



## **Board of Director's Monthly Meeting**

**May 16, 2023**

**1. Call to Order:** Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:02pm. The meeting was held at the Poquoson Public Library.

Personnel in attendance:

Keith Ebert: President  
Jennifer Kurr: Vice-President  
Robert Cook: Member-At-Large  
Charles Rossi: Secretary/Treasurer  
Angela Hurst: Beautification Coordinator/Victory Community Management  
Tim Burke: Lake 1 Coordinator  
Lou Lafrenaye: Stormwater/CERT Coordinator  
Brian Forbes: Neighborhood Watch Coordinator  
Clint Flanagan: Web Services Coordinator  
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Jeffrey Payne: Lake 2 Coordinator  
Jim Cochran: Member-At-Large  
Mary Van Houten: Member-At-Large  
Shirley Flanagan: Newsletter Editor

Homeowners Present: There was one homeowner present at the meeting.

**2. Homeowner Forum:** Homeowner expressed concern about the upcoming document rewrite. A discussion was held and homeowner was encouraged to participate in the review and rewrite.

**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 April 18, 2023.

### **4. Committee Reports:**

- a) Newsletter Editor: Mr. Flanagan reported that Mrs. Flanagan completed and disbursed the newsletter as scheduled.
- b) Web Services Coordinator: Mr. Flanagan reported that he has continued to monitor the Tabb Lakes website and routine maintenance had been performed. He performed a few quality control checks and corrected any known typos. A backup of files was completed.
- c) Beautification Committee: Ms. Hurst reported that the May Yard of the Month award was given to 515 Bridge Wood Dr.
- d) Lakes Management: Ms. Hurst reported the fountain in Lake 2 is still being evaluated for repair. Mr. Payne and Mr. Burke both reported on recent removal of debris from the shoreline and inflow areas. York County will be requested to clean the areas at the ends of inflow pipes located at the south end of Lake 1. Mr. Lafrenaye suggested the metal compressor boxes be cleaned annually.



- e) Storm Water: Mr. Lafrenaye reported the shrubs that were hanging out over Lake 1 have been removed.
- f) CERT: Mr. Lafrenaye reported that it is Hurricane Preparation Week. He also noted that the Surry Power Plant emergency operational plan exercises are scheduled for July.
- g) Welcoming Committee: Mr. Ebert reported he welcomed three (3) new residents to the neighborhood since the last meeting.
- h) Neighborhood Watch: Mr. Forbes reported that one volunteer stepped up to help him on the committee. He reported viewing a crime stat website that showed a low crime rate within the Tabb Lakes area.
- i) Grounds Maintenance: Ms. Hurst reported reflector stakes have been placed along Mid-Atlantic Place. Mr. Ebert made a motion, which was seconded and unanimously approved, to approve the quote from Hanson Tree Care to prune the Bradford Pear trees along Mid-Atlantic Place.
- j) Architectural Review (ARC): Ms. Knaub reported there have been three (3) ARC requests approved since the last board meeting:
  - 140 Leslie Ln. – replace wooden 4’ fence with 6’ white vinyl fence
  - 140 Leslie Ln. –10’x12’ shed, will be the 2<sup>nd</sup> shed on the property at least for now
  - 122 Gardenville Dr. – install cream siding & white trim
- k) Covenants Compliance: Ms. Knaub reported the summary report from the latest inspection has been sent to Board members. An executive session will be held at the end of the meeting.

5. **Treasurer’s Report**: Mr. Rossi presented the Treasurer’s Report for April. He reported 96% of annual assessment payments have been collected.

## 6. **Old Business**

- Neighborhood Signage: Ms. Knaub reported that she is working on obtaining a license agreement from the York Co. engineering department. The license agreement will be submitted with the formal sign permit request to the Department of Development Services.
- Reserve Study: Mr. Ebert made a motion, which was seconded and unanimously approved, to approve the quote from DMA Reserves in the amount of \$2950 to perform a professional Reserve Study for Tabb Lakes.
- Governing Documents Revision: Ms. Knaub distributed hardcopies of the draft documents and provided a brief overview. Mr. Ebert made a motion, which was seconded and unanimously approved, to create a Governing Documents Committee made up of homeowners and board members as well as to appoint Ms. Kurr to be the Committee Chair.
- Sims Property Update: Mr. Ebert reported he sent a letter, written by Mr. Lafrenaye, to Tim Cross and Sheila Noll requesting to meet to discuss the potential effects on Tabb Lakes residents by Sims Metal’s recent purchase of additional land on Rt 17. Mr. Lafrenaye will follow up to request a meeting with Mrs. Noll to discuss the concerns.
- Open Items from Previous Meetings: The Board reviewed the Open Items.



7. **New Business**: There was no new business.
8. **Executive Session**: A motion was made, seconded and unanimously approved to move into an executive session at 8:30 pm for the purpose of discussing several properties with ongoing covenants compliance issues. At 8:43pm a motion was made, seconded and unanimously approved to move back into regular session. There were no matters that required a vote in open session.
9. **Date Confirmation**: The next regular Board meeting is scheduled for Tuesday, June 20, 2023 at 7:00 pm at the Poquoson Library.
10. **Adjournment**: Mr. Ebert adjourned the meeting at 8:44.

Submitted by Victory Community Management, Inc.