

**DOMINION STATION HOMEOWNERS ASSOCIATION, INC.**  
**C/o Service First Management & Consulting, Inc.**  
**12084 Cadet Court**  
**Manassas, Virginia 20109**  
**(703) 392-6006 Office • (703) 392-5039 Fax**  
**Web Site – [www.dshoa.com](http://www.dshoa.com)**  
**E-mail: [ksimonovich@sfmtcinc.com](mailto:ksimonovich@sfmtcinc.com)**

October 26, 2011

Dear Dominion Station Homeowner:

In accordance with the By-laws, please be advised that the Annual Meeting of the Dominion Station Homeowners Association will be held on Tuesday, November 29, 2011 at 7:00 p.m. (sign-in begins at 6:45 p.m.) at the Dominion Station Clubhouse, 21910 Elkins Terrace, Sterling, Virginia 20166.

The purpose of the Annual Meeting is to elect two (2) members to the Board of Directors and seek volunteers to serve on the Architectural Review Committee, Shared Facilities Committee, and the Communications Committee. Currently, the following individuals have indicated their intent to run for the Board of Directors: Christopher Coulter and Mehdi Kohanbani. Enclosed with this mailing is information about the candidates.

If you are unable to attend the meeting, **please mail the proxy form to the Management Office, or give it to a neighbor who is attending.** It is vital that we have a quorum of owners in order to conduct Association business. Therefore, your presence at the meeting, either in person or by proxy, is extremely important. Please use your proxy so that the meeting may be held in proper order.

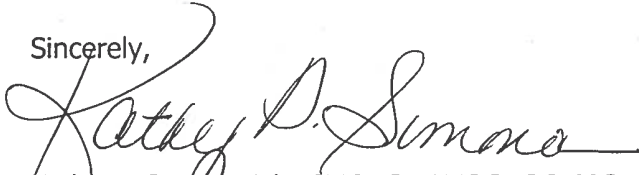
Additionally, the Board of Directors (BOD) recently met and adopted the following:

- 2012 Operating Budget – The monthly assessment will increase to \$108.00 per home per month. The Adopted Budget is enclosed for your information.
- Amendment to Policy Resolution 2010 – 4.5 – Parking Regulations – The Amendment is enclosed. The visitor parking is now unrestricted daily from 7:00 a.m. to 12:00 midnight.

Please remember that the regular monthly assessments are due on the 1<sup>st</sup> of each month and are subject to a late penalty of \$25.00 if not received within ten (10) days from the due date. **Additionally, effective January 1, 2012 the mailing address for assessment payments will be changed to P.O. Box 66571, Phoenix, AZ 85082. If you are currently using an online bill pay service, please be sure to update the mailing address accordingly.** Assessment coupons and envelopes will be mailed shortly.

Should you have any questions concerning the Annual Meeting or the information enclosed, please do not hesitate to contact me at (703) 392-6006, extension 202 or [ksimonovich@sfmtcinc.com](mailto:ksimonovich@sfmtcinc.com). I look forward to seeing you at the Annual Meeting!

Sincerely,



Kathy A. Simonovich, CMCA®, AMS®, PCAM®  
Community Manager

Enclosures

**DOMINION STATION HOMEOWNERS ASSOCIATION, INC.  
ANNUAL MEETING  
TUESDAY, NOVEMBER 29, 2011**

**DOMINION STATION CLUBHOUSE  
STERLING, VIRGINIA  
7:00 P.M.**

**AGENDA**

- I INTRODUCTION
- II ROLL CALL (PROOF OF QUORUM)
- III PROOF OF NOTICE OF MEETING
- IV READING OF MINUTES OF PRECEDING MEETING
- V REPORTS OF OFFICERS
  - A. President's Report
  - B. Treasurer's Report
- VI REPORTS OF COMMITTEES
  - A. Architectural Review Committee
  - B. Shared Facilities Committee
  - C. Communications Committee
- VII REPORT OF NEIGHBORHOOD WATCH PROGRAM
- VIII APPOINTMENT OF INSPECTORS OF ELECTION
- IX ELECTION OF DIRECTORS
- X OLD BUSINESS
- XI NEW BUSINESS
- XII ADJOURNMENT

**DOMINION STATION HOMEOWNERS ASSOCIATION, INC.**  
**ANNUAL MEETING**  
**TUESDAY, NOVEMBER 29, 2011**

**PROXY**

**SECTION I – Select one and follow the instructions indicated next to your selection.**

\_\_\_\_\_ **INSTRUCTED PROXY** - Register my proxy and vote as indicated in Section III below.  
**MUST COMPLETE SECTION III AND IV ONLY.**

\_\_\_\_\_ **UNINSTRUCTED PROXY** - The person named in this proxy may cast (my) (our) votes for any one (1) candidate for the Board of Directors he or she chooses. **MUST COMPLETE SECTION II AND IV ONLY.**

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**SECTION II**

I (We) \_\_\_\_\_ and \_\_\_\_\_ Owner(s) of \_\_\_\_\_, Sterling, Virginia, being a Member (s) in good standing of the Dominion Station Homeowners Association, under the provisions of the By-laws, do hereby grant my (our) proxy to \_\_\_\_\_, for the purpose of voting at the Annual Meeting, Tuesday, November 29, 2011 or any continuances thereof.

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**SECTION III**

There are two (2) open Board of Director positions. Please indicate your vote by checking the box next to the candidate's name. **Please vote for ONLY TWO (2).**

\_\_\_\_\_ Christopher Coulter \_\_\_\_\_

\_\_\_\_\_ Mehdi Kohanbani \_\_\_\_\_

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**SECTION IV (Must be completed for both Instructed and Uninstructed Proxies)**

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Address

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner's Address

**PLEASE MAIL TO THE ADDRESS SHOWN ON THE BACK OF THIS PROXY**

**Postage**

Dominion Station Homeowners Association, Inc.  
c/o Service First Management & Consulting, Inc.  
12084 Cadet Court  
Manassas, VA 20109



**DOMINION STATION HOMEOWNERS ASSOCIATION, INC.**

**CANDIDATE STATEMENT**

**ANNUAL MEETING  
TUESDAY, NOVEMBER 29, 2011**

**PLEASE PRINT OR TYPE ALL INFORMATION:**

NOMINEE: Mehdi A. Kohanbani \_\_\_\_\_  
NAME  
45607 Grand Central Square, Sterling VA 20166 \_\_\_\_\_  
ADDRESS  
(201) 663-1692 / (703) 254-6066 \_\_\_\_\_  
HOME/BUSINESS PHONE  
\_\_\_\_\_  
SIGNATURE OF NOMINEE

**QUALIFICATIONS: (Pertinent Biographical Information):**

Although I am a newcomer to Dominion Station, I feel as though I have a lot to offer the board and all members of our HOA. I am originally from Upstate NY (Rochester), and I attended a Jesuit high school where I served with three other classmates on our class council. I attended college at Rutgers University, and I finished with a Four-Year degree in Political Science with a minor in Criminal Justice and Urban Planning. While at Rutgers I sat on & attended our class council meetings. I valued these experiences & have always felt the need to serve in this capacity when the opportunity presents itself.

A little about me: I am a Captain in the Army National Guard and have had the pleasure of serving our country for over 12 years. As a member of the NY National Guard, I belonged to a unit in Yonkers, NY during 9/11. At the time, I was an undergrad at SUNY Albany and was activated to work at Ground Zero for two months. After two years at Albany I transferred to Rutgers & transferred Guard States and am currently a member of the New Jersey Army National Guard. I received my commission as an Officer in the Army in 2003 as a member of the NJ Guard. In 2006/07 I volunteered as a member of a 15 man embedded training team to help mentor the Afghan Army. I served in Afghanistan for 15 months and worked with both the Intelligence and Logistics Officers. My service overseas was some of the most gratifying work I've ever done; it is truly an experience that will remain with me forever. While overseas I had the pleasure of working with other Senior Officers from Guard Bureau. After a year of military schools, I took a job with one of the Lieutenant Colonel I worked for in Afghanistan. I have been working for Guard Bureau since June, 2008, and have worked in both the Officer Accessions Branch and now work as a member of our Resource Management Branch. As the Budget and Manning Section Chief I manage a \$500M annual budget and am responsible for the resourcing and distribution of 5,356 personnel throughout the 54 states/territories. My experience in Budget Execution has afforded me the tools to understand the value of efficient distribution and usage of funds throughout a fiscal year. I am confident I can bring these many experiences to our HOA as a member of our board.

**Please forward completed Candidate Statement to:  
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