



Tabb Lakes Homes Association  
P.O. Box 8088  
Yorktown, VA, 23693

1. The Tabb Lakes Homes Association Board of Directors (BOD) held a special meeting on 28 June, 2006 at the home of Jim Magnotta, 112 Richard Run. The meeting began at 7:06pm. Present were Board Members Jim Magnotta, Gary Porter, Charles Rossi and Art Johnston. Arriving at 7:30 were Charles Lee and Rob Cox of Lee Property Management (LPM).
2. Purpose of the meeting was to discuss the Covenant Compliance Program and ensure LPM had correct instructions concerning which infractions would be given notices on the "15-Day inspection" and to ensure the BOD understood the next sequence of events in the program.
3. Some time prior to Saturday, 1 July, LPM will conduct the "15-Day Follow-up Inspection" called for in the contract. During this inspection LPM will visit each home previously noted as in violation in the initial General Inspection to determine whether the infraction previously noted still exists, except that homes where the only infractions were: Mailbox Infractions, Garbage Can Infractions, or Fence Height or Construction Material infractions (excluding two homes with completely metal fences) will not be re-inspected or given notices of these infractions. During this Follow-up Inspection, LPM will annotate a Notice Sheet with the specific provision of the Covenants, Bylaws or Regulations that is being violated and add explanatory remarks that make clear the specifics of the violation. These notices (the original on colored paper) will be carbon-copied and the copy retained by LPM. The original notice will be placed in a conspicuous location in the front door or on the front porch of the house. After this Follow-up Inspection is complete LPM will forward to each member of the BOD a new copy of the Inspection Spreadsheet annotated to show which homes received notices and for which infractions.
4. LPM personnel will attend the TLHA BOD meeting scheduled for 13 July.
5. Approximately 15 July LPM will conduct the next General Inspection of the entire community. Homes still in violation from the first General Inspection will be mailed Letters of Violation. Homes found in violation for the first time will be added to the list for the next Follow-up Inspection.
6. The BOD unanimously agreed to task LPM to mail a letter to the community explaining the results of the first General Inspection and how the BOD was going to be handling the various types of infractions noted (i.e. that the BOD would temporarily suspend notices of unenclosed garbage cans, mailboxes needing maintenance and fence violations (except for the two all-wire fences). The cost of this mailing would be \$200 plus \$0.45 per letter. Gary Porter is working on the draft of this letter and, once the language is agreed to by the BOD, will email the letter to LPM for duplication and mailing. Gary will also email LPM a current copy of the Homeowner Database.
7. LPM was provided a more columnized form of their Infraction Spreadsheet and asked to consider this format for the future since it provides an easier way to sort by or exclude certain types of infractions. LPM was asked to continue noting homes for sale on the spreadsheet. The BOD discussed grandfathered items and how to handle them. LPM will include on violations notices (when appropriate) information about whether a particular violation was grandfathered. As required by Virginia law, LPM will include in Disclosure Packets information pertaining to Covenants violations on that property. The meeting concluded with a discussion general covenants compliance topics with no further decisions made. The meeting adjourned at 8:15 p.m.

Respectfully submitted by Gary Porter