

October 17, 2008

Dear Southlake Neighbors,

You are invited to attend your –

**18th Southlake LANDING Townhomes Association
ANNUAL MEETING
SATURDAY, DECEMBER 6, 2008
@ Southlake Recreation Center**

Registration: 9:30 to 10:00 a.m. for **SPECIAL DOOR PRIZES**.

*If you will NOT be able to attend, **PLEASE MAIL IN YOUR PROXY**, so we can obtain a quorum to hold a meeting. You can ensure your vote will be cast on issues by filling out the attached PROXY FORM. Full Power Proxy may be given to a neighbor or renter who shares your views. This will enable he/she to vote in your stead at the meeting – or you may mail your completed PROXY (along with your official Ballot Forms for 2009 Election and Budget) to: Secretary, SLTA, P. O. Box 381, Dumfries, VA 22026. Proxies must be received prior to Call to Order at the Annual Meeting. The date of your proxy is your validation date. You may change your proxy any time up until 10:00 a.m., **Saturday, December 6, 2008**.*

RUN FOR YOUR BOARD OF DIRECTORS – Please fill out a Bio form (attached). Nominations for the Board may also be made at this time or from the floor at the Annual Meeting. Two (2) positions will be filled on the 2009 Board. This is your opportunity to have positive input in the maintenance and enhancement of your community, as well as providing for the future health, safety and welfare of the members. All SOUTHLAKE LANDING homeowners who have paid their 2008 homeowners' assessments are in good standing and entitled to cast one vote per lot at the Annual Meeting.

PLEASE BE CONSIDERATE OF YOUR NEIGHBORS. The Holiday Season isn't the only time of "Good will in the Community".

Are you a Good Neighbor – Do you?

- Contain your trash in trash cans with lids?
- Store your trash cans in rear yards or garages (except on trash days)?
- Contain your toys and other items in the rear yard?
- Pick up after your pet, and dispose of pet feces in the trash? It's the law !
- Maintain your home exterior – Do you need to replace wood & paint trim?
Fall is a great time to make home improvements.
- Park in your allocated spaces?
Parking is not allowed in visitors spaces over 24 hours.
- Edge, weed and mulch your landscape beds?
- Clean up debris in your rear yards?
- Speak to your youth about respecting property?
We have experienced ball play in parking lots, damaged vehicles and blocked traffic. This is both a safety issue for our children and an insurance liability for their parents. Unfortunately, all SLTA Homeowners pay for any vandalism and graffiti repairs.

COMMON AREA REMINDERS -- Residents CANNOT excavate, install stairways, clear, cut or dump trees and growth on common grounds. The Association is under Court order not to cut any shrubbery or trees on Lake-front common areas. Lakefront common areas are in the Resource Protection Area covered by the Chesapeake Bay Act. Homeowners who make alterations to the common areas without Board approval will be required to rectify common area changes at **their expense.**

BOAT REMINDERS - Southlake Landing THA boats stored on the boat racks must have SLTA and MPOA stickers. If you have a boat, please fill out the attached form and return it to our office. All residents must register their boats with the Montclair Property Owners Association (MPOA) and affix an MPOA boat sticker in an easily-viewed location on the end of your boat.

All Landing boats must be placed on the boat racks. Boats on trailers and boats chained to trees are not allowed anywhere in the community. All boats not identified as belonging to Southlake Landing residents will be removed from the boat racks without further notice.

The Board cannot work in a vacuum...We require your input and participation. Please don't hesitate to pick up the phone and call any Board member with your positive suggestions for improvements. Take a few minutes to read this material, consider joining the Board of Director or various community committees – and **ATTEND YOUR ANNUAL MEETING.** **Special recognition is extended to President Maureen Bradley, who will be leaving the Board in 2009, for all her contributions to the community, and to all the great residents who served on the Landscaping and Social Committees.** Call our manager Lin Stauffer at 703-670-2376, with any questions.

On behalf of the Board, we wish your families a Happy and Healthy Thanksgiving Season and hope to see you on December 6 th !!

2008 Board of Directors

Maureen Bradley	President	703-927-0754
Barbara Smith	Vice Pres.	703-583-9696
Maggie Gustavson	Treasurer	703-680-7285
Marie Juliano	Secretary	703-583-9719
Dave Feser	Member-at-Lg.	703-835-5533

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
APPLICATION FORM FOR BOAT STICKERS**

NAME: _____

ADDRESS: _____

TELEPHONE: _____ DATE: _____

e.mail ADDRESS: _____

BOAT(s) Type and Color: _____

Other identifying numbers or lettering: _____

MPOA Sticker(s) # : _____

**Mail to: SLTA, P. O. Box 381, Dumfries, VA 22026
Phone/Fax to: 703-670-2376 or e.mail: stauffermgmt@verizon.net
BOAT stickers will be mailed to the above address.**

**DON'T MISS YOUR OPPORTUNITY TO REGISTER
FOR SPECIAL DOOR PRIZE DRAWINGS !**

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
ANNUAL MEETING**

**Saturday, DECEMBER 6, 2008
Southlake Recreation Center
5070 Higgins Drive
Dumfries, VA 22026**

AGENDA

- 9:30 – 10:00 a.m. *REGISTRATION [Refreshments]*
■ *Validation of Proxies*
- 10:00 a.m. *CALL TO ORDER*
■ *Declaration of a Quorum*
- I. *Approval 2007 Annual Meeting Minutes*
- II. *President's Opening Remarks*
■ *Maureen Bradley*
- III. *Committee Report*
■ *Landscaping Committee*
 Lakefront Conceptual Plan
- IV. *INTRODUCTION OF CANDIDATES
FOR BOARD OF DIRECTORS*
■ *Nominees from the Floor*
 Chair, Nominations Committee
■ *Election of Board of Directors*
- V. *TREASURER'S REPORT*
- VI. *PRESENTATION OF 2009 BUDGET*
■ *Proposed 0% Increase*
- VII. *HOMEOWNERS FORUM*
- 12:00 Noon *Adjournment*

SOUTHLAKE LANDING TOWNHOMES ASSOCIATION

OFFICIAL FULL POWER PROXY

To be filled out prior to the Call to Order of the Board of Directors Meeting of the Southlake LANDING Townhomes Association, **Saturday, DECEMBER 6, 2008**, at 10:00 a.m. at the Southlake Recreation Center, 5070 Higgins Drive, Dumfries, VA 22025.

I, _____

The undersigned, hereby authorize _____
(Proxy Holder's name or "Treasurer,, SLTA")

to be my true and lawful Proxy, to represent my interests at the Board of Directors Meeting of the Southlake LANDING Townhomes Association (SLTA) on December 6, 2008, at Southlake Recreation Center, 5070 Higgins Drive, Dumfries, VA 22025, at 10:00 a.m., and to cast my vote in such business as may be conducted during the meeting or any adjournment(s) thereof and further hereby grant unto my Proxy full power at his/her discretion to exercise my vote on any and all items or issues presented at the aforesaid meeting, hereby confirming all that my Proxy may do.

As a member of the Southlake LANDING Townhomes Association, in good standing, I hereby execute this Proxy.

Address

Lot # and Section

Witness

Signature

Date

This Proxy allows the holder to vote as the proxy holder chooses at the meeting.

Proxy and Ballots must be received at SLTA, P. O. Box 381, Dumfries, VA 22026, before Call to Order at 10:00 a.m., Sat., DECEMBER 6, 2008. If homeowner decides to attend the Board of Directors meeting, Proxy and Ballots will be rescinded, upon validation. Proxy dated closest to the date of the Annual Meeting will be considered valid. All others will be rescinded.

SOUTHLAKE LANDING TOWNHOMES ASSOCIATION ANNUAL MEETING

DECEMBER 1, 2007
Southlake Recreation Center
5070 Higgins Drive
Dumfries, VA 22026
10:00 a.m.

OFFICIAL BALLOT FORM 2008 BUDGET

I (approve/disapprove) an Annual 2008 Southlake LANDING Townhomes Association Budget of **\$520 per unit**, for the 2008 Calendar Year, as proposed and approved by the Southlake LANDING Townhomes Association Board of Directors.

[Please check one]

APPROVE

DISAPPROVE

Explanatory Statement:

The Proposed Budget (See itemized breakdown of Proposed 2008 Southlake LANDING Townhomes Association (SLTA) Budget) has been approved by the Board of Directors. This is only the sixth increase in the past eight years. Pursuant to the SLTA Covenants, the maximum annual assessment may only be increased above five percent (5%) by a vote of the membership in which two-thirds (67%) of the members voting in person or by proxy in favor of increasing the annual assessment. The Board is proposing a 5% increase in 2008. The documents also mandate that \$25 of every assessment be placed in the Reserves Fund. ***The RESERVES STUDY, performed by Association Reserves, Inc. recommends a \$17,680 annual 2008 contribution to the RESERVES FUND.***

It is the intention of the Board of Directors to establish a 2008 annual budget, based on the current and future needs of the Association. Most importantly, RESERVES have been accrued in a Replacement Fund. Maintaining a replacement fund provides for the planned replacement of major items. (The Audit and Accounting Guide, prepared by the American Institute of Certified Public Accountants for community associations, refers to typical replacement items as asphalt paving, concrete sidewalks, curb and gutter, etc.) Successfully-implemented reserve funding is critical to Southlake's economic health and the preservation of the community. Maintaining a replacement fund meets legal, fiduciary and professional requirements of secondary mortgage markets, i.e. VA, FHA, etc., equalizes the contributions of current and past owners, minimizes the need for special assessments, and enhances inherent resale values.

If you have any questions, please contact a Board member or our manager Lin Stauffer at 703-670-2376.

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
ANNUAL MEETING**

**DECEMBER 6, 2008
Southlake Recreation Center
5070 Higgins Drive
Dumfries, VA 22026
Registration : 9:30 – 10:00 a.m.**

**OFFICIAL BALLOT FORM
BOARD OF DIRECTORS**

This year there are two (2) vacancies to be filled on the five-member SLTA Board of Directors, in addition to three incumbent Board members:

Dave Feser	(2-Year Term)	15755 Widewater Drive
Barbara Smith	(2-Year Term)	15604 Montview Drive
Marie Juliano	(1-Year Term)	15794 Widewater Drive

Each residence may cast only one (1) vote for each candidate.
No cumulative voting is allowed.

- | | | | |
|----|-------------------------|-----------------------------|--------------------------|
| 1. | Maggie Gustavson | 15647 Montview Drive | <input type="checkbox"/> |
| 2. | Nancy Croteau | 15614 Montview Drive | <input type="checkbox"/> |

Write In Nominees:

- | | | | |
|----|-----------------------|-----------------------------|--------------------------|
| 3. | Gregory Bowdre | 4900 Saltwater Drive | <input type="checkbox"/> |
| 4. | _____ | _____ | <input type="checkbox"/> |

Check only two (2) votes
Total number of votes must
total two (2)

This ballot will not be counted if the total votes cast exceeds the number authorized.

Additional nominations may be made from the floor during the Annual meeting.