

BOARD OF DIRECTORS MEETING

Tues., JULY 16, 2013
Southlake Recreation Center
Montclair, VA 22025

7:00 p.m.

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. **Approval of *June 11, 2013* Meeting Minutes**
- IV. **HOMEOWNERS FORUM**
- V. **Manager's and Treasurer's Report**
 - Assessments Update
- VI. **COMMITTEE REPORTS**
- VII. **OLD BUSINESS**
 - Dupont Imprelis Claims Resolution Agreement
 - Landscaping Proposals
- VIII. **NEW BUSINESS**
 - Boat Rack Renovations
- IX. Time and Place of Next Meeting ~ **Sept. 17, 2013 (Tues.)**
- X. **Adjournment**

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
June 11, 2013**

CALL TO ORDER

The meeting was called to order by President Barbara Smith at 7:00 p.m. at Southlake Recreation Center, 5070 Higgins Drive, Montclair, VA 22025. President Smith declared a quorum with the following Board members in attendance:

Barbara Smith Maggie Gustavson
Sue Zamperini Marie Juliano
Lin R. Stauffer, Manager

Homeowner: Ana Prizina 15788 Widewater Drive 703-475-4858

HOMEOWNERS FORUM

The Board of Directors addressed homeowner concerns. Homeowners continue to complain about vehicles parking parallel on Widewater Drive, in fire lanes and blocking the vehicles access into allocated parking spaces. Complaints have been received regarding neighborhood youth vandalizing the playground equipment and grounds.

Homeowner Ana Prizina presented a letter to the Board requesting that two live branches located in the wooded area behind her building be removed. Manager noted that the branches are live branches and have not come down during storms to include Storm Sandy in 2012.

ACTION ITEM: Manager was instructed to include the removal of two branches in the proposal by Allen's Tree Service.

MOTION #13-26 Maggie Gustavson made a motion to approve the May 14, 2013 meeting minutes. Marie Juliano seconded the motion. Motion passed unanimously.

MANAGERS AND TREASURER'S REPORT:

Treasurer Maggie Gustavson reviewed the Income Statement and Disbursements Report (as of 4/30/13) \$171,859.84 in accounts. Projected Reserves account balances as of 12/31/2012: Capital Reserves \$104,868, Landscaping Reserves \$20,000; Contingency Reserves \$7,000. **[Attachment A]**

Assessments Report

Outstanding annual assessments (as of 5/09/13): Assessments \$16,536.14 (to include one foreclosure in arrears of 2012 assessments totaling \$5,294.); late fees due \$1,605; and legal fees due \$1,119.20. Past due accounts have been referred to Compton & Duling LC for collection and liens and judgments have been placed on past-due properties. Board members reviewed Compton & Duling L.C. May 10, 15, and 28 reports. **[Attachment B]**

Manager advised that semi-annual assessments were billed on June 1, 2013; and are due by July 1, 2013.

MOTION #13-27 Maggie Gustavson made a motion to accept the Manager's and Treasurer's Report. Sue Zamperini seconded the motion. Motion passed unanimously.

OLD BUSINESS

DUPONT Imprelis Claims Resolution Agreement

The Board reviewed June 5, 2013 Dupont Amended Claim Resolution Agreement.

MOTION #13-28 Maggie Gustavson made a motion to deny the Amended Claim Resolution Agreement dated June 5, 2013; and instructed Manager to send another certified response to Dupont denying the Amended Agreement and reiterating in large bold type the request for reimbursement for (13) White Pines removed, due to immediate safety hazard and replaced with Leyland Cypress by Community Landscape Services. Sue Zamperini seconded the motion. Motion passed unanimously.

**SOUTHLAKE LANDING THA
Board of Directors Meeting
June 11, 2013
Page two**

Prince William County Service Authority

ACTION ITEM: Manager advised that PWCSA has completed the clearing of the water and sewer easements around the perimeter of Lake Montclair this past week; including the removal of trees in a utility easement between the rear lots Widewater Drive and Lansdale Place in Southlake Cove.

House Bills Effective July 1, 2013

The Board of Directors reviewed 2013 Virginia General Assembly House Bills effective July 1, 2013.

NEW BUSINESS

Landscaping Improvements

MOTION #13-29 Maggie Gustavson made a motion to approve proposal by Allen's Tree Service for the pruning of low-hanging limbs along the rear of homes and lake front; bush hogging weeds along the lake front, and hauling away all wood brush and debris. Sue Zamperini seconded the motion. Motion passed unanimously.

ACTION ITEM: Manager requested that Board members be in attendance for the placement of new landscaping materials along the rear of Montview Drive common areas on June 12, 2013.

Manager advised that Liberty Mutual Insurance paid the \$1,350 for 3/19/13 vehicle damages for replacement of the landscaping at the Widewater Drive entrance.

2013 Assessment Collection Policy

MOTION #13-30 Maggie Gustavson made a motion to approve Resolution No 2013-001 Assessment Collection Policy. Marie Juliano seconded the motion. Motion passed unanimously.

Playgrounds

Manager advised that Community Landscape Services has regraded and installed new wood fiber to both playgrounds.

Boat Racks

ACTION ITEM: Manager will schedule meeting with J.L. Affordable to obtain proposal for redesigning the boat racks to accommodate larger boats.

Montclair Library

ACTION ITEM: Manager will contact Prince William County Library officials to schedule a meeting to review and discuss landscaping and boundary requirements for the new Montclair Library site.

TIME AND PLACE OF NEXT MEETING

The next Board of Directors meeting is scheduled for **Tuesday, July 16, 2013, at 7:00 p.m. at Southlake Recreation Center.**

Adjournment

MOTION #13-31 President Smith entertained a motion to adjourn. Maggie Gustavson made a motion to adjourn and Marie Juliano seconded the motion. The meeting was adjourned upon mutual consent at 8:20 p.m.

Respectfully submitted,

*Lin R. Stauffer, Manager
at Request of the Board of Directors*

Attachments