WATERS LANDING ASSOCIATION

Minutes from the Board of Directors Meeting
Thursday, June 18, 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
- Luisa Chavez, Assistant General Manager
- 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, June 18, 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 6:02 p.m.

II. Review and Approval of Agenda

DECISION: The Board of Directors approved the June 18, 2026 meeting agenda as amended.

III. Review and Approval of Meeting Minutes

MOTION: Mr. Williford moved to approve the May 14, 2026 Board of Directors Meeting minutes as presented. Mr. Sagarin seconded. The motion carried unanimously.

MOTION: Mr. Williford moved to approve the minutes from the two Board of Directors Special Meetings, May 20 and June 4, 2026 as presented. Mr. Sagarin seconded. The motion carried unanimously.

(During the "Officer Committee Reports" discussion, Mr. Green had entered the meeting)

IV. Officer Committee Reports

A. EV Charging Committee: John Pesce reported the following information:
   1. The EV Charging Committee did not meet during the month of June 2026 due to a lack of quorum.
   2. The selection of a contractor for the Association's electric vehicle charging installation remained a necessity. The committee previously discussed two contractor proposals and requested that management contact Rohan to determine whether that company would match the pricing submitted by the competing bidder (Hann & Hann Construction Services). Mr. Deering reported that Rohan was unwilling to match the competing proposal. Based on that outcome, management anticipated recommending that the Association proceed with Hann & Hann as the preferred contractor for the electric vehicle charging installation. Another important issue requiring discussion was the payment process for future EV charging installations.
      ACTION: Mr. Deering agreed to contact the EV Charging Committee to discuss contractor selection, payment procedures, and the recommended process for homeowner-funded EV charger installation.

B. Architectural & Environmental Review Committee (AERC): John Pesce reported the following information:
   1. The committee met on Monday, June 1, 2026, where it was discussed that per a current County Commission on Common Ownership Communities (CCOC) stay, unless an item is expressly prohibited, an application can be

considered. Additional discussion regarding the legal strategy would occur during the Executive Session that would follow the Open June 18, 2026 Board Meeting.

2. The other 12 architectural applications considered during the AERC's most recent meeting were discussed however, the feed to the Board was lost during this discussion.
3. The committee concluded that it had likely made an error when denying a homeowner's application to install solar panels on a townhouse.

   ACTIONS: Mr. Deering announced that the homeowner had already been informed that the application would be placed on the agenda for the next AERC meeting for reconsideration, but that management would follow up with the owner.

C. Community Engagement Committee (CEC): Karen Kizer reported the following information:

1. The CEC reviewed the success of recent neighborhood activities and discussed resident participation levels. Appreciation was expressed for the volunteers who had assisted with recent events and noted that community involvement continued to improve as residents became more familiar with committee-sponsored activities. One example was of the Garden Club with 10 attendees with a community garden tour planned in July where the CEC is asking for volunteers.
2. Several upcoming events that were in the planning stages were announced, including the emergency preparedness presentation on Thursday, June 25th; International Night on Saturday, August 1st; Meet & Greets; a game night, and other events. One of the continuing goals was to increase communication with residents by providing timely announcements through the Association's available communication channels.
3. The CEC will release themes for owners to vote on concerning the 2027 calendars.
4. The CEC would like to have access to Microsoft Forms for sending surveys and allowing sign-ups. The cost would be $25.

   DECISION: The Board agreed by consensus to approve the requested $25 expense for the CEC.
5. CEC is awaiting guidance if assistance is needed for the speed hump vote that is to occur later this year.
6. A traffic safety history was provided in the neighborhoods for the previous 15 months.
7. The CEC is working with the Pool Committee on the pool opening celebration for the 2026 season.
8. Instructors are needed for the water aerobics classes.
9. The swim team offers lessons to members of the Waters Landing community. The CEC inquired whether those lessons are covered under the swim team's insurance or that of the Association.

D. Pool Committee: Amy Philips reported the following information:

1. The Pool Committee met twice since the previous Board Meeting – once each on Wednesday, May 20th and Thursday, June 11th.
2. The next meeting of the Pool Committee will be held on Wednesday, June 24th via Zoom, with the goal of meeting every two weeks.
3. The lifeguards have been attentive, on time, and have enforced the updated pool rules. The lifeguard shift rotations have been effective.
4. The Pool Committee would like confirmation that the pool staff have been enforcing the lap swims.
5. Items were noted as missing from the swim team's closets at Pool A and B as a result of construction. The Pool Committee asked the Board to consider reimbursing the swim team for the missing items. It was requested of the swim team to provide a record of what is missing and provide it to management to inquire with the construction team.
6. Double booking the community center was a previous concern but was settled by the office.
7. The Association brought a few issues to the Pool Committee concerning the pool signage, bulletin boards, swim team boards, and verification of households to prevent abuse of pool passes.

V. Management Report

Mr. Deering reported the following information:

A. Financial Statement Review:

ACTION: The May 2026 financial statement will be posted to Resident Connect on or about Thursday, June 25th. The FSR Accounting Representative to Waters Landing will be asked to join a Waters Landing Board Meeting every quarter. The representative's first meeting will be in July 2026.

B. Operations Updates:

1. Pool Bathroom: Pete Lambis and Wisdom Harden, Representatives from Lambis Rank, provided an update regarding the status of the pool bathroom project.
    a. Pool B passed its final building inspection and received a temporary Certificate of Occupancy, pending a final pool inspection scheduled for 9:30 a.m. on Friday, June 19th. A shower temperature issue identified during a previous pool inspection was corrected by a plumber, who will return on Friday, June 19th to verify everything before the inspection. If the inspection goes as expected, Pool B could open the same day. Despite the expectation that Pool B would be available for occupancy, several remaining items still required completion after the facility reopened. The remaining items included replacing temporary toilet partitions with permanent partitions and installing several permanent light fixtures. The work would be scheduled during off-hours over the following one to two weeks to minimize disruption to pool operations. Once the remaining permanent items had been installed, the architect, contractor, Board representatives, and project management team would conduct a formal punch list walkthrough. During the inspection, participants would identify construction deficiencies requiring correction under the contract. Additional suggestions would be documented separately so they would not become confused with contractual punch list items.
    ACTION: The Board agreed to proceed with reopening Pool B immediately after receiving final inspection approval while communicating to residents that the facility was opening under a soft launch with several remaining completion items still outstanding.
    b. Inspections for Pool A were scheduled for the week of June 22, 2026. Ceiling closing and final electrical inspections were planned for Monday, June 22nd, while the team continued working with county inspectors to accelerate the remaining inspection schedule. Based on the current inspection schedule, the project team anticipated that the final building inspection for Pool A would occur on Thursday, June 25th. Assuming successful completion of that inspection, the construction trailers would be removed shortly thereafter at a time coordinated with Waters Landing's management.
    c. Project expenditures continued to track within the approved budget. Additional savings could still be realized before project closeout. Maintaining construction quality would remain a priority through project completion. Before authorizing final payment to the contractor, the project team intended to complete the punch list inspection, reconcile all remaining quality issues, and perform a separate evaluation of delays and any applicable liquidated damages.
    d. **ACTION:** The Board deferred consideration of reducing contractor retainage until project management completed additional inspections and submitted a formal recommendation.
    e. **ACTION:** Regarding the missing equipment and inventory concerns, the Pool Committee will prepare and submit a comprehensive written inventory of all missing swim team equipment to Waters Landing management for investigation.

2. Retaining Wall: The required permits were received for the retaining wall replacement project. However, because of the demands associated with the pool season and other ongoing projects, management recommended postponing kicking off the retaining wall project until September 2026. The contractor had already been notified of the revised schedule. No additional labor costs would result from the postponement. However, material prices could change due to current market conditions. The existing permit would remain valid for several more months, allowing the Association to delay construction without affecting project approvals.

3. Basketball Court Enhancement: The court expansion work had progressed substantially, including completion of the pavement extension and installation of the new basketball goals. Temporary court striping had been delayed because of inclement weather but was expected to occur in the near future. Temporary markings would allow the court to remain usable until the contractor returned in July 2026 to complete final resurfacing and permanent court striping. Completion was anticipated in early July.

4. Community Center Door Replacement: Replacement of the damaged community center entrance door would not occur until after completion of the retaining wall project, as the two projects overlapped.

5. Pool Attendance: Attendance data was being compiled, with several trends noted. However, the information remained preliminary, and work on those reports was ongoing. Mr. Williford agreed to assist in compiling the data into a readable format.

6. Highlands Sign Replacement: The contractor submitted a design proof for the replacement Highlands entrance sign. The Board had previously authorized the replacement project for a not to exceed amount of $3,000; and the contract had already been executed, pending final Board review of the design proof. The proof would be distributed to Board members for final approval. Mr. Deering emphasized that the project involved the replacement of only the single, previously approved sign; and was not related to any broader community signage replacement initiative that had been discussed separately.

7. Operations Calendar: Mr. Deering introduced a new operations calendar that has been included in the Board packet. The calendar is intended to serve as a high-level planning tool to identify major operational activities, maintenance projects, compliance requirements, and other recurring responsibilities being addressed by the management office each month. Mr. Deering also announced plans to begin including a comprehensive contracts tracker in future Board packets. The schedule would identify active Association contracts, their expiration dates, and upcoming renewal timelines.

C. Common Area Report:
1. Ms. Chavez reported that recent common area inspections had focused on neighborhoods where roadway milling and paving work had previously been completed under the Brothers Paving contract. Because Finley Asphalt had assumed responsibility for the warranty work following Brothers Paving's departure, management had begun coordinating with Finley to schedule repairs. The inspections found that most of the recently paved roadways remained in very good condition. Only a limited number of minor cracks were identified, all of which remained covered under the project's two-year warranty. The warranty issues had been documented and submitted for corrective work.
2. Increasing concerns were noted regarding trash accumulation throughout several townhouse neighborhoods. Following discussions regarding earlier Board deliberations on the matter, a previous trash corral proposal, a need for practical alternatives, and the potential addition of a third trash collection day:
ACTION: Management agreed to prepare written recommendations addressing recurring trash and refuse concerns in the townhouse communities for Board review during a future Work Session. Management will also bring proposals to upcoming working sessions regarding possible trash collection options for the various neighborhoods, including options for particularly difficult areas such as the Waterbury area.

D. New Resident Services Coordinator: An offer had officially been made for a new Resident Services Coordinator. The offer letter was signed, and the person would begin working at Waters Landing on Monday, June 29th.

VI. New Business

A. Pool Rules Update: The Board of Directors discussed comments received regarding an adult swim period, as well as Fair Housing concerns and lifeguard enforcement related to an adult swim. Discussions were also held regarding signage, swim team use and cleanup of the pool, swim team fundraising and scheduling, pool conditions, a movie night scheduled for July 11, 2026, the pool opening celebration, the pool rules, and contingency planning should Pool B not open on schedule.
ACTIONS: The Board and management will review whether the swim team is complying with its contractual cleanup obligations, including trash removal and restoration of the pool area after swim team events. Management will ensure that pool opening signs are appropriately placed when the pool is closed for scheduled activities and later reopened for resident use; will clarify with High Sierra that lifeguards are responsible for placing the sign when the pool is closed for scheduled activities and residents are waiting for reopening information; and will continue directing High Sierra's pool staff to report excessive trash or event-related cleanup problems through the Pool Manager, Area Supervisor, and management office. Management will provide the Board with resident attendance data collected through the pool access card scanning system for community events.
DECISION: The Board confirmed support for the children's pool rules raffle and safety education effort designed to encourage children to read the pool rules, follow the pool safety expectations, and build positive relationships with lifeguards.
MOTION: Ms. Lamanna moved to conduct the pool celebration and any swim team fundraising activities as separate events on separate dates. Scheduling details will be coordinated by the Pool Committee and the Community Events Committee. Ms. Varnavas seconded. The motion was amended by Ms. Lamanna to allow the events to be on the same day, but they still must be separate events. The motion carried unanimously.

B. Pool B Schedule: Discussions were also held for adjusting the swim team's Pool B schedule to Pool A in lieu of Pool B not opening on June 19th. The discussions included how these adjustments are notified to the Community and the parking issues during swim team events.

MOTION: Mr. Williford moved to extend the swim team's temporary pool use accommodations through Friday, June 26, 2026 to allow continuation of the requested practice and lesson schedule if Pool B does not open as anticipated. Mr. Sagarin seconded. The motion carried by a vote of four in favor, one opposed (Ms. Lamanna), and one abstained (Ms. Varnavas). See the pool calendar for specific dates and times.
MOTION: Mr. Straub moved to authorize management to adjust the previously approved motion if Pool B becomes operational, or if operational conditions require schedule modifications, provided the Board is promptly notified of any adjustments. Mr. Williford seconded. The motion carried by a vote of five in favor, one opposed (Ms. Lamanna), and zero abstained.

C. Fog Box Removal:
MOTION: Mr. Williford moved to authorize the General Manager to execute a contract with Hann & Hann Construction Services for grease trap removal and drain re-piping at the community center in the amount of $3,000, with permitting fees to be noted as a direct pass-through cost. The expense will be funded from the operating budget. Ms. Varnavas seconded. The motion carried unanimously.

D. Pool B Siding Repairs:
MOTION: Mr. Williford moved to authorize the General Manager to execute a contract with Cornerstone General Contracting for the performance of pool bathhouse siding repairs in the amount of $9,120.57. The motion was amended to have management determine the appropriate funding source following confirmation of the applicable budget classification. Mr. Sagarin seconded. The motion carried unanimously.

E. Water Aerobics: A proposal submitted by the Community Engagement Committee was presented to offer a water aerobics program at Waters Landing.
MOTION: Mr. Green moved to approve the Community Engagement Committee's request to implement a water aerobics program as presented, contingent upon management's review and approval of the required insurance documentation. Mr. Straub seconded. The motion carried by a vote of four in favor, two opposed (Ms. Varnavas and Mr. Williford), and zero abstained.

VII. Old/Unfinished Business

A. Seal Coating Proposals: Board members reviewed seal coating proposals from three vendors.
MOTION: Mr. Green moved to authorize the execution of a contract with Finley Asphalt for seal coating services in six townhome neighborhoods in the amount of $130,000. The expense will be funded from the reserves. Additionally, the General Manager will be authorized to approve change orders not exceeding $13,000 (10% of the total contract) without further Board approval. Mr. Williford seconded. The motion carried unanimously.

B. Recreation Court Fence Repairs:
MOTION: Mr. Williford moved to approve an additional $3,000 from reserve funds to complete the remaining recreation court fence repairs. Ms. Varnavas seconded. The motion carried unanimously.

C. Seasonal Pool Cleaning Proposals: Board members reviewed pool restroom cleaning services from three vendors.
MOTION: Mr. Williford moved to authorize management to execute the seasonal pool cleaning contract with Miracle Maids for the 2026 pool season at the cost presented in the proposal. Ms. Lamanna seconded. The motion carried unanimously.
ACTIONS: Management will establish separate accounting allocations for "Pool Restroom Cleaning" and "Regular Office Cleaning" expenses to ensure each service can be tracked independently. Following comments from Ms. Lamanna, management agreed to review the High Sierra contract to determine whether background checks are required and report their findings to the Board.

D. Landscape & Garden Committee Charter:

MOTION: Ms. Varnavas moved to approve the revised Landscape & Garden Committee charter dated June 18, 2026. Mr. Williford seconded. The motion carried unanimously.
ACTIONS: The Board President's signature will be obtained on the approved Landscape & Garden Committee charter. The approved charter will be published on the Association's website. The volunteer applications will be updated to include the new committee. The Landscape & Garden Committee vacancies will be advertised to residents. The development of an electronic volunteer application process will continue.

E. Independent Arborist: Management has been working to obtain proposals for a tree inventory and assessment at Waters Landing. Initial discussions indicate that contractors use different pricing models, with some charging per tree and others charging based on the time required to survey the community. Management estimated there are approximately 2,000 trees within the Association.
MOTION: Mr. Green moved to authorize management to engage BrightView Landscaping to perform the Association-wide tree inventory and assessment at a cost of $22,000, contingent upon management's review and acceptance of the final contract terms and conditions. If the final agreement differs materially from the proposal presented to the Board, the matter will be returned to the Board for additional review. Mr. Williford seconded. The motion carried unanimously.
ACTIONS: Management will return to the Board with funding recommendations. Management will also research how neighboring associations account for long-term tree management.

VIII. Confirm Action Items from Current Meeting

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

IX. Open Forum

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

- Raising questions and comments regarding the adult lap swim rules and enforcement.
  ACTIONS: The Pool Committee will develop recommendations defining the proposed "calm swim" period (including specific behavioral expectations and enforcement guidelines) and present those recommendations to the Board for consideration. Management will communicate with the swim team regarding the expectation that organized activities, announcements, music, and other exclusive programming conclude immediately when the team's reserved pool time ends so that the facility fully reopens for community use.
- Discussing use and proper safety procedures for the diving board.
- Asking whether toys and flotation devices should be permitted in the pool.
  ACTION: The Board agreed that management should consult with High Sierra regarding insurance requirements and existing rules governing toys, floatation devices, and recreational equipment before making additional policy changes.
- Suggesting the addition of a cornhole game at the pool facilities.
- Reporting the completion of an inventory of furniture and equipment at both pool facilities, including lifeguard chairs, umbrellas, and other amenities; and that the inventory identified several maintenance concerns, including unstable lifeguard chair seats and deteriorating umbrellas.
  ACTION: The completed pool equipment inventory and recommendations will be provided to the management office for review and the determination of necessary repairs and replacements.
- Requesting that children be reminded not to shout "help" while playing in the swimming pool, as such calls can create unnecessary alarm and potentially delay response to actual emergencies.
- Reporting confusion and trash at the pool during a recent visit after swim team event and suggests announcing system.
  ACTION: The cost of purchasing bullhorns for the community pools will be researched. If the purchase can be completed within the approved budget, bullhorns will be acquired.
- Discussing responsibility for storing and tracking items such as pickleball paddles and other recreational items.
- Expressing appreciation for installing frosted doors at the pool house bathrooms.
- Reporting issues with vehicles parking on the grassy area at the basketball court, which creates landscape maintenance issues.
- CEC and emergency preparedness plan.

X. Announcement

DECISION: The Board of Directors agreed to hold their next Work Session on Thursday, July 2, 2026 at 6:00 p.m.; and to hold their next Open Meeting on Thursday, July 16, 2026 at 6:00 p.m.

XI. Executive Session

MOTION: Mr. Green moved to enter Executive Session at 9:14 p.m. Ms. Varnavas seconded. The motion carried unanimously. The discussions 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 10:47 p.m. and to reconvene in Open Session. Ms. Lamanna seconded. The motion carried unanimously.

MOTION: Mr. Green moved to charge assessments for CSL's use of the Pool A facilities in accordance with the settlement agreement. Mr. Straub seconded. The motion failed by a vote of one in favor (Mr. Straub), four opposed, and zero abstained.

MOTION: Mr. Green moved to approve the document prepared by management and provided to legal counsel on Monday, June 15, 2026. Ms. Lamanna seconded. The motion carried unanimously.

MOTION: Mr. Green moved to close the Association's on-site management office on Wednesday, September 30, 2026 to allow the staff to attend a professional development conference. Ms. Lamanna seconded. The motion carried unanimously.

XII. Adjournment

MOTION: Mr. Green moved to adjourn the June 18, 2026 Board of Directors Meeting at 10:51 p.m. Ms. Varnavas 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.