



Tabb Lakes Homes Association

P.O. Box 8088, Yorktown, VA 23693

**Board of Director's Monthly Meeting Minutes  
October 20, 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  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Shirley Flanagan: Newsletter Editor  
Clint Flanagan: Website Coordinator  
Charlie Rossi: Secretary/Treasurer  
Angela Hurst: Beautification Coordinator  
Neal VanHouten: Neighborhood Watch Coordinator  
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent: None

Homeowners Present: There were two homeowners present.

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 September 15, 2020.

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

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported the next newsletter deadline is November 23. The newsletter will continue to accept paid advertisements; Ms. Flanagan will inform advertisers that the newsletter is published in electronic format only.
- b) **Website Editor**: Mr. Flanagan reported he performed the usual website maintenance and emailed homeowners about the upcoming Board meeting.
- c) **Beautification Committee**: Ms. Hurst reported the Yard of the Month program is over for the year. She will submit information about the Holiday Decorations contest for the next edition of the newsletter.
- d) **Lakes Management**: Mr. Noble emailed his report that the compressors on both lakes have been replaced and all equipment is currently operational. Mr. Noble also tendered his resignation as the Lakes Coordinator. The Board thanks Mr. Noble for his years of work coordinating the management of both lakes. Ms. Knaub will serve as the point of contact for Solitude Lake Management until a new volunteer is found.

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- e) Storm Water: Mr. Lafrenaye reported no new developments.
  - f) CERT: Mr. Lafrenaye reported he provided information about National Preparedness Month via the neighborhood email list.
  - g) Welcoming Committee: Mr. Ebert reported he has welcomed one (1) new resident since the last Board meeting.
  - h) Neighborhood Watch: Mr. VanHouten reported on a program through the Sheriff's Office to share exterior camera footage with them to aid in investigations. Crime reports for this year, to date, are down compared to this same period last year.
  - i) Grounds Maintenance: Ms. Knaub reported the irrigation system program at the 134 entrance has been turned back and should be turned off next month by the contractor. She also reported on the status of a VDOT work request to repair the eroded area behind the Lake 1 bench.
  - j) Architectural Review (ARC): Ms. Knaub reported there have been three (3) ARC requests approved since the last Board meeting.
    - 104 Richard Run—Expand driveway next to garage to facilitate parking of camper in compliance with the covenants
    - 127 Leslie Lane—Replace driveway and add additional space next to garage
    - 513 Bridge Wood Dr.—Install white vinyl privacy fence
  - k) Covenants Compliance: Ms. Knaub reported on the latest Covenants Compliance inspection.
    - 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. The proposed budget will be provided to homeowners on the Annual Update slide presentation.

## 6. **Old Business**

- Stormwater Ditches: Mr. Ebert reported he spoke to the VDOT Residency Administrator and confirmed that the roadside ditches along Tiger Paw Path will be regraded.
- HOA Communication: Mr. Flanagan reported 448 homeowners and residents are currently on the neighborhood email list.
- Lakeside Vegetation and Tree Growth: This item was tabled for a future meeting.
- Possible Dredging Project: Mr. Lafrenaye provided an update on research about possible dredging projects on Lake 1 and Lake 2.
- AGM Planning: The board reviewed the draft of the mailing to be sent to homeowners and the slide presentation that will substitute as the AGM for this year due to the continued coronavirus restrictions.

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- **Fishing Pier:** An alternative to the proposed fishing pier/deck was made. The idea will be discussed at a future meeting.
- **Open Items From Previous Meetings:** The Board reviewed the Open Items.

7. **New Business:**

- **Contribution to the Community:** Mr. Maddox made a motion, which was seconded and approved, to make a \$250 contribution to the Sheriff's Department's Morale and Welfare program. These funds are normally used to support the Neighborhood Block Party; due to the Covid-19 pandemic that event was not held this year.

8. **Date Confirmation:** The next regular Board meeting is scheduled for Tuesday, November 17, 2020 at 7:00. The meeting will be held via Zoom.

9. **Adjournment:** Mr. Ebert adjourned the meeting at 8:51pm.

Submitted by Victory Community Management, Inc.