

BOARD OF DIRECTORS MEETING

Tues., OCTOBER 8, 2013

**Southlake Recreation Center
Montclair, VA 22025**

7:00 p.m.

AGENDA

- I. Call To Order
- II. Declaration of a Quorum
- III. **Approval of *September 17, 2013 Meeting Minutes***
- IV. **HOMEOWNERS FORUM**
 - ***Montclair Library Site***
- V. **Manager's and Treasurer's Report**
 - **Assessments Update**
- VI. **COMMITTEE REPORTS**
- VII. **OLD BUSINESS**
 - Dupont Imprelis Claims Resolution Agreement
 - Landscaping Improvements
 - Boat Rack Renovations
- VIII. **NEW BUSINESS**
 - ***ANNUAL MEETING November 12, 2013***
 - Budget Committee – Chair Maggie Gustavson
 - Nomination Committee – Chair Patricia Kelleher
- IX. Time and Place of Next Meeting ~ **November 12, 2013 (Tues.)**
- X. **Adjournment**

**SOUTHLAKE LANDING TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
September 17, 2013**

CALL TO ORDER

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

Marie Juliano	Maggie Gustavson
Sue Zamperini	Patricia Kelleher
Lin R. Stauffer, Manager	

Homeowners:

	Evonne Carawan	4896 Saltwater Drive
	Debbie Halverson	4911 Backwater Court
	Greg Howarth	4913 Backwater Court
	Charlie Hale	15767 Widewater Drive
Guests:	Greg Lukmire	Architect, The Lukmire Partnership
	Maureen Caddigan	Supervisor, Prince William County Potomac District
	Corinne Doerr	Prince William County (PWC)
	Russell Smith	PWC
	Connie Gilman	PWC Library System Director
	Curtis Brenner	PWC Library Facilities & Services Coordinator

MONTCLAIR LIBRARY PRESENTATION

Architect Greg Lukmire presented a Power Point Presentation on the new Montclair Library, scheduled for completion in 2015 (See attached). Planned 50 foot boundary to the property line with Southlake Landing THA (SLTA). SLTA has a 30 foot buffer on the SLTA side of the boundary. There are 100 parking spaces in the first floor parking garage, access from Waterway Drive & Route 234. Storm water treatment includes a wet holding pond on the Waterway Drive side, with planned fencing, bio-filters and a green roof. Oil and grease interceptors are bio-filters in boxes with trees planted to absorb. Coniferous tree planned for boundary plantings. There is a 60 foot grade at the street. Light sky pollution LED Disc and minimized by motion sensor lighting, minimized windows on the townhome side with inside window screening. Under-garage will be locked at night; with business security monitoring. Proposed hours are 10 a.m. – 9 p.m. Mon-Thurs; 10 a.m. – 5 p.m. Fri & Sat; Sunday hours undetermined.

HOMEOWNERS FORUM

Homeowners discussed their concerns with Prince William County Library officials.

NOTE: This is the third presentation, following 2 public meetings August 14, 2012 & January 16, 2013.

MOTION #13-37 Maggie Gustavson made a motion to approve the July 16, 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 7/31/13) \$163,402.40 in accounts. Projected Reserves account balances as of 12/31/2012: Capital Reserves \$109,429, Landscaping Reserves \$20,000; Contingency Reserves \$7,000 for a total of \$136,024 in Reserve Funds. **[Attachment A]**

Assessments Report

Outstanding annual assessments (as of 8/17/13): Assessments \$6,681.64 (to include one foreclosure in arrears of 2012 assessments totaling \$5,294.); late fees due \$1,393; and legal fees due \$823.20. 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. Sept 23, 2013 interrogatories. Manager advised semi-annual assessments were billed on June 1, 2013; and were due by July 1, 2013. Late fee assessments were applied in the amount of 13.65 (5%) and 16.38 (6%). **[Attachment B]**

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MOTION #13-38 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 August 13, 2013 response to Dupont Chemical denying the Amended Counter-Claim Resolution Agreement. Discussion followed.

MOTION #13-39 Marie Juliano made a motion to accept the Counter-Proposal from Dupont Chemical in the amount of \$325,878.00. Sue Zamperini seconded the motion. Motion passed unanimously.

Landscaping Improvements

MOTION #13-40 Marie Juliano made a motion to approve the proposal of \$1,600 from Allen's Tree Service for removal of several dead trees and pruning of trees in the community. Patricia Kelleher seconded the motion. Motion passed unanimously.

Boat Rack Renovations

MOTION #13-41 Maggie Gustavson made a motion to approve the proposal by J.L. Affordable for the repairs to sections of the boat racks, pruning and clean up of the boat rack area, and the towing off common areas of all boats not displaying "SLTA" boat stickers in October. Sue Zamperini seconded the motion. Motion passed unanimously.

NEW BUSINESS

ANNUAL MEETING

MOTION #13-42 Vice President Zamperini made a motion to set the Annual Homeowners Meeting date to Tuesday, November 12, 2013 at 7:30 p.m. at Southlake Recreation Association; and appointed Maggie Gustavson, Treasurer as Chair of the Budget Committee and Patricia Kelleher as Chair of the Nomination Committee. Marie Juliano seconded the motion. Motion passed unanimously.

Proposed 2014 Budget

MOTION #13-43 Maggie Gustavson made a motion to table the approval of the 2014 Budget to the October Board meeting. Marie Juliano seconded the motion. Motion passed unanimously.

Nominations Committee

ACTION ITEM: Board members will canvas for Board candidates. Barbara Smith and Sue Zamperini are up for re-election to three-year terms on the 2014 Board of Directors.

TIME AND PLACE OF NEXT MEETING

The next Board of Directors meeting is scheduled for **Tuesday, October 8, 2013 at 7:00 p.m. at Southlake Recreation Center.**

Adjournment

MOTION #13-44 Vice President Zamperini entertained a motion to adjourn. Maggie Gustavson made a motion to adjourn and Sue Zamperini seconded the motion. The meeting was adjourned upon mutual consent at 10:00 p.m.

Respectfully submitted,

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

Attachments