



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 7:07 PM, August 9, 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  
Newsletter Editor: Mrs. Shirley Flanagan  
Lee Property Management: Mr. Charles Lee and Mr. Rob Cox

2. Review/Approve minutes of last BOD meeting. The minutes from the July 12, 2007 BOD meeting were presented to the BOD for approval. The Board approved the minutes.

3. Treasurer Report. Mr. Charles Rossi (Absent)

a. Mr. Porter distributed copies of the Tabb Lakes Treasurer's Report to the BOD and briefed the TLHA financial status as of August 4, 2007. The Board determined the report to be in order and approved the report.

b. Mr. Porter noted that TLHA will not receive further revenue until January 2008. TLHA's operational line of accounting may run at a deficit this year due to unforeseen legal and associated property management fees. To resolve this issue, TLHA will begin to identify TLHA committee accounts that are not capable of spending their remaining funds by the end of the year and move the funds back into the operational account. We may also look at seasonal maintenance contracts etc. to determine if they are required year round. Certificates of Deposit, not related to the contingency fund, may also be a source of funding to restore the account back into the black.

c. Further discussion concerned shifting our fiscal year reporting period and more detailed reporting of upcoming expenses. Mr. Porter will coordinate these efforts with Mr. Rossi and report the plan ahead at the next Board meeting.

4. Committee Chair Reports.

a. Activities Committee. Chair: Mrs. Kris Yancy. (Absent) Mrs. Yancy provided a written report that Mr. Porter briefed from at the meeting.

(1) Mr. Porter reported the results of the vehicle traffic volume survey conducted by VDOT over a 24 hour period:

- Mid Atlantic Entrance: 2120
- Bridge Wood Drive at Coventry Blvd Entrance: 1466

These two entrances accounted for 70% of the traffic entering Tabb Lakes. The results of this survey are intended to assist the Board with their decision to determine the optimal placement of TLHA Community Event signs where they can be viewed by the majority of Tabb Lakes residents.

(2) Mr. Porter will obtain accurate cost data from Mrs. Yancy for the purchase and emplacement of two Community Event signs. Mr. Porter asked the Board to look at the proposed sign locations.

b. Architectural Review Committee (ARC). Chair: Mrs. Christel Doucette (Absent; no report)

c. Grounds Maintenance. Chair: Vacant.

d. Lake Management. Co-Chairs: Mr. Frank Robinson and Mr. Bob Spell. (Both Absent)

(1) Mr. Porter provided an update concerning the Lake #1 fountain. The Board received information from Mr. Robinson that outlined two options to resolve the fountain issue raised at the last BOD meeting. Of the two options, repair or replace the fountain, the Board opted to repair the fountain after reviewing all pertinent data.

(2) Repair of the fountain will cost approximately \$600.00. It was noted that the Lake Management budget line did not have sufficient funds to cover the cost of the repair. The Board agreed to redirect funds from the following committee lines of accounting:

- Activities Committee: \$300.00
- Community Emergency Response Team (CERT): \$100.00
- Welcome Committee: \$200.00

e. Neighborhood Watch. Chair: Vacant

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

(1) The next TLHA newsletter is scheduled to be published October 1, 2007. The NLT dates for submission of news articles is September 18, 2007.

(2) The October edition of the newsletter will include pictures of the TLHA Yard of the Month winners.

g. Stormwater Management. Chair: Mr. Lou Lafrenaye (Absent) Mr. Lafrenaye provided a written report that Mr. Porter briefed from at the meeting.

(1) On July 31, Mr. Jim Heinz and Mr. Lou Lafrenaye completed checking the drainage pipes under the man holes along Bridge Wood Drive., Leslie Lane, Tabb Lakes Drive, and Gardenville Drive. Some trash was removed (plastic bags, branches, beach ball, etc.). No other issues were noted.

(2) The outflow pipe area at the end of Lake #1 is in excellent shape. The County crews must have cleaned the area recently. Everything down stream looks good.

(3) All the items on our pre-hurricane checklist are now complete for FY 07. Only actions left are to continue to check area periodically and react to any major storms.

(4) EDS staff printed up several maps of Tabb Lakes that depict easements. Mr. Lafrenaye provided copies to Jim Magnotta.

h. Community Emergency Response Committee (CERT). Chair: Mr. Lou Lafrenaye (Absent) Mr. Lafrenaye provided a written report that Mr. Porter briefed from at the meeting.

(1) On July 28, the CERT committee held an informal table top exercise to discuss courses of action under different scenarios that may occur after a hurricane. Fifteen committee members were present. Ms. Beth Alter from York County Fire and Life Safety (FLS) and Mr. Rich Luzinski from Ford's Colony neighborhood CERT program also attended to provide additional information/assistance to our group. Scenarios covered included:

- Conduct assessment of neighborhood after a hurricane
- Conduct light search and rescue (tree collapsed on home)
- Road clearing operation (clear roads to allow easy access of FLS rescue vehicles)
- Medical Emergency (Chest pains / difficulty breathing)
- Notifying neighborhood of critical emergency information (location of new shelter or food and water distribution points).

*(We only covered these five scenarios due to time limitations. Other scenarios were developed and will be addressed at later meetings)*

Each scenario included a list of courses of action that the Committee further developed. Several ideas / recommendations were raised that will require further research and action by the Committee. The Committee is currently reviewing the revised courses of action internally with the intent to review again with the FLS staff. A revised scenario and course of action list will be forwarded to the Board members for their review at a later date.

In addition, a copy of the Committee draft hurricane preparation checklist was distributed and e-mailed to all. Committee members were asked to provide comments.

At the end of the meeting, Mr. Dave Gorwitz facilitated a review of GMRS radio operations and also conducted a communications check with those personnel who brought their radios.

(2) The next CERT Committee community event is the First Aid and Fire Safety neighborhood training scheduled for Saturday, September 8, 2007. Training will be held on Adele Court from 10 to 11 AM. The Committee expects support from Fire and Life Safety (FLS) and Red Cross. Signs will be developed for entrance area similar to last year. The Committee will also develop flyers and distribute them the week before the event. The Committee will advise the board by e-mail of status of this event after discussing with the FLS staff. Mr. Porter asked that we spread the word about this important event.

(3) The new CERT Committee web page is up and running. The CERT Committee thanked Mr. Clint Flanagan, TLHA Website Editor, for getting it working.

(4) Mr. Porter wanted to know if the TLHA Website Editor, Mr. Flanagan, could e-mail the hurricane checklist to E-Community subscribers.

i. Website Editor. Chair: Mr. Clint Flanagan (Absent). Mr. Flanagan provided a written report that Mrs. Flanagan briefed from at the meeting.

(1) The TLHA website had 266 site visits during the period 15-31 July.

(2) E-Community: Total Sign-ups: 29

(3) Web Manager Activities:

- Transitioned the TLHA website to a new web service provider.
- Created 15 e-mail forwarding addresses; all TLHA officers and committee members now have a Tabb Lakes e-mail address that forwards to their personal address.
- Assisted in setting up a new CERT committee web page and created a version management process
- Web-enabled and posted June and July special meeting BOD minutes
- Updated 7 (non-CERT) web pages
- Added 4 events to the TLHA Community Calendar
- E-mailed one E-Community News update on the new CERT page and new minutes

(4) Mr. Flanagan wanted to know if a chat capability on our website would be of value to the Board. The Board decided that it would need to assess the capability. Mr. Porter said he would e-mail the Board members the time and date for us to test this

capability. Mr. Porter also asked if Mr. Flanagan could look into password protection for the chat room.

j. Welcome Committee. Vacant

5. Old Business

a. Voting on proposed new regulations (Mr. Porter). As discussed at the previous BOD meeting, the Board voted on adopting each new landscape regulation. Results of this Board decision follow:

	<b>Regulation</b>	<b>Vote (For / Against / Abstain)</b>	<b>Result (Pass / Fail)</b>
1.	Overall Landscape	5 / 0 / 0	Pass
2.	Grass	1 / 3 / 1	Fail
3.	Trees, Shrubs, Hedges	4 / 1 / 0	Pass
4.	Flowerbeds	3 / 1 / 1	Pass
5.	Landscaping Equipment	4 / 1 / 0	Pass
6.	Driveways / Parking Pads / Pathways	2 / 2 / 1	Fail
7.	Other Landscaping and Appearance Situations		
a.	Vegetable Gardens	4 / 1 / 0	Pass
b.	Basketball Goals	4 / 1 / 0	Pass
c.	Clotheslines	5 / 0 / 0	Pass
d.	Grills	5 / 0 / 0	Pass
e.	Flags	5 / 0 / 0	Pass
f.	Trash Cans and Recycle Bins	2 / 3 / 0	Fail
g.	Mail Boxes	5 / 0 / 0	Pass

The results of these decisions will be discussed at the next BOD meeting and presented at the upcoming annual TLHA meeting.

b. Repair of Lake #1 Fountain. Action: Mr. Frank Robinson. See paragraph 4.d., Lake Management Committee.

c. Reserve Study Asset Inventory. Action: Mr. Jim Magnotta & Mr. Dave Otto. The Reserve Study team reported they are cataloging TLHA assets. The completion date for this effort is a draft report for Board review NLT October 25, 2007.

d. Status of Small Claims action on 317 Bridge Wood Drive. Action: Lee Property Management (LPM). Mr. Charles Lee provided the following update:

(1) On July 11, 2007, LPM sent a certified letter to the Fukawa's (two separate addresses) outlining the situation and their responsibilities.

(2) On 3 August 2007, LPM filed a civil process action in the amount of \$1003.86. A court date has been set for October 15, 2007. Mr. Porter recommended that a Board member attend this event.

e. Tabb Lakes Announcement Signs (Kris Yancy). See paragraph 4.a., Activities Committee.

f. Tabb Lakes Traffic Counts (Gary Porter). See paragraph 4.a., Activities Committee.

g. "No Soliciting" signs (Gary Porter). Mr. Porter addressed this issue by reading the rules on posting of no soliciting signs from the Virginia Property Owners Association Act (VPOAA). The VPOAA states that a homeowner's association can only erect signs as specified in the covenants. There is no provision to post "No Soliciting" signs in our covenants. Issue closed.

6. Lee Property Management (LPM) Report and BOD Decisions. Mr. Cox distributed the TLHA, LRE Covenants Compliance Program, Inspection Status Report, Inspection 2007-08-1: August 6, 2007, for review by the Board (Enclosure 2). Mr. Cox reported 13 new violations were cited. Old citations being monitored are:

<b>Property</b>	<b>Violation</b>	<b>BOD Decision</b>
806 Tabb Lakes Drive	broken window blind, mail / newspaper box needs maintenance	Mr. Porter to visit and speak to the homeowner again.
212 Tiger Run	no grass, trim shrubs	Hold in abeyance until the TLHA proposed landscaping regulations are approved.
203 Bridge Wood Dr.	utility trailer on paver blocks	Issue certified letter this month if no ARC permit on file.
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.
103 Elise Place	trim needs painting	The Board granted the homeowner until August 31, 2007 to complete the necessary repairs.
100 Richard Run	garage door needs painting	Issue certified letter if no change this month.
122 Tiger Paw Path	garage door needs painting	Board members to look at property and report next BOD meeting.
204 Tiger Run	mold, gutter falling off	Certified letter this month. Invite to hearing at next BOD meeting.

Mr. Lee asked if the Board had considered a grandfather termination date. Mr. Porter asked the Board to give this suggestion some thought and be prepared to discuss at the next BOD meeting with intent to present at the TLHA Annual meeting.

7. Homeowners Issues / Hearings. None

8. New Business.

a. Yard of the Month program award coupons. Mrs. Sharon Keplesky volunteered to contact other local landscaping establishments to sponsor complimentary coupons to reward the TLHA Yard of the Month winners. Mrs. Keplesky will provide results of her search at the next BOD meeting.

b. Tabb Lakes Annual Meeting preparation. The Annual Homeowner's meeting is scheduled for 7 PM, October 25, 2007, at the Tabb Library, 100 Long Green Blvd, Yorktown VA (off Magruder Blvd). The BOD will hold its normal monthly meeting on October 11, also at the Library.

c. Mr. Porter reminded the BOD that his position and Mrs. Keplesky's office terms are expiring and that a Board Election Committee must be formed. This issue will be discussed further at the next BOD meeting.

d. Bench Repair. Mr. Porter reported that the bench located on Bridge Wood Drive (between the two lakes) was in need of repair. Mr. Porter volunteered to research costs associated with either repair or replacement of the bench for the purpose of comparison and provide this information to the BOD via e-mail to determine what action to take in order to resolve this issue.

10. The Board agreed to convene the next TLHA meeting on September 6, 2007, in the Mid Atlantic, 2nd floor conference room.

11. The meeting adjourned at 9:45 PM.

Respectfully submitted by: Art Johnston, Secretary

2 Enclosures

1. Meeting Agenda
2. LPM Inspection Report