

Tabb Lakes Homes Association
P.O. Box 8088 Yorktown, VA 23693
Board of Director's Monthly Meeting May 21, 2024

1. Call to Order: Mr. Ebert convened the Tabb Lakes Homes Association monthly Board of Directors (BOD) meeting at 7:03 pm. The meeting was held in the Coventry Elementary School library.

Personnel in attendance:

Keith Ebert: President
Mary Van Houten: Member-At-Large
Tim Burke: Member-At-Large/Lake 1 Coordinator
Dane Royal: Member-At-Large
Charles Rossi: Secretary/Treasurer
Clint Flanagan: Web Services Coordinator
Lou Lafrenaye: Stormwater/NEPC Coordinator
Angela Hurst: Beautification Coordinator
Sarah Knaub: Association Manager, Victory Community Management

Personnel absent:

Jennifer Kurr: Vice-President
Jeffrey Payne: Lake 2 Coordinator
Shirley Flanagan: Newsletter Editor

Homeowners Present: There were no additional homeowners present at the meeting.

2. Open Forum: No questions asked, no comments made.

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 on April 16, 2024.

4. Committee Reports:

a) Newsletter Editor: Mr. Flanagan reported for Ms. Flanagan that there are no new developments

b) Web Services Coordinator: Mr. Flanagan reported he has performed the standard routine maintenance on the website.

c) Beautification Committee: Ms. Hurst emailed her report that the May Yard of the Month was awarded to 108 Jonathan Junction.

d) Lakes Management: Mr. Burke and Ms. Knaub reported on the status of the lake equipment. The Lake 2 fountain was recently damaged due to turtles that had gotten stuck in the debris screen. Mr. Burke reported he has seen residents catch large-mouthed bass in the lakes, which is an indication that the lake ecosystem is healthy.

e) Storm Water: Mr. Lafrenaye reported he met with the York County BMP inspector who was pleased with the way the association has maintained the stormwater system over the years. He will be providing a formal report. Mr. Lafrenaye and Mr. Ebert also met with the YC Stormwater Supervisor for an update on the engineering study completed in preparation for a possible Capital Improvement Project involving the association's stormwater outflow system.

f) NEPC: Mr. Lafrenaye reported on a recent York County CERT class exercise at which he and several other graduates of the program provided assistance.

g)) Architectural Review (ARC): Ms. Knaub reported there have been three (3) ARC requests approved since the last board meeting:

- 410 Bridge Wood Dr.: Replacing 6' fence
- 408 Bridge Wood Dr.: 6' fence on front sides to connect w/neighbors' fence
- 518 Bridge Wood Dr.: Deck built around above-ground pool

h) Covenants Compliance: Ms. Knaub reported on the most recent covenants compliance inspection.

i) Welcoming Committee: Mr. Ebert reported that he welcomed two (2) new residents to the neighborhood since the last meeting.

j) Neighborhood Watch: Yousuf Mohammed has volunteered to chair the Neighborhood Watch Committee.

k) Grounds Maintenance: Ms. Knaub reported Dominion has updated the billing information to include all but four of the current LED Watch Lights in the neighborhood. She will continue monitoring the bills.

5. Treasurer's Report: Mr. Rossi presented the Treasurer's Report for April and answered questions from the board. 96% of the 2024 assessments have been received. A third late notice will be mailed soon. Mr. Rossi also reported the \$22,300 annual contribution to the Replacement Reserve account has been made.

6. Old Business

• Neighborhood Signage: Ms. Knaub reported on the status of installing neighborhood signs at the Bridge Wood Dr. and Hilda Hollow entrances.

• VDOT Update: Ms. Knaub was asked to obtain an update on the ditch regrading project from the VDOT superintendent.

• Open Items from Previous Meetings: The Board reviewed the Open Items.

- Governing Documents Revision: Ms. Knaub reported she has received substantial input from one of the members of the Governing Documents Committee. She will review the information and then will schedule a meeting with the committee.
- Potential Online Payment System: The board requested Ms. Knaub provide an estimate for the cost of providing the 2025 assessment letters if no change to the current payment collection system were made.

7. New Business:

• Neighborhood Watch Committee Duties & Responsibilities: Mr. Ebert presented a draft document that outlines the duties and responsibilities of the Neighborhood Watch Committee. The board made a few revisions. A revised draft will be sent out for review prior to the next meeting.

8. Date Confirmation: The next regular Board meeting is scheduled for Tuesday, June 18, 2024, at 7:00 pm at the Coventry Elementary School library.

9. Adjournment: Mr. Ebert made a motion, which was seconded and unanimously approved to adjourn the meeting at 8:06 pm.

Submitted by Victory Community Management, Inc.
P.O. Box 8088 Yorktown, VA 23693

Tabb Lakes Homes Association

The 2024 Board Meetings are as follows:

Tuesday, January 16 7:00 @ CES Tuesday, July 16 7:00 @ CES Tuesday, February 20 7:00 @ CES Tuesday, August 20 7:00 @ CES Tuesday, March 19 7:00 @ CES* Tuesday, September 17 7:00 @ CES Tuesday, April 16 7:00 @ CES Tuesday, October 15 7:00 @ CES Tuesday, May 21 7:00 @ CES Tuesday, November 19 7:00 @ CES Tuesday, June 18 7:00 @ CES **Tuesday, December 17 **Typically canceled due to the holidays unless urgent business requires meeting.

Open Action Items:**Keith Ebert**• Make revisions to the NW document and send out for review prior to next board meeting **Jennifer Kurr**• Send membership info for gov docs committee to Sarah **Mary Van Houten****Charlie Rossi**• Bring the casting net back from the storage unit and give it to Lou **Lou Lafreneye**

Tim Burke• Build the new Lake 1 compressor box **Clint Flanagan****Shirley Flanagan**• Make a note that in the February newsletter next year there should be a rain date for the yard sale and information about what the system is going to be for using it **Angela Hurst****Sarah Knaub**• Schedule next gov docs committee meeting after getting membership list from Jen Get ditch update from VDOT Sent out electronic copy of the quote for assessment collection services and provide estimate for providing 2025 assessment letters using the current system that is in place Follow up with Solitude about lake equipment repairs Review gov doc input from Phil Hess Meet with The Sign shop on-site to confirm sign locations

Board MemberKeith Ebert Mary Van Houten Dane Royal (repl. Jim Cochran) Jennifer Kurr Tim Burke

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Beginning of TermNovember 1, 2022 November 1, 2023 November 1, 2022 November 1, 2023 November 1, 2023

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End of TermOctober 31, 2024 October 31, 2025 October 31, 2024 October 31, 2025 October 31, 2025

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