

**Southlake Landing Townhomes Association  
BOARD OF DIRECTORS MEETING**

**Tuesday, MAY 12, 2009**  
Southlake Recreation Center  
Montclair, VA 22026  
7:30 p.m.

**AGENDA**

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of *April 14, 2009* Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. Manager's and Treasurer's Report
  - Assessments Update
- VI. **COMMITTEE REPORTS**
  - Landscaping and Grounds Committee
  - Social Committee
- VII. **OLD BUSINESS**
- VIII. **NEW BUSINESS**
- IX. Time and Place of Next Meeting – **June 9 (Tues)**
- X. Adjournment

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION  
BOARD OF DIRECTORS MEETING  
APRIL 14, 2009**

**CALL TO ORDER**

The meeting was called to order by President Barbara Smith at 7:30 p.m., at Southlake Recreation Center, 5070 Higgins Drive, Montclair, VA 22025. President Smith declared a quorum with the following in attendance.

Barbara Smith	Dave Feser
Nancy Croteau	Lin Stauffer, Manager

**Homeowners:**

Brian Belli	15742 Widewater Drive	703-499-0528
Maureen Bradley	15789 Widewater Drive	703-927-0759
Elizabeth Jacquemetton	15775 Widewater Drive	703-878-3651
Louise Seghers	15769 Widewater Drive	703-878-2839

**Homeowners Forum**

Homeowners concerns included homeowners not containing their trash in covered trash cans, rats on the property (due to lack of trash containment and immediate picking up of pet feces on lots and common areas), graffiti on mailboxes and signs, and the storage of vehicles in visitors parking spaces, inoperable vehicles in the community and a metal railing installed at 15770 Widewater Drive. Complaints received regarding 15791 Widewater, youth parking, loitering, littering and publicly urinating in the parking lots, to include a Police response to outside disturbances at 4:00 a.m. April 8, 2009.

**ACTION ITEM:** Manager will follow up on all items.

Mr. Belli had concerns about renters at 15745 Widewater Drive leaving trash in the community and yards, causing noise and other disturbances, and unsupervised youth and three dogs (of which the Police have responded twice to dog bites.).

**ACTION ITEM:** Manager will follow up telephonically and via letter with homeowners regarding community violations.

Complaint about unregistered canoe on common areas, and unregistered paddle boat chained to tree on common areas.

**ACTION ITEM:** Manager will follow up with owners to remove or register and place boats on boat racks.

Complaint about unlocked empty home 15612 Montview Drive.

**ACTION ITEM:** Manager will contact owners of foreclosed home, to ensure home is secured and cannot be used by community youth.

**Resource Protection Area Encroachment Submission**

Elizabeth R. Jacquemetton submitted a "Request for Exception to Encroach into the RPA, for the removal of three voluntary mulberry saplings on the hill behind her home to reestablish limited vistas of Lake Montclair, with planting replacement options.

**MOTION #09-15** Dave Feser made a motion to approve Elizabeth R. Jacquemetton's "Request for Exception to Encroach into the RPA, for the removal of three voluntary mulberry saplings on the hill behind her home to reestablish limited vistas of Lake Montclair, with planting replacement options, with the understanding that the formwork would be submitted under a cover letter of the SLTA Board of Directors, to the Environmental Services Division of Prince William County, for review, and thereafter submission the Montclair Property Owners Association, for review. Barbara Smith seconded the motion. Extensive discussion followed. The motion passed with one opposing vote by Nancy M. Croteau.

**MINUTES**

**MOTION #09-16** Dave Feser made a motion to approve the March 10, 2008 meeting minutes. Barbara Smith seconded the motion. Motion passed unanimously.

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**MANAGERS AND TREASURER'S REPORT:**

Manager presented Income Statement and Disbursements Report (as of 3/31/09): \$139,481.08 in accounts. Reserves account balances: Capital Reserves \$54,827; Landscaping Reserves \$22,520; Contingency Reserves \$4,951 (as of 2/28/09). **[Attachment A]**

**Assessments**

Manager advised outstanding 2009 assessments (as of 4/07/09) Assessments \$18,272.09 (to include 41 homeowners paying \$260. July 1, 2009, as part of the semi-annual payment plan); late fees \$1,075; legal fees \$230.14. Liens have been placed on past-due properties 30 and 110; judgments and garnishments have been scheduled, and foreclosure trustees sale #30, scheduled for 2/13/09, judgement proceedings 6/4/09. **[Attachment B]**

**MOTION #09-17** Barbara Smith made a motion to accept the Manager's and Treasurer's Report. Dave Feser seconded the motion. Motion passed unanimously.

**MOTION #09-18** Barbara Smith made a motion to approve payment plans for accounts 41 and 87, with the understanding that if owner defaults on payment plan, accounts will be forwarded to attorney for court proceedings. Nancy Croteau seconded the motion. Motion passed unanimously.

**COMMITTEE REPORTS**

**Social Committee**

**Chair Megan Purdy** was not in attendance. Dave Feser presented a "Building Buddy" concept. Board members discussed the concept.

**Landscaping Committee**

**ACTION ITEM:** Chair Louise Seghers will meet with Jeff Lee, J.L.; Affordable, for installation of table, bench, and trashcans, the removal of trash throughout the community, and the pruning and removal of wood debris in the community.

Chair Louise Seghers presented a landscaping committee report, and presented landscaping proposals from Meadows Farms and Dumfries Nursery for Board review.

**MOTION #09-19** Nancy Croteau made a motion to approve an amount not to exceed \$3,000 for the installation of shrubbery along Waterway Drive to serve as a barrier to Waterway Drive. Dave Feser seconded the motion. Discussion followed. The motion passed unanimously.

**MOTION #09-20** Dave Feser made a motion to approve the purchase and installation of a table, bench and trashcan on common areas. Barbara Smith seconded the motion. Motion passed unanimously.

**OLD BUSINESS**

**Prince William County Off-Duty Police Patrols**

The Board of Directors reviewed the recent Police Reports and disbursements; and approved the April random off-duty Police Department patrol schedule, as provided by Officer Kelly Anderson, PWC Police Department.

**Concrete Sidewalk and curb repairs (Backwater and Saltwater)**

**ACTION ITEM:** Manager will obtain proposals for curb and gutter, and sidewalk repairs.

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**NEW BUSINESS**

**TIME AND PLACE OF NEXT MEETING**

The next regularly-scheduled Board meeting is scheduled for Tuesday, May 12, 2009, at 7:30 p.m. at Southlake Recreation Center.

**ADJOURNMENT**

**MOTION #09-21** President Smith entertained a motion to adjourn. Nancy Croteau seconded the motion, and the meeting was adjourned upon mutual consent at 9:30 p.m.

Respectfully submitted,

Lin R. Stauffer, Manager  
On behalf of Secretary

Attachments