



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

Board of Director's Monthly Meeting Minutes July 21, 2020

1. **Call to Order**: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:08 pm. The meeting was held via Zoom in accordance with Amendment 28 to the House Bills 29 and 30 during the State of Emergency due to the coronavirus pandemic.

Personnel in attendance:

Keith Ebert: President
Ellis Sharadin: Vice President
Ron Maddox: Member-at-Large
Samuel Ray: Member-at-Large
Ruhana Saif: Member-at-Large
Charlie Rossi: Secretary/Treasurer
Lou Lafrenaye: Stormwater/CERT Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Shirley Flanagan: Newsletter Editor
Clint Flanagan: Website Coordinator
Angela Hurst: Beautification Coordinator
Neal VanHouten: Neighborhood Watch Coordinator
John Noble: Lakes Coordinator

There were 3 homeowners in attendance, representing 3 different properties.

2. **Approval of Previous Minutes**: Mr. Ebert made a motion, which was seconded and unanimously approved, to approve the minutes from the BOD meeting held June 15, 2020.

3. **Home Owner Forum**: There were no comments from the homeowners.

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan emailed her report that the next newsletter deadline will be August 24. The date of the AGM will need to be in this issue. Several topics for articles were discussed.
- b) **Website Editor**: Mr. Flanagan emailed his report that he performed the usual website maintenance, conducted updates on Association databases, and emailed the meeting notice about the Board meeting to homeowners.

APPROVED MINUTES



- c) Beautification Committee: Ms. Hurst emailed the June Yard of the Month winners were Jeff and Tracy Payne of 936 Tabb Lakes Dr. She also reported several improvements the committee would like to make to the landscaping at the Mid-Atlantic Place entrance.
- d) Lakes Management: No coordinator present; no report given.
- e) Storm Water: Mr. Lafrenaye provided an update on a meeting with a second contractor about possible future dredging projects.
- f) CERT: Mr. Lafrenaye reported August 7-9 is the Virginia Sales Tax Holiday for hurricane preparation items and school supplies.
- g) Welcoming Committee: Mr. Ebert reported he has welcomed three (3) new residents since the last Board meeting.
- h) Neighborhood Watch: Mr. VanHouten emailed information to the Board provided by the York County Sheriff's Office regarding reporting procedures for several items of recent neighborhood concern. Information will be provided to homeowners in the next newsletter.
- i) Grounds Maintenance: Ms. Knaub reported no new developments.
- j) Architectural Review (ARC): Ms. Knaub reported there have been five (5) ARC requests approved since the last Board meeting.
- 110 Jonathan Junc.—6' privacy fence
 - 502 Tabb Lakes Dr. – 4' aluminum fence
 - 221 Tiger Run – Change shutters and door to navy blue
 - 103 Elise Place – 16' x 12' shed
 - 909 Tabb Lakes Dr. – Redo driveway and pave driveway apron
- k) Covenants Compliance: The Board discussed several covenants compliance issues in Executive Session at the end of the meeting.
- While inspections will continue on their normal schedule, reasonable extensions to deadlines are being given for homeowners who request them due to the coronavirus pandemic.
5. **Treasurer's Report**: Mr. Rossi presented the latest Treasurer's Report and answered questions from the Board. 99% of all annual assessments have been paid. Mr. Rossi will make the annual contribution to the Reserve Fund of \$22,300 (\$50 per household).
6. **Old Business**
- Fishing Pier: The Board discussed next steps in investigating possible designs and locations for a fishing pier to be built on Lake 1.



- Open Items From Previous Meetings: There were no open items.

7. **New Business:**

- Stormwater Ditches: Mr. Sharadin presented photographs of numerous stormwater ditches and driveway culvert areas in the neighborhood that have become partially filled in or blocked over the years due to erosion or vegetation growth. The ditches are on homeowners' properties but are part of VDOT's stormwater drainage system. A request has been submitted to VDOT for an on-site evaluation.
- HOA Communication: The Board confirmed that the TLHA website and quarterly newsletter are the Association's official channels of communication with homeowners and residents. Efforts will be made to solicit email addresses from homeowners and residents who are not currently on the Association's email list so that it may be utilized more frequently as an additional means to quickly disseminate important TLHA information.
- Lakeside Vegetation and Tree Growth: Mr. Sharadin presented photographs of numerous areas around the Association's lakes where trees and other large vegetation are overhanging the water. These plants drop leaves and branches directly into the lake and are believed to contribute to sediment buildup which has an adverse effect on the lake's function as a stormwater drainage facility. An article will be placed in the next newsletter to educate homeowners about the need for their cooperation in shoreline maintenance.

8. **Date Confirmation:** The next regular Board meeting is scheduled for Tuesday, August 18, 2020 at 7:00. The meeting will most likely be held via Zoom.

9. **Executive Session:** At 8:43 pm a motion was made, seconded and unanimously approved to move into executive session for the purpose of discussing numerous properties with outstanding covenants compliance violations. Upon exiting the executive session, the Board approved the following actions in open session:

- The plans submitted by several homeowners for bringing their properties into compliance were approved.
- Additional letters will be sent to the remaining homeowners.

10. **Adjournment:** Mr. Ebert adjourned the meeting at 9:00 pm.

Submitted by Victory Community Management, Inc.