



Tabb Lakes Homes Association  
P.O. Box 8088  
Yorktown, VA, 23693

1. The Tabb Lakes Homes Association Board of Directors meeting convened on 29 March, 2006 at 924 Tabb Lakes drive. Present were President Jim Magnotta, Vice President Gary Porter, Member-at-large Art Johnston, Treasurer Charles Rossi, Webmaster Clint Flanagan and visitors Charles Lee and Rob Cox.

2. Jim Magnotta opened the meeting at 7:05 by introducing Mr. Charles Lee and Mr. Rob Cox of Lee Property Management, Inc. Mr. Lee gave a briefing on the services his firm can provide, focused on the subject of covenants compliance and assessment collection. Lee Property Management manages approximately 85-100 upper-level rental properties, including five in Tabb Lakes, and has provided a variety of services to the Woodlake Homeowners Association for 9 months. Mr. Lee pointed out that he is a licensed real estate broker but also has been president of a homeowners association and understands the problems we face in enforcing covenants restrictions. He provided a "Service Menu" that presented the range of services his firm can supply and the costs associated with those services. Their basic charge is \$1.40 per property per month, which would come to \$642.40 per month. Additional services, most of the cost of which would be passed on to non-compliant homeowners, would incur additional charges. Discussion centered around whether his firm has the necessary resources to take on another association the size of Tabb Lakes, what his experience has been with Woodlake, and how we might proceed if we were to hire his firm. Mr. Lee encouraged us to contact Larry Thompson, President of the Woodlake association to discuss their satisfaction with the services he has provided them.

3. After Messrs. Lee and Cox had left, the BOD discussed their proposal at length and concluded that a trial contract of three months was probably in order but that the board members should meet again on the following Sunday evening to take a final vote on the matter. In the meantime, Jim Magnotta will contact Larry Thompson for an assessment of Mr. Lee's services. (Open)

#### **4. Old Business.**

- a. Minutes. The minutes of the last board meeting were approved by voice vote after a minor correction was made, substituting "the board of directors" for Charles Rossi's name in Para 2B. (Closed)
- b. Yard Sale. Arrangements for the community yard sale on 22 April appear to be proceeding well. Terri Berube is working with the Greenlands POC to coordinate the newspaper ad. It was determined that a notice of the yard sale date was indeed published in the last newsletter. One homeowner contacted Jim Magnotta to criticize the choice of date. Charles Rossi is in charge of erecting the announcement signs a week prior to the event. (Open)
- c. Database. The homeowners database appears to now be updated. Gary Porter asked Charles Rossi to send him a copy. Update: database delivered via email on 30 March. (Closed)
- d. Annual taxes. Charles Rossi will drop off the association's financial records at Burk's Booking and Tax Services this week so that they can compete the



- association's 2005 tax return. They will also be asked to perform the required annual audit of last year's financial records (Oct 2004 thru Sept 2005). (Open)
- e. Lake Diffusers. It appears that VLM has repositioned the floating air diffuser element in Lake 1. As always, VLM will contact the board when they determine there is a need for a treatment of the "super strength" herbicide. No further discussion occurred concerning repositioning the Lake 2 diffuser pump. (Open)
  - f. Grounds Maintenance Statement of Work. Jim Magnotta is satisfied with the draft SOW and will mail copies to several grounds keeping firms this week. (Open)
  - g. Mailing Labels. Dave Horne printed off a set of mailing labels for Alison Johnson to use with the last Newsletter. Jim Magnotta has a set ready as well. (Closed)
  - h. Disclosure Packets. Gary Porter examined the Virginia Property Associations Act and determined that several pieces of required information are missing from our Disclosure Packet. There is a requirement for a statement from the Treasurer that assessments on the property in question have been paid and from the Architectural Review Committee that the property is in compliance with all Covenants, Conditions and Restrictions. Gary asked to be provided with a copy of the present packet to determine the best way to incorporate the missing information. The BOD still needs to develop a mechanism for getting these certifications into the packet once a realtor requests a packet. (Open)

#### **5. New Business.**

- a. History of Tabb Lakes. Gary Porter passed out copies of a draft "History of Tabb Lakes" that will be posted on the website. Comments are due at the special meeting on Sunday 2 April. (Open).
- b. Flower Planting. Gary introduced an email he received from Larry Eppard that asked the Board's permission to plant flowers at the entranceways and permission to pressure wash the entrance signs. The estimate was for two plantings costing a total of \$500. Charles determined that there was \$600 already budgeted for this purpose and offered that the Committee chairs should feel free to spend their budgeted money once the budget is approved by the board without needing further permission. The contrary opinion was offered that the board should be kept informed of the expenditures of the committee chairs and appreciated Larry's request. The larger matter was left unresolved. Gary will contact Larry and tell him that the purchases and cleaning (gratis due to the offer from Garry Harrington to use his equipment) were approved. (Closed)
- c. Coventry Boulevard Maintenance. During last week's presentation of Tabb Lakes as a Certified Emergency Response Community, Shelia Noll mentioned to Jim Magnotta that York County would like Tabb Lakes to assume responsibility for maintenance of the shrubbery along the portion of Coventry Blvd that borders the south end of Tabb Lakes. After a short discussion the Board concluded that this maintenance is either VDOT's or the Country's responsibility, but not that of the Tabb Lakes HOA.
- d. Open Committee Positions. The offices of Secretary, Covenants Review and Traffic & Safety are presently open and the Shaffers have indicated via email that they would like to turn over their responsibilities as Neighborhood Watch Chairs



Tabb Lakes Homes Association  
P.O. Box 8088  
Yorktown, VA, 23693

- to someone else by this summer. The opinion was presented that Committee chairs should be encouraged to find their own replacements before tendering their resignations. A special solicitation will be placed in the next Newsletter. Clint Flanagan volunteered to assume the duties of the Secretary until a replacement comes forward, beginning with the next meeting. (Open)
- e. BOD Meetings. Jim Magnotta pointed out that the traditional Sunday evening meeting time is not optimal and requested we switch to a weeknight. Gary pointed out that some (Christy McNulty for example) have problems with Wednesday nights. A poll of the directors revealed that Thursday nights would probably be best and it was decided to schedule the second Thursday night of each month as the planned BOD meeting night. Gary will poll the remaining BOD members to determine whether this works for them. (Open)
6. **Treasurer's Report.** Charles Rossi submitted the current Treasurer's report. Total expenses YTD (as of 28 Mar 06) are \$18,139.73. We have spent 29% of the annual budget. The board decided that the cost of hiring Lee Property Management, if that is the ultimate decision, should come from the Lake Contingency budget. It was decided that a separate line item should be setup for the Lee Property Management expenses. Charles reported that as of this week 23 homeowners had still not paid their 2006 assessments. Charles will check the mailbox tomorrow, send out a final reminder letter this weekend and then we will have to take more drastic action.
7. **Adjournment.** The meeting adjourned at 9:20pm. A special board meeting has been scheduled for Sunday, 2 April, at 7pm at 924 Tabb Lakes Drive, to discuss hiring Lee Property Management.

Respectfully submitted by Gary Porter