



Tabb Lakes Homes Association
P.O. Box 8088
Yorktown, VA, 23693
<http://www.tabblakes.org>

1. Mr. Porter convened the Tabb Lakes Homes Association Board of Directors meeting at 7:16 PM, June 07, 2007, in the second floor conference of Mid-Atlantic Properties. Personnel in attendance were:

President: Mr. Gary Porter
Vice President: Mr. Dave Otto
Secretary: Mr. Art Johnston
Member-At-Large: Mr. Jim Magnotta
Member-At-Large: Mrs. Sharon Keplesky
Architectural Review Committee: Ms Christel Doucette
Lake Management Committee: Mr. Frank Robinson
Newsletter Editor: Mrs. Shirley Flanagan
CERT / Stormwater Management Committee Chair: Mr. Lou Lafrenaye
Website Editor: Mr. Clint Flanagan
Lee Property Management: Mr. Charles Lee & Mr. Rob Cox

Homeowner(s):

Mr. Bill Hopkins, 400 Bridge Wood Drive
Mr. Bob Spell, 105 Shallow Lagoon

2. Review/Approve minutes of last BOD meeting. The minutes from the May 10, 2007 BOD meeting were presented to the BOD for approval. After review, the minutes were unanimously approved.

3. Treasurer Report. Mr. Charles Rossi

a. Mr. Rossi distributed copies of the Tabb Lakes Treasurer's Report to the BOD and briefed the TLHA financial status as of June 6, 2007. The Board determined the report to be in order and approved the report.

b. Discussion concerning the lake contingency fund and total asset accruals was outlined by Mr. Rossi. The BOD agreed all was in order.

c. Status of Annual Assessment Payments: Total in arrears: 1 (assessment plus late fee)

4. Committee Chair Reports.

a. Activities Committee. Chair: Mrs. Kris Yancy (Absent; submitted written report)

(1) The next neighborhood activity is the Port Warwick concert series next Wednesday, June 13th. It was in the newsletter, but we are counting on word of mouth and emails to re-advertise. The music starts at 6pm, but we will be getting there at 5:45 to make sure that we have some space for those who show up at that time. Bring your picnics and blankets or chairs and come out for some good music and fun. The band is Quatro na Bossa, they play Brazilian music. ***Webmaster, please put this information (location, time and date) on the calendar on the website.***

(2) Mrs. Yancy has a meeting next week with a representative from the Sign Shop to firm up choices for 1-3 community signs for the neighborhood. The Sign Shop has been provided our requirements but wants to survey the proposed locations for the signs to be considered in the development of proposed recommendations and price quotes. Mrs. Yancy expects to email the board in a few weeks to present the options. Mr. Porter addressed the placement of the signs. He suggested a vehicle counter might be helpful in determining sign locations. Other considerations for location of the signage included a resident's ability to safely read the sign (which may require the resident to safely stop their motor vehicle if necessary) and the amount of information displayed. Placing the signs at stop signs was suggested for consideration.

(3) No after action report was received concerning Memorial Day activities.

b. Architectural Review Committee (ARC). Chair: Mrs. Christel Doucette

(1) The ARC committee received 9 requests last month to construct driveway extensions. All were approved. Most homeowners were not aware of the VDOT easement.

(2) The fence that was recently installed at 302 Heath Place was addressed. The ARC does not have an ARC request for approval on file for this project. A portion of the fence was installed with the unfinished side facing surrounding properties / rights of ways which is in violation of York County Code. Mr. Porter said he spoke to the homeowner about this problem. The homeowner said they submitted an ARC request form but could not produce a copy of the approval. Based on this knowledge, Mr. Porter drafted a letter he intends to send to the homeowner and presented the letter to the BOD for review / approval. The letter formally notifies the homeowner at 302 Heath Place of the violation, recommends options to resolve the violation, and states actions available to the BOD. The BOD reviewed the letter and recommended some changes. Mr. Porter said he would make the necessary changes and send it back out for BOD approval.

Discussion. Mr. Porter proposed adding a stipulation on the ARC request form that strongly encourages residents to coordinate new construction projects with their immediate neighbors. The BOD discussed this proposal at length. The BOD asked Ms. Doucette to write the proposed wording and present to the Board at the next meeting.

c. Grounds Maintenance. Chair: Vacant.

d. Lake Management. Interim Chair: Mr. Frank Robinson

(1) Mr. Robinson has been monitoring the services our lake maintenance contractor Virginia Lake Management (VLM) provides. Mr. Robinson stated that VLM conducted maintenance on two occasions, the 1st and 15th of May.

(2) Mr. Bob Spell, 103 Shallow Lagoon, volunteered to be the co-chairman for the Lake #1 management committee. Mr. Porter is looking for a Lake #2 co-chairman.

(3) Mr. Porter, 924 Tabb Lakes Drive, submitted a formal letter to the BOD that withdraws his request to require TLHA remove the diffuser pump from his back yard with the stipulation that the fountain in Lake #2 remain in place and fully operational. The BOD had agreed to this course of action at a previous BOD meeting.

e. Neighborhood Watch. Chair: Vacant

f. Newsletter Editor. Chair: Mrs. Shirley Flanagan.

(1) The next TLHA newsletter is scheduled to be published on July 2, 2007. The NLT dates for submission of news articles is June 18, 2007. Mrs. Flanagan encouraged committee member volunteers to submit articles.

(2) Mr. Porter reminded the BOD to send their articles to other BOD members for review. He also stated that he would re-coordinate his proposed newsletter articles with the BOD.

(3) Mr. Porter asked if anyone was going to write a newsletter article concerning ducks and geese etc. Mr. Otto volunteered to write an article. He also said his investigation concerning laws governing feeding ducks and geese revealed there were no laws on the VA books concerning this practice.

g. Stormwater Management. Chair: Mr. Lou Lafrenaye

(1) The project to enlarge the drainage pipe under Route 171 went out for bid by contractors. Notes from the County's HOA meeting indicated that the bid went out earlier but was not accepted and this is a second bid process.

(2) Mr. Ross, 101 Leslie Lane, sent an e-mail message to Mr. Porter referencing standing water and drainage problems concerning the ditch in front of his home. The homeowner is concerned with water in ditch and impact of the drainage ditch slope during hurricane situations. The standing water (a few inches) is due to the slope of VDOT owned property (ditch beside the road) and suspected use of sprinkler system in his yard. Due to height of pipe under the installed walkway, the ditch would have to be lowered in front of three other homes (103, 105, 107 Leslie Lane) to even remotely drain that portion in front of his house. Mr. Lafrenaye mentioned that our committee discuss the issues of slope repair with VDOT three or four years ago. VDOT has neither the time nor personnel to support minor modifications and will not do any work here. Mr. Lafrenaye further stated that he does not believe this will impact flooding during a

hurricane. The last flooding from Tropical Storm Ernesto on Leslie Lane was caused by Lake #2 rising above street level, not due to flow of water in the ditch.

(3) The committee pulled out more debris (cut firewood) from the mouth of the 24" outflow drainage pipe of Lake #1 prior to arrival of Tropical Depression Barron.

h. Community Emergency Response Team (CERT). Chair: Mr. Lou Lafrenaye.

(1) Ms. Betsy Krussel (Committee member) held a CPR/AED class at her home for two committee members. She recommended that we post Red Cross phone numbers in TLHA Newsletter for people to call and obtain information on future classes.

(2) The committee is in the final stage of completing an Emergency Information Welcome Packet for new homeowners in Tabb Lakes (copies were shown to TLHA Board Members). Information mostly covers hurricane preparation but also includes fire, tornado, winter weather and pandemic flu info. It also includes info on our Committee and CERT training. The information was reviewed by the York County Fire Life Safety (YCFLS). This information is also provided to the HOA members during the annual training event and at the HOA general meeting. Once review is completed by select committee members, copies will be made available by our committee members to new Tabb Lakes homeowners. Information will be submitted in the TLHA Newsletter on availability of welcome packets. The committee will also contact TL Welcoming Committee Chair to coordinate information on new homeowners.

(3) The committee is currently working on a timeline checklist of actions to take before, during and after at hurricane.

(4) The next CERT committee meeting will be held on 28 July (Saturday). The plan is to conduct a "table top" exercise to review checklist and walk through potential scenarios.

(5) Mr. Lafrenaye researched the TLHA Insurance information. The broker for the insurance is Benschoten & Carter Insurance Agency located at 645 Penniman Rd, Williamsburg, VA 23185 (phone number 757-229-0800). The broker agent is Carol Ann Brooks at the same number. Mr. Lafrenaye said he inquired who was covered. Ms. Brooks response was that under the current insurance policy, board members, committee chairs, committee members, and volunteers when performing duties relating to business of the HOA were covered. For example; if a member of the welcoming committee went into a home and accidentally broke a vase; that would be covered. Her e-mail also addressed an example citing the use of our Emergency Response committee actions and included info on workman's compensation and contractors. Mr. Lafrenaye will forward Ms. Brooks e-mail to the board members for review. Mr. Lafrenaye said he would forward any specific questions the Board had to Ms. Brooks for clarification.

i. Website Editor. Chair: Mr. Clint Flanagan.

(1) Mr. Flanagan reported no change in e-news sign-up activity.

(2) The TLHA website had 1,165 hits in May.

(3) There were three new homeowner responses to the landscaping survey.

(4) Mr. Flanagan is considering searching for a new contract for our website citing cost and technical reasons.

j. Welcome Committee. Mr. Porter announced Mrs. Sue Hoppe as the new Welcome Committee Chair. **Update as of 12 Jul 07:** Mr. Porter informed the Board that he had contacted Mrs. Hoppe and she declined the position. The position remains vacant.

5. Old Business

a. Task list from May 10, 2007, Board Meeting. Mr. Porter asked if the task lists were helpful. The BOD agreed that they were.

b. Homeowner comments on proposed landscaping regulations. Mr. Porter read the new responses to the BOD for consideration. Additionally, discussion concerning TLHA authority to enforce current regulations and the process to enact the proposed regulations was re-visited. Based on the previous BOD meeting, Mr. Porter submitted a letter to the BOD for review. The letter requests Mr. Darrell Miller, Attorney at Law, to provide an opinion concerning the validity and enforceability of additional regulations enacted by the Board in the year 2000 and the process to enact new regulations. The BOD offered significant changes to the proposed letter. Mr. Porter also requested a review of our grandfathering process. Mr. Otto stated he would revise the letter and re-send the letter to the BOD for review and discussion at the next BOD meeting.

c. Repair of Magruder Blvd Floodlights. Action: Mr. Bill Hopkins (Absent) Mr. Porter reported that the lights have been repaired and are operational.

d. Reserve Study. Action: Mr. Jim Magnotta. Mr. Magnotta informed the board that preparation of this study by hiring an outside source would be very expensive. Mr. Magnotta's recommendation to the BOD that we should prepare the study. Mr. Porter provided some background on the regulatory requirements contained in the VPOAA to conduct the study. Mr. Magnotta will work with Mr. Otto to begin developing the study and provide an update at the next BOD meeting.

e. Status of previously approved additional regulations. See paragraph 5b.

f. Street Light Power / Maintenance and Repairs / TLHA - County Responsibilities. Mr. Porter informed the Board that our decision to install alternate private street lights / located on private property resulted in the following responsibilities IAW York County Policy / York County Streetlight Program:

(1) Street Light Power: TLHA pays for the electricity to power the lights.

(2) Maintenance and Repairs: Virginia Power repairs the lights.

(3) Replacement: TLHA pays for replacement.

6. Lee Property Management (LPM) Report and BOD Decisions. Mr. Lee distributed the TLHA, LRE Covenants Compliance Program, Inspection Status Report, Inspection 2007-06-1: June 4, 2007, for review by the Board (Enclosure 2). Mr. Lee reported 17 new violations were cited. Old citations being monitored are:

Property	Violation	BOD Decision
806 Tabb Lakes Drive	broken window blind	LPM re-inspect.
212 Tiger Run	no grass, trim shrubs	Hold in abeyance until the TLHA proposed landscaping regulations are approved.
203 Bridge Wood Dr.	utility trailer in front of garage	Mr. Porter will call or visit; determine status.
303 Gardenville Dr.	house trim needs cleaning & painting	Repairs in progress. LPM re-inspect.
309 Bridge Wood Dr.	boat in driveway, window screen on roof	Screen gone. Certified letter if boat remains.
317 Bridge Wood Dr.	mold, painting, shed siding falling off (visible from the street)	Repairs in progress. LPM re-inspect.
114 Conway Ct.	painting required, gutters need repair.	Repairs in progress. LPM re-inspect.
910 Tabb Lakes Drive	mold on siding, painting required.	Repairs in progress. LPM re-inspect.

Discussion: Mr Porter asked why 317 Bridge Wood Drive wasn't cited for the mailbox that is in complete disrepair and almost falling down. Mr. Porter directed LRE to cite the homeowner and other homeowners with mailboxes that are in severe disrepair.

7. Homeowners Issues / Hearings.

a. Formal complaint of homeowner at 302 Tabb Lakes Drive. Mr. Otto reported that the complaint was dropped.

b. Unapproved/non-compliant fence at 302 Heath Place. See paragraph 4.b.(2)

8. New Business.

a. Restoring the Yard of the Month program. Mr. Porter asked the BOD for volunteers. Mr. Charles Rossi volunteered to lead this effort. Mr. Otto agreed to assist. During the course of their inspections, LPM will provide the Board with a list of the Top 3 homes they determine as candidates for the Yard of the Month. The Board will consider each candidate and select the winning home. Discussion concerning what type of recognition the Yard of the Month winner receives will be discussed at the next BOD meeting.

b. Tabb Lakes Community Signs. Tabled until the next BOD meeting.

c. Restrictions on Dish Antennas. Mr. Otto researched and distributed a copy of Article II. York County General Regulations, Sec. 24.1-271. Mr. Otto reported that the antenna restrictions contained in the regulation meet our needs.

d. Complaint concerning white plastic fencing. The BOD approved white vinyl fencing. No action necessary.

e. Getting adjacent homeowner's concurrence on ARC requests. See 4.b.(2) Discussion.

f. Parking of boats on lakefront property. The BOD agreed that all boats on trailers must be stored IAW existing TLHA covenants.

9. Open Discussion. Mr. Porter presented a motion to the Board to turn the 317 Bridge Wood delinquent assessment situation over to a collection agency with follow-on small claim court action if collection efforts fail. He further asked if LPM was capable of performing this task. LPM said they could take this action and explained the process and outlined approximate costs to the TLHA for services rendered. The Board decided that a plan of action was required, in writing. LPM agreed to e-mail the Board a proposed plan of action for consideration.

10. The Board agreed to convene the next TLHA meeting on July 12, 2007, in the Mid Atlantic 2nd floor conference room.

11. The meeting adjourned at 9:56 PM.

Respectfully submitted by: Art Johnston, Secretary

2 Enclosures

1. Meeting Agenda
2. LPM Inspection Report