



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

1. Mr. Otto convened the Tabb Lakes Homes Association Board of Directors meeting at 7:00 PM, February 14, 2008, in the Tabb Library, 100 Long Green Blvd, Yorktown, VA. Personnel in attendance were:

President: Mr. Dave Otto
Vice President: Mr. Jim Magnotta
Secretary: Mr. Art Johnston
Member-At-Large & Architectural Review Committee: Mrs. Christel Doucette
Member-At-Large: Mr. Ellis Sharadin
Treasurer: Mr. Charles Rossi
Lake Maintenance Committee: Lake#2: Dan & Sylvia Harrington
News Letter Editor: Mrs. Shirley Flanagan
Web Site Manager: Mr. Clint Flanagan
Welcome Committee: Mrs. Donna Clifton
Lee Property Management: Mr. Charles Lee & Ms. Carol Miller

2. Review and approve the minutes from the January 10, 2008 Board of Director's Meeting. The Board approved the minutes.

3. Homeowner Issues: None

4. Treasurer's 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 February 9, 2008. After review and discussion, the Board approved the report.

b. Discussion.

(1) Mr. Rossi advised that he deposited \$22K from annual assessments into the TLHA account.

(2) Annual Assessment Status: 404 residents have paid their assessments to date. 42 letters of lateness have been mailed out.

(3) Mr. Rossi advised the BOD that he expended funds to pay for the Grounds and Lake Maintenance contracts, and he delivered the 2007 tax documents to the CPA to prepare state and federal income tax reports.

5. Committee Reports.

a. Activities Committee. Vacant

b. Architectural Review. Chairperson: Mrs. Christel Doucette. Mrs. Doucette advised the BOD that she received and approved the following ARC requests:

- 303 Heath Place: above ground pool
- 118 Gardenville Drive: driveway extension

c. Grounds Maintenance. Chairperson: Mr. David Batdorf. (Absent, no report submitted).

d. Helps Committee. Chairperson: Mr. Gary Porter (Absent, no report submitted).

(1) Mr. Otto instructed the Secretary to ensure the BOD minutes reflect Mr. Porter's resignation as Chairperson for the Helps Committee.

(2) Mr. Otto also asked the BOD if there is a need for a Helps Committee. After some discussion, the BOD agreed there is a need for a Helps Committee; however, the mission, roles, responsibilities and rules of engagement must be fully presented to and approved by the BOD. Mr. Otto advised that we should advertise the Helps Committee chairperson vacancy in the next iteration of the TLHA newsletter and contact the existing Helps Committee members to determine if anyone is interested in assuming the position.

e. Lake Management. Lake #1 Co-Chair: Mr. Bob Spell (Absent) & Lake #2 Co-Chair: Mr. Dan and Mrs. Sylvia Harrington.

(1) Mr. Harrington provided the following report concerning the Virginia Lake Management (VLM) maintenance contract activities for the month of January 08:

- 8 January - Service to inspect lakes and aquatic weeds. No signs of algae or aquatic weed problems.

- 24 January - Service to inspect lakes for algae and aquatic weeds. No problems found. Lakes are looking good.

(2) Mr. Otto distributed copies of the Lake Maintenance contract and asked the BOD to review and comment on any modifications that might be required and to be prepared to discuss at the next BOD meeting.

(3) Mr. Otto distributed copies of the report concerning repair of one of the aeration compressors. After some discussion concerning who should have responsibility to commit funds for repair of the lake aeration system (diffusers / fountains), the BOD agreed that the need to repair this equipment, if and when the need arises, must be brought to the attention of the BOD for approval prior to committing funds.

f. Neighborhood Watch. Chairperson: Mrs. Bonnie Kersta. (Absent, no report submitted) Mr. Otto wants to re-energize this committee and cited excerpts from a York County crime statistics report that indicated approximately fifty incidents of various types of crime were committed in Tabb Lakes last year.

g. Newsletter Editor. Chairperson: Mrs. Shirley Flanagan.

(1) Mrs. Flanagan advised the Board that the deadline for the submission of newsletter articles is March 17, 2008 with newsletter mail out occurring on or about March 31, 2008.

(2) Mrs. Flanagan suggested this issue of the newsletter announce the winner(s) of the Christmas 2007 "Best Decorated Home" competition. She also suggested an article that provides updated information concerning the Helps Committee article that was published in the last newsletter and resulting BOD decisions.

(3) Mr. Otto recommended other articles such as announcing that a Covenants Review Committee was standing up, the CERT Spring event, an update concerning modified citation standards (more time to get the work accomplished etc.), Springtime home project reminders concerning a resident's responsibility to notify the Architectural Review Committee of any new home modification projects, the date for the Annual Garage Sale, the need for committee volunteers and more.

h. Stormwater Management. Chairperson: Mr. Lou Lafrenaye. (Absent, no new information to report)

i. CERT. Chairperson: Mr. Lou Lafrenaye. (Absent, report submitted) Mr. Lafrenaye advised that he held a committee meeting on February 7, 2008. General membership is now 35. One member (Mr. Tony Soares) has started the latest Community Emergency Response Team (CERT) class conducted by the York County Fire and Life Safety Department. The class graduates on March 29th. The total number of CERT trained personnel will rise to 16 with the graduation of Mr. Soares. The committee discussed topics the next neighborhood safety presentation and decided to re-do a presentation that was presented three years ago on how to prevent kitchen fires, proper use of fire extinguishers and maintenance of smoke detectors. The committee also plans to bring back the safety house (trailer), a Red Cross display, ambulance and have information available concerning hurricane preparation. York County representatives attended the committee meeting and promised to support this event. The committee expects to execute this event during the month of September 2008, around the same time as last year.

j. Website Editor. Chairperson: Mr. Clint Flanagan

(1) Mr. Flanagan advised the BOD on the following TLHA website statistics:

- Site statistics:
 - Total site visits: 3672
 - Total pages viewed: 1197

- Most popular pages
 - Minutes: 294 views
 - Documents: 284 views
 - CERT - 175 views
 - Board - 146 views
 - Committees - 124 views
 - Newsletter: 101 views

E-Community: 24 views

- E-Community:
Total Sign-ups: 53
E-News and Digital Newsletter: 39
E-News only: 14

- Web Manager Activities:
Updated CERT page
Added November and December 2007 BOD minutes
Updated Calendar of Events
Updated Site Index page as new content was added

(2) Mr. Otto asked Mr. Flanagan to add the date for the next BOD meeting (March 13, 2008) to the website scroller.

k. Welcome Committee. Chairperson: Mrs. Donna Clifton. Mrs. Clifton advised the BOD that in order to be able to welcome new residents to the neighborhood, it was imperative to have this information made available to her. The BOD advised that a single source for this information was not available and recommended the following resources: newspaper, York County, LPM disclosure packet distribution

l. Covenant Review Committee. Chairperson: Mr. Dave Otto. Nothing to report. However, Mrs. Doucette said she would research other subdivision covenants to determine ideas for updating / new proposals for our covenant's review.

- Mr. Otto asked that a copy of the current list of new committee volunteers be attached to these minutes (see enclosure 3). Mr. Otto said he would also contact the inactive committees and determine status.

6. Old Business.

a. Non-compliant fences. Three properties were recorded during first inspection as having split rail fences extending past the front of the houses. These properties are: 511 and 512 Bridge Wood Drive and 102 Shallow Lagoon. The BOD decided that 102 Shallow Lagoon could come off the list; however, letters would be sent to the property owners at 511 and 512 Bridge Wood Drive asking them to conform with existing fencing covenant that states, "13. Yard enclosures. No fence shall be erected, placed or permitted to remain on any lot nearer to any street than the front of the residential structure built thereon".

b. 400 Bridge Wood Drive. Mr. Otto to visit with homeowner and report back next BOD meeting.

7. Lee Property Management (LPM) Report and BOD Decisions.

a. Mr. Lee distributed the TLHA, LRE Covenants Compliance Program, Inspection Status Report, Inspection 2008-02-1: February 4, 2008, for review by the Board (Enclosure 2). Mr. Lee reported 26 new violations. Old citations being monitored are:

Property	Violation	BOD Decision
806 Tabb Lakes Drive	mold on siding; grass & weeds in beds need trimming; broken window blind in front window	Issue homeowner a fine letter (\$10 per day) beginning Feb 5, 2008.
100 Richard Run	garage door needs painting	BOD received a letter from owner committing to correct Feb 28. BOD granted extension. LPM to re-inspect after 28 Feb.
400 Bridge Wood Drive	fence LHS broken	Mr. Otto to visit w/homeowner and report back at next meeting.
109 Elise Place	mold on LHS gable	60 Day extension from the date of violation (Dec 6, 2007). Re-inspect. Issue Cert letter if no change during March follow-up inspection.
301 Bridge Wood Drive	mold on siding; broken gable vent	Work in progress. Mr. Otto to visit w/homeowner and report back at next meeting.
119 Tiger Paw Path	roof vent broken, gable trim peeling	LPM to re-inspect. BOD agreed to look at the repair of the roof vent and report back at next BOD mtg.
201 Richard Run	whole house trim needs painting	LPM to re-inspect. Issue certified letter if not corrected.
506 Bridge Wood Drive	broken gable vents; RHS & LHS	Re-inspect after 60 days from citation date.
103 Cub Court	mail/paper box mildew: needs cleaning & repair	Re-inspect after 60 days from citation date.
315 Gardenville Drive	mold on siding: LHS gable	Re-inspect after 60 days from citation date.
113 Leslie Lane	mold on siding LHS	Re-inspect after 60 days from citation date.
115 Leslie Lane	mold on siding LHS	Re-inspect after 60 days from citation date.
506 Tabb Lakes Drive	large speedboat on trailer at side of house	Owner contacted Mr. Dave Otto. Boat trailer is under repair. Boat to be move by March 1, 2008.

b. Mr. Lee introduced Ms. Carol Miller as the new primary LPM point of contact for TLHA business with LPM.

8. New Business.

a. CD deposit from December meeting. Mr. Otto advised Mr. Rossi to leave the \$10K from the maturing CD in the checking account.

b. 501C3 status for Helps Committee. The BOD decided Helps Committee pursuit of 501(c) (3), Tax Exempt Status, was not in the best interest of the TLHA. This issue is closed.

c. Crime statistics for the neighborhood. Mrs. Christel Doucette volunteered to write an article in the next newsletter on crime statistics for our area using the York County crime statistics report.

d. Citation extension request, 124 Gardenville Drive. Extension granted.

9. Set the next two meetings date/time/location. The Board agreed to convene the next TLHA BOD meetings:

- March 13, 2008, 7:00 - 9:00 PM, Tabb Library, 100 Long Green Blvd, Yorktown, VA.
- April 17, 2008, 7:00 - 9:00 PM, New Horizons Regional Education Center, 520 Butler Farm Road, Hampton, VA.

10. The meeting adjourned at 8:40 PM.

Respectfully submitted by: Art Johnston, Secretary

2 Enclosures

1. Meeting Agenda
2. LPM Inspection Report
3. New Committee Volunteer List