

WATERS LANDING ASSOCIATION
DRAFT Minutes from the Board of Directors Meeting
Wednesday, July 9, 2025

In Attendance – Board of Directors

- Gavin Green, President
- Anna Varnavas, Treasurer
- Mark Sagarin, Assistant Treasurer
- Karen Kizer, Secretary
- Jordan Straub, Member-at-Large
- Andy Williford, Member-at-Large

- Absent – Lee Callicutt, Vice President

In Attendance – Management Team and Guest Presenter

- Don Perper, General Manager
- Sonia Iraheta, Assistant Controller – First Service Residential
- Vlade Jankovic, Supervisor with RSV Pools

I. Call to Order & Verification of Quorum

The Board of Directors of the Waters Landing Association convened a meeting on Wednesday, July 9, 2025. The meeting was convened via Zoom technology. With a quorum of the Board of Directors verified, the meeting was called to order at 6:37 p.m.

II. Review and Approval of Agenda

DECISION: The Board of Directors approved the July 9, 2025 meeting agenda as presented with addition of Executive Session.

III. Review and Approval of Meeting Minutes

MOTION: Mr. Green moved to approve the June 11, 2025, Board of Directors Meeting minutes as presented. Mr. Sagarin seconded. The motion carried unanimously, with Mr. Callicutt not in attendance. The Board voted to approve an update to the June minutes stating a change in the amount spent on all Contractors and Engineers for capital projects from \$298,000 to \$216,000.

IV. RSV Pool Updates

Ms. Kizer stated there are people in the dive wells when people are diving off diving board. Ms. Kizer also reminded people to be cognizant of photos and videos of residents without their permission. Ms. Kizer questioned the ratio of swimmers to lifeguards as there were 40 in the pool and kids in diving well, but only 1 lifeguard stationed, not near the diving well.

ACTION: Mr. Jankovic will ensure the crew does not allow people in the dive wells.

V. Officer Committee Reports

- A. Electric Vehicle (EV) Charging Committee: Mr. Pesci reported the committee missed the deadline to provide entire EV packet to the office. The packet will ultimately be provided to owners of all home types concerning the EV charging guidelines. Mr. Pesci stated installations are going well. Ms. Kizer requested the documents on the Waters landing website be updated to reflect updated information.

Waters Edge and Harbour Place Installations – Both channels are operating properly and will be watched during the next few seasons to see which one holds up better.

ACTIONS: (1) The EV Charging Committee will provide an entire packet for the management office in time for the next Board Meeting. (2) Mr. Pesci will review the information on the website.

B. Architectural & Environmental Review Committee (AERC)

1. Mr. Pesci stated there were 7 applications for July that were approved. The meeting did not have a quorum therefore the approvals were not valid. Approval letters were put on hold until a discussion with Legal Counsel was conducted.
2. Resignations from Committee – Steve Blum, Matt Graff

ACTION: The office will contact Ben Andres to discuss quorum and approval issues since two absent members sent their approvals prior to the meeting.

C. Guidelines Review Committee (GRC):

1. Susanne Wiggins reported there was no July meeting. The GRC recommendations for updates to Guidelines was submitted to Mr. Green.

MOTION: Mr. Green moved to continue the GRC until items are complete. Mr. Williford seconded. There was a discussion regarding disbanding the committee as the recommendations have been submitted. The consensus was to not disband at this time as the Resolution states meetings are not required monthly and there may be additional work requested of the Committee.

ACTION: Mr. Green will forward the recommendations to the Board members. The recommendations will remain only with the Board until all recommendations have been reviewed and updated.

D. Community Engagement Committee (CEC): J.R. Watson reported the following information:

1. Water aerobics classes were cancelled for July as the instructor cancelled. Ms. Varnavas requested the purchased gift cards for the instructor be returned to the office for future use. The gift cards had not been purchased yet.
2. Resignation from Committee– Kate Snyder

VI. Management Report

The Management team reported the following information:

A. Financial Statement Review:

1. Ms. Iraheta reminded the Board regarding the need to transfer funds from Capitol One reserves account to the Capitol One money market account to pay for capital expenditures. Paying from the operating account is harder to account for. Need to ensure coded correctly.

ACTION: Management will research the payroll charges from June 2024, and September 2024 paid in 2025 and will report the findings to the Board of Directors.

B. Operations Updates:

1. Deck Infrastructure: Becht Engineering visited the site and determined no upgrades are needed at this time. Can review again when the Community Center is updated.
2. Asphalt and Paving: All asphalt work has been completed. HWS is the towing company that relocates vehicles.
3. AERC Inspections: The inspections are taking a while for the 22 neighborhoods. Not all need to be inspected. The first 3 were a trial to figure out how much time it will take to complete.
4. Rekeying Common Area: The locks have been ordered and should be installed by the end of July.
5. Reserve Study: The fieldwork has been completed. The draft report will be available at the end of the month. Becht to meet with the Board at August working group session.
6. Basketball Court – Repaving and Possible Expansion: This is tabled until determining how to proceed with the multi-use space.

C. Pool Pass System: Management is looking into the breakdown of hours of pool usage and will furnish the Board with statistics concerning how many members and guests are checked in per day and at what times.

ACTIONS: Management will provide the Board with a report of usage for each pool. (2) Management will share the Association's overall pool usage data with RSV.

D. Tot Lots: Management has been inspecting the 7 Tot Lots for necessary repairs and requested upgrades. Equipment needs to be cleaned. US Homes (Diamond Hill) needs to be redone.

ACTION: Management will supply list of Tot Lots with suggested repairs and upgrades.

VII. New Business

- A. Ms. Varnavas read a statement that all residents are reminded and encouraged to file AERC applications for home improvements. Residents have the right to file to appeal regarding an architectural decision through the appeals process, but no one has the right to invade privacy, harass or intimidate neighbors. Additionally, in all matters this Board maintains a balance between the need for sharing information and the need to preserve our residents' privacy.
- B. Recreation Courts will be put on hold until Reserves Study is completed.
ACTION: Office to have Tatiana investigate the basketball, tennis and multi-use court.

VIII. Old/Unfinished Business

- A. 2025 Pool Bathroom Renovation: The Board is waiting for POM to provide drawings at the end of the week to review and make decisions for the project to then go out for bid.
ACTIONS: The Office will confirm Lambis Rank and POM are available to meet on July 23 at 4:30pm
- B. Waters Landing Drive Survey: The county had put a speed monitor on Waters Landing Drive for a week. Based on results, they feel no need for enforcement. Ms. Kizer requested the monitor be installed during a week in September for a more accurate report, rather than a holiday week in the summer. The Board is still working with the county for changes on the street.
- C. Retaining Wall: Mr. Green made a motion continue with Phases II and III. Ms. Varnavas seconded. The vote was unanimous.
ACTION: The Office will speak with Becht about a lump sum cost for Phase IV – Construction Oversight.

IX. Confirm Action Items from Current Meeting

Please see the items marked “**ACTION**” and “**MOTION**” 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**):

- Noted that several of the Tot Lots were updated not long ago.
- Use of the space for paving – consider what Waters Landing already has, 4 tennis courts and consideration for pickleball. Basketball courts used all the time. Talk with the parks about what facilities they have and we could use.
- Belief that Guidelines cannot be changed because of the governing documents.
- Inquiring whether the Association's governing documents have been updated to indicate that the Association is moving to a digital system. Board of Directors stated that the Board votes to move items to a secure website (i.e. – pool passes).
- Resident took exception to Ms. Varnavas' statement of behaviors.

XI. Date of Next Board Meeting

DECISION: The next Board of Directors Meeting will be held on Wednesday, August 13, 2025 at 6:30 p.m. The meeting will be held hybrid.

XII. Adjournment

MOTION: Mr. Green moved to adjourn the July 9, 2025 Board of Directors Meeting at 9:58 p.m. Ms. Kizer seconded. The motion carried unanimously.