained under consideration, and would require additional discussion at a later date.

IX. Confirm Action Items from Current Meeting

Please see the items marked **"ACTION"** and **"DECISION"** within these minutes.

X. Open Forum

Questions and comments were raised by members of the Waters Landing community (with any action items noted in **BOLD**):

- Discussing the Landscape Committee charter. **ACTION:** The Board agreed to defer the review to a future Work Session.
- Expressing concern regarding the Board's reliance on survey results when recommending speed hump locations; and questioning whether the Board had sufficiently analyzed responses from residents living directly on Waters Landing Drive and adjacent connector streets versus responses from residents living elsewhere in the community.
- Requesting clarification regarding Montgomery County's concurrence voting process.

XI. Announcements

DECISION: The Board of Directors agreed to hold their next Open Meeting on Thursday, June 18, 2026 at 6:00 p.m.; and to hold their next Work Session on Thursday, May 28, 2026 at 6:00 p.m..

ACTION: Management will update the community website and meeting schedule to reflect the revised Work Session date.

XII. Executive Session

MOTION: Mr. Green moved to enter Executive Session at 10:12 p.m.. Mr. Williford seconded. The motion carried unanimously. The discussions during executive session can be:

1. Personnel and employment matters
2. Legal matters, including consultation with legal counsel or discussing potential or pending litigation
3. Protecting the privacy or reputation of individuals in matters not related to association business
4. Investigative proceedings concerning possible or actual criminal misconduct
5. Discussion of an individual owner's assessment account
6. Matters where other laws require confidentiality
7. Negotiating business transactions when disclosure could harm the association's economic interests

(During the "Executive Session" discussion, Mr. Sagarin had exited the meeting)

MOTION: Mr. Green moved to adjourn the Executive Session at 10:56 p.m., and to reconvene in Open Session. Mr. Williford seconded. The motion carried unanimously.

MOTION: Mr. Green moved to approve a construction administration agreement with Becht Engineering BT, Inc. for the retaining wall project at a flat fee of $3,000 per week (not to exceed a total cost of $18,000), with notification required once expenditures reached $15,000. Mr. Straub seconded. The motion carried unanimously.

ACTION: Mr. Green, management, and the appropriate staff will conduct additional review regarding staffing needs, budget impacts, and operational requirements before the matter returns for future Board consideration.

XIII. Adjournment

MOTION: Mr. Green moved to adjourn the May 14, 2026 Board of Directors Meeting at 11:00 p.m. Ms. Lamanna seconded. The motion carried unanimously.

This concludes the summary of items discussed during the meeting. Notify the Board of Directors and/or Management immediately if these minutes contain any errors or omissions of any pertinent information. Unless noted otherwise, the information contained in these minutes will be assumed to be correct.