



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes
September 15, 2020**

1. **Call to Order**: Mr. Sharadin convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:07 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:

Ellis Sharadin: Vice President
Samuel Ray: Member-at-Large
Ruhana Saif: Member-at-Large
Lou Lafrenaye: Stormwater/CERT Coordinator
Shirley Flanagan: Newsletter Editor
Clint Flanagan: Website Coordinator
Charlie Rossi: Secretary/Treasurer
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Keith Ebert: President
Ron Maddox: Member-at-Large
Angela Hurst: Beautification Coordinator
Neal VanHouten: Neighborhood Watch Coordinator
John Noble: Lakes Coordinator

Homeowners Present: There were two homeowners present.

Covenants Compliance Board Hearing Executive Session: A motion was made, seconded, and unanimously approved to move into Executive Session for the specific purpose of considering outstanding violations of the Association's declaration, rules and regulations at one neighborhood property. The property owner attended the Board Hearing.

Board Hearing Results: Upon exiting the Executive Session a motion was made, seconded, and unanimously approved to send a letter confirming the Board Hearing Action Decision as follows:

The Board accepted the homeowner's proposed plan to bring the property into compliance by the end of October.

2. **Approval of Previous Minutes**: Mr. Sharadin made a motion, which was seconded and unanimously approved, to approve the minutes from the BOD meeting held August 18, 2020.

3. **Home Owner Forum**: No comments from homeowners.

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported the printer she uses is no longer printing and mailing newsletters. The cost of printing and mailing over 200 newsletters by other printers was discussed. Mr. Sharadin made a motion, which was seconded and unanimously approved, that the AGM notice mailed to homeowners in a few weeks will serve as printed notice of the end of hardcopy newsletters. The newsletter will be available exclusively in electronic format from now

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on unless homeowners specifically request a hardcopy be delivered to them. These hardcopies will be reserved for residents who do not have the technology available to them to view the electronic copy.

- b) Website Editor: Mr. Flanagan reported that he performed the usual website maintenance and emailed homeowners about the upcoming Board meeting.
 - c) Beautification Committee: Ms. Hurst emailed her report that the September Yard of the Month winner was the Moran's at 802 Tabb Lakes Dr. Mums will be planted at the Route 134 entrance and a plant that was overgrown at the Route 17 entrance has been trimmed by the adjacent commercial property association. Ms. Christensen has stepped down from the committee and new volunteers are being sought out.
 - d) Lakes Management: No coordinator present; no report given.
 - e) Storm Water: Mr. Lafrenaye reported the outflow pipes at Lake 1 seem to be in good condition. He provided several updates on the condition of the trail and shoreline along Lake 1.
 - f) CERT: Mr. Lafrenaye reported he has the new Virginia Hurricane Evacuation Guides and will provide some to Mr. Ebert to be placed in Welcome Packets.
 - g) Welcoming Committee: Mr. Ebert emailed he has welcomed seven (7) new residents since the last Board meeting.
 - h) Neighborhood Watch: No coordinator present; no report given.
 - i) Grounds Maintenance: Ms. Knaub reported a request has been placed with VDOT to repair a washed-out area near the bench at Lake 1.
 - j) Architectural Review (ARC): Ms. Knaub reported there has been one (1) ARC request approved since the last Board meeting.
 - 300 Monty Manor—Deck around above-ground pool
 - k) Covenants Compliance: Ms. Knaub reported on the latest Covenants Compliance inspection. The report will be emailed to board members once it is complete.
 - 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. Two assessments remain unpaid.
- Draft FY 2020-21 Budget: The board reviewed a draft budget for FY 2020-21 and made several revisions.
6. Old Business
- Possible Fishing Pier: Mr. Ray presented a proposed design for a fishing pier to possibly be built on Lake 1. Due to the economic effects of the coronavirus pandemic, prices for materials are very high right now. Further action on the pier will be delayed until economic conditions stabilize.



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- Stormwater Ditches: Victory Community Management was asked to identify properties where front stormwater ditches are significantly overgrown, or culvert pipes are blocked by dirt and debris during their regular drive-through inspections. Letters sent to these homeowners will include information about maintaining the stormwater drainage system and how to request assistance from VDOT to have culvert pipes cleaned out.
 - HOA Communication: This item was tabled until the next meeting.
 - Lakeside Vegetation and Tree Growth: This item was tabled until the next meeting.
 - Possible Dredging Project: Mr. Lafrenaye presented a quote obtained for possible dredging projects on Lake 1 and Lake 2.
 - AGM Planning: Due to the continued Covid-19 pandemic, there will not be an in-person membership meeting held this year. Instead, a mailing will go out to all homeowners with Association updates and a URL they can use to access the Board's AGM slide presentation. Homeowners will be encouraged to attend the November board meeting, to be held via Zoom, if they have any comments or questions for the board about the proposed budget or other Association matters, or if they would like to volunteer. The current board members have agreed to remain in their positions for now to provide continuity through the end of the pandemic.
 - Open Items From Previous Meetings: The Board reviewed the Open Items.
7. **New Business**:
- Neighborhood Sign Rule: The board confirmed that homes displaying political signs during the election cycle would not be cited through the covenants compliance program.
 - Geese: Mr. Lafrenaye gave an update on options that will be available in the spring to help mitigate the nuisance of the geese in the neighborhood.
8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, October 20, 2020 at 7:00. The meeting will be held via Zoom.
9. **Adjournment**: Mr. Sharadin adjourned the meeting at 8:50 pm.

Submitted by Victory Community Management, Inc.

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