

**Highlands at Stonegate North  
Condominium Owners Association, Inc.**

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October 3, 2011

Dear Highlands at Stonegate North Homeowner:

Perhaps the single most important aspect of running a homeowners association is participation by you, the homeowner. This participation encourages a sense of community and cooperation between all the residents in Highlands at Stonegate North and keeps your association strong. A strong association is the key to maintaining your property's assets properly and protecting the rights and property values of each and every homeowner.

Your best chance to participate in the Highlands at Stonegate North Condominium Owners Association is at the General Membership Meeting, which is held annually. Your General Membership Meeting is scheduled for:

**October 22, 2011 at 4:00 P.M. (check-in at 3:30)**

**Fire Station #45**  
**16801 Northgate Drive**

Your attendance is important for several reasons. First and foremost, you get to meet your neighbors and be informed as to how the Association is run. Second, you help create a quorum of voting members so that official decisions can be made at the meeting. Third, you will also get to participate in the democratic process by choosing which candidates are going to fill the one (1) position available on the Board of Directors. Owners interested in serving their community as a member of the Board can nominate themselves or their neighbor(s) between now and the date of the General Membership Meeting as well as by making nomination(s) from the floor during the meeting on October 22nd.

If you cannot attend, please fill out and return the attached proxy. This proxy will designate the person of your choice to cast your vote at the meeting, so it is important that you provide specific voting instructions in writing regarding how you desire your vote to be cast. As indicated on the agenda (subsequent page), the only vote scheduled to take place at this meeting will be voting for one (1) Board member.

Only one (1) proxy per condominium unit will be accepted. If an owner signs more than one (1) proxy, the one with the later date will be accepted unless the owner notifies the Association that a prior proxy is the one designated to be used as the proxy for that unit. Pursuant to the Bylaws of The Association, all owners must sign his or her/their proxy vote. If two (2) or more owners of a unit purport to grant a proxy related to the unit to different proxyholders, none of the proxies would be considered valid unless the owners notify the Association of which proxy is revoked.

The Board is responsible for deciding all the financial and contractual matters of the Association, so your vote is very important. Likewise, it is important that a quorum be present, whether by proxy or homeowners present at the meeting, so please ensure you return your proxy if you will be unable to attend.

Also, at this meeting the 2012 budget will be submitted for member approval. Please review the enclosed proposed draft budget and be prepared to vote on its ratification at the meeting.

If you have any questions about the meeting or other Association matters, please feel free to contact Z&R Property Management and we'll do our best to help you out. We hope to see you at the meeting!

At the Direction of the Board of Directors,  
Highlands at Stonegate North CA

Kerry Cantrell  
Property Manager