

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

Tues., AUGUST 10, 2010

Southlake Recreation Center

Montclair, VA 22026

7:30 p.m.

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. Approval of **July 7, 2010** Meeting Minutes
- IV. **HOMEOWNERS FORUM**
- V. Manager's and Treasurer's Report
 - Assessments Update
- VI. **COMMITTEE REPORTS**
 - Landscaping and Grounds Committee
 - Social Committee ~ July 24 Boat Regatta
- VII. **OLD BUSINESS**
 - Gazebo Roof Proposals
 - Greenhorne & O'Mara Engineering Proposal
- VIII. **NEW BUSINESS**
 - ANNUAL MEETING December 4, 2010
 - Budget & Nominations Committees
- IX. Time and Place of Next Meeting – **September 14 (Tues)**
- X. Adjournment

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 7, 2010**

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	Maggie Gustavson
Dave Feser	Marie Juliano
Nancy Croteau	Lin Stauffer, Manager

Homeowners:

Susan Sinclair Chair, Social Committee 15755 Widewater Drive 703-835-5532

Homeowners Forum

The Board of Directors discussed homeowners' concerns.

MINUTES

MOTION #10-28 Maggie Gustavson made a motion to approve the June 8, 2010 meeting minutes. Marie Juliano seconded the motion. Motion passed unanimously.

MANAGER AND TREASURER REPORT

MANAGERS AND TREASURER'S REPORT:

Manager presented Income Statement and Disbursements Report (as of 5/31/10) \$138,828.31 in accounts. Reserves account balances: Capital Reserves \$67,285.; Landscaping Reserves \$22,520.; Contingency Reserves \$6,951 (as of 12/31/09). **[Attachment A]**

Assessments

Manager advised outstanding 2010 assessments (as of 7/05/10): Assessments \$7,153.65 (to include 1 foreclosure in arrears of 2009 assessments and two payment plans); late fees \$300; and legal fees \$931.59. Liens have been placed on past-due properties; judgments and garnishments have been scheduled. Board members reviewed Compton & Duling LC collection reports.

Manager advised that 19 homeowners still owe semi-annual assessments by July 15, 2010..

[Attachment B]

MOTION #10-29 Maggie Gustavson made a motion to accept the Manager's and Treasurer's Report. Marie Juliano seconded the motion. Motion passed unanimously.

COMMITTEE REPORTS

Landscaping Committee

There was no Landscaping Committee Report. Manager advised that MPOA has approved the removal of dead trees adjacent to Waterway Drive. Work will be scheduled as soon as weather conditions are favorable. The Board requested that Valleycrest Landscape prune back trees and invasives along the lakeside turf areas and along the sidewalks, walkways and streets. Marie Juliano requested that bushes around the NOVEC box be pruned back dramatically to allow for vehicle sight distances on the corner of Montview and Widewater Drives.

Social Committee

Chair Susan Sinclair presented a report on the progress of the Social Committee. The next scheduled event is the July 24th "Annual Boat Regatta".

ACTION ITEM: Manager will email proposed Welcome brochure to Board members, for review and recommended changes.

Louise Seghers has submitted an article and picture for inclusion in the MPOA "Montclairion" newsletter.

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ACTION ITEM: Board of Directors requested future review of articles prior to submission to "*Montclairion*."

OLD BUSINESS

**Prince William County Police Department
Random Police Patrols**

The Board of Directors reviewed the June Prince William County Police Department random police reports and approved the July, 2010 patrol schedule.

PARKING Issues

The Board of Directors discussed the lack of and misuse of visitors parking spaces, and the possibility of obtaining "Visitor" parking rear mirror hangers for use by visitors.

Boat Racks

Manager advised that letters have gone out to those boats which were identifiable as owned by Southlake homeowners to obtain SLTA boat stickers, and to non-residents requesting they remove their boats from the boat racks and Southlake Landing THA private property.

Mail Box Painting

ACTION ITEM: Manager has advised that J.L. Affordable has been contracted to repaint mailbox stands and perform minor repairs to the gazebo.

Entrance Signs

Manager advised that Sign-A-Rama will be removing and repainting the six front entrance signs.

Invasive Species

Nancy Croteau advised she attended the Montclair Property Owners Association (MPOA) July 6, 2010 Covenants meeting for review of Southlake Landing THA Property Improvement Request (PIR) submission, on behalf of Maureen Bradley, for removal of invasive species from the common areas behind her building.

Nancy expressed "that she felt there were a variety of problems with the PIR as it stands including procedural errors, incomplete documentation and review, and other substantive issues including important quality control issues. I said I support proper removal of invasive species on the hillside and I will support a proper PIR. I want the work done properly and want the work done under SLTA auspices not at the direction of individual homeowners. I will support a PIR redrawn by us which has been reviewed in its details by Dave, Marie, Maggie, and Bunny all of whom I trust and feel have the best interests of the community at large. I am not trying to stop this process only trying to insure quality control. Thus I think the SLTA Board should in its own name submit our own PIR with plans for the hillside. I believe Maureen's PIR should not be the controlling one and that the current one which she submitted to us and which is the subject of the coming MPOA Board meeting should be recalled."

ACTION ITEM: It was noted that the MPOA Covenants Committee did approve the submitted PIR, and that it was scheduled to go before the MPOA Board of Directors for review and vote. The Board of Directors concurred to request that Maureen Bradley withhold any action until the Board of Directors can look into contractual agreements for invasive species control on common areas.

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NEW BUSINESS

Landscaping Proposal

MOTION #10-30 Nancy Croteau made a motion to approve Dumfries Nursery and Garden Center proposal for addition of four Nellie R. Stevens Hollies behind 15614 Montview Drive. Barbara Smith seconded the motion. Motion passed unanimously.

Request from Patricia C. Kelleher

The Board of Directors reviewed request letter from Patricia Kelleher, 15777 Widewater Drive, for removal of 3 volunteer mulberry saplings, to be replaced by common juniper, behind her home.

ACTION ITEM: Board concurred that Ms. Kelleher be advised to prepare the appropriate paperwork for submission to both Prince William County Environmental Services and Montclair Property Owners Association; and submit to the Southlake Landing THA Board for review.

TIME AND PLACE OF NEXT MEETING

ACTION ITEM: The next regularly scheduled board meeting is scheduled for ***Tuesday, August 10, 2010*** at 7:30 p.m. at Southlake Recreation Center.

ADJOURNMENT

MOTION #10-31 President Smith entertained a motion to adjourn. Marie Juliano seconded the motion, and the meeting was adjourned upon mutual consent at 9:30 p.m.

Respectfully submitted,

Lin R. Stauffer, CMCA, AMS
Managing Agent
At the request of Secretary

Attachments