



Board of Director's Monthly Meeting

November 15, 2022

1. **Call to Order**: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:00 pm. The meeting was held at the Poquoson Public Library.

Personnel in attendance:

Keith Ebert: President
Ellis Sharadin: Vice-President
Samuel Ray: Member-At-Large
Jennifer Kurr: Member-At-Large
Robert Cook: Member-At-Large (via Zoom)
Charles Rossi: Secretary/Treasurer
Jeffrey Payne: Lake 2 Coordinator
Shirley Flanagan: Newsletter Editor (via Zoom)
Angela Hurst: Beautification Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Clint Flanagan: Web Services Coordinator
Lou Lafrenaye: Stormwater/CERT Coordinator

Homeowners Present: One homeowner attended the meeting in person and three attended via Zoom.

2. **Homeowner Forum**: Mr. Jim Cochran, who attended the meeting in person, expressed his desire to join the Board of Directors. Mr. Brian Forbes, who attended via Zoom, confirmed his interest in coordinating Neighborhood Watch.

3. **Approval of Previous Minutes**: Mr. Ebert made a motion which was seconded and unanimously approved, to approve the minutes from the board meeting held October 18, 2022.

4. **Committee Reports**:

- a) **Newsletter Editor**: Ms. Flanagan reported the next newsletter submission deadline is Monday, November 21. Topics for articles were discussed.
- b) **Web Services Coordinator**: Ms. Flanagan reported for Mr. Flanagan that there were no new developments. Ms. Knaub provided instructions for accessing the TLHA email addresses.
- c) **Beautification Committee**: Ms. Hurst reported the committee is working to obtain some new holiday decorations for the entrances.
- d) **Lakes Management**: Mr. Payne reported he continues inspecting the shoreline and picking up trash/debris from the water. Ms. Knaub reported the Lake 2 fountain was recently unclogged of leaves. The Lake 1 lights will be checked the next time the Solitude technician is on-site.
- e) **Storm Water**: Mr. Lafrenaye emailed his report on a recent meeting with a member of York County staff and a contractor to tour areas in the neighborhood frequently affected by stormwater issues. He and Ms. Knaub also met with a contractor to discuss the possible repair of the berm near the Lake 1 outflow pipes.

APPROVED MINUTES



- f) CERT: Mr. Lafrenaye reported no new developments.
- g) Welcoming Committee: Mr. Ebert reported he welcomed three (3) new residents to the neighborhood since the last meeting.
- h) Neighborhood Watch: The board appointed Brian Forbes to be the Neighborhood Watch Coordinator.
- i) Grounds Maintenance: Ms. Knaub reported the irrigation system will be winterized this month. The board approved an offer from a homeowner to do some trimming of small brush and saplings along the Lake 1 trail and shoreline. The work will be done on a strictly voluntary basis and the homeowner relieves TLHA of any responsibility should an injury occur in the course of doing the work.
- j) Architectural Review (ARC): Ms. Knaub reported there have been three (3) ARC requests approved since the last board meeting:
 - 101 Leslie Lane – replace deck, add a patio and widen backyard sidewalk
 - 909 Tabb Lakes Dr. – widen driveway and add a concrete patio in the backyard
 - 100 Elise Place – replace 6’ wooden fence
- k) Covenants Compliance: The summary report from the latest covenants compliance inspection was emailed to the board. The normal inspection schedule has ended for the year. Regular inspections will resume in February. Ms. Knaub has coordinated a neighborhood discount for siding, trim and gutter cleaning and will submit the contact information for publication in the newsletter.

5. **Treasurer’s Report**: Mr. Rossi presented the Treasurer’s Report for October and answered questions from the board. Mr. Ebert made a motion, which was seconded and unanimously approved to adopt the FY2022-23 budget as presented at the AGM.

6. **Old Business**

- Request for Zoning Exception by Sims Metal Management: Mr. Ebert reported the York County Board of Supervisors was scheduled to vote on the request for a special exception by Sims Metal Management at their meeting being held at the same time as the TLHA board meeting.

Follow up: The York County Board of Supervisors did approve the Special Exception to the Zoning Ordinance which allows Sims to expand their business onto an adjacent property. As a condition of the approval, Sims is required to maintain a noise buffer constructed of shipping containers on the east end of the property. The containers should serve to reduce noise related to the metal recycling operations that can be heard in Tabb Lakes.

- Shoreline Maintenance: Mr. Ebert made a motion, which was seconded and unanimously approved to adopt Policy Resolution 2022-11: Shoreline Maintenance Regulations. Homeowners of lakeside properties will have until November 1, 2023 to bring their property into compliance with the new regulations.
- Neighborhood Signage: Ms. Knaub provided an update on progress with obtaining an easement to install a neighborhood sign on the York County property located at the corner of Coventry Blvd. and Bridge Wood Dr.



- Open Items from Previous Meetings: The Board reviewed the Open Items.
7. **New Business**:
- Report from York County HOA Meeting: Mr. Ebert reported on information provided at the most recent York County HOA Meeting.
 - Appointment of New Board Members: Mr. Ray made a motion, which was seconded and unanimously approved to re-appoint Keith Ebert and to appoint Jim Cochran to the Board of Directors. They will each serve a two-year term.
 - Election of Association Officers: Mr. Cook made a motion, which was seconded and unanimously approved to appoint Keith Ebert to the office of President, Jennifer Kurr to the office of Vice-President, and Charles Rossi to the offices of Secretary and Treasurer. The appointments became effective immediately and will continue for a period of one year.
8. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, January 17, 2023 at 7:00 at the Poquoson Library. There will be no December Board meeting unless urgent business requires a meeting to be held.
9. **Adjournment**: Mr. Ebert adjourned the meeting at 8:19 pm.

Submitted by Victory Community Management, Inc.