



**Tunbridge Station Civic League
Community Meeting Agenda
July 22, 2025
7pm to 8pm**



Board Members Present: Rob Mulvihill, Mark Simmons, & Kelly Martinec

Board Members Absent: Kelly Severns

Meeting Called to Order: 7:05pm

I. Welcome

II. Minutes – July 2025 (attached) – approved – ~~yes~~ or no – Doug 1st and James 2nd.

III. President's Report:

- **Chesapeake City Resource Officer:** Officer Robert Duvall –
 - Advised of uptick of trespassers on the railroad track.
 - Discussed increased speeding on Back Road
 - Detour 7/23/25 – 8/3/25.
- **Chesapeake Sheriff's Officer:** TBD – Deputy Brackett, Deputy Lopez, and Sheriff Rosado
 - Deputy Bush is assigned to our Civic League but was unable to attend tonight's meeting.
 - Offers beautification of neighborhoods with inmates work crews under Public Works and Public Utilities
 - Contact PW and PU regarding stormwater issues, overgrown trees, trash on public property.
 - Work crews are folks working off fines and fees, training to re-enter into the workforce earning Stihl mechanic licenses and women crews are earning Horticulture Degrees.
 - Discussed trees in island issues.
 - Bulk trash pickup on Back Road was requested. Deputy Lopez will come out to identify project scope to see how they can help.
 - Sheriff's Dept puts on a Seniors Expo - Sept 9-10 two-day event – FREE – must obtain tickets – 60 vendors that cater to senior needs. This has been an event going 35 years strong.

IV. Treasurer Report:

- Financial report:
 - Checking balance: \$2,257.79
 - Includes uncleared checks for lawn service, reimbursement to Social Media Chair, and Venmo transfer)
 - Savings balance: \$5.00
 - Atlantic Union Account is officially closed.
 - Now with ABNB bank
 - Memberships and Donations how to pay:
 - Checks to the TSCL P.O. Box
 - Checks / Cash - hand delivered to a Board Member's home or they can come to you.
 - Events / Membership Drives
 - Zelle
 - VENMO

2025 Membership – Fiscal year started September 1, 2024

- Moving forward, the fiscal year will start October 1, 2025
 - **Membership status:** 75 homes at 29.88% participation



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V. Committee Reports –

- Events / Social Media Committee – Catherine
 - Check the website for calendar of events: [Events | Tunbridge Station CL](#) or use the TSCL Website QR Code above.
 - Upcoming events:
 - 9/27/2025 Membership Drive
 - 10/11/2025 Community Yard Sale
 - 10/25/2025 Fall Festival & Halloween Parade
 - Welcome gifts will be brought to new neighbors on Downing Drive, Marble Arch & the corner of Downing & Kensington
- Garden Committee – Pam Eaton / Chris Woodward
 - Pam is stepping aside for a bit for personal reasons and Chris is filling in through this period. When Pam is ready, she will join back in with Chris.
 - The Civic League received three (3) quotes to address irrigation issues with the sprinkler system to repair adding risers to heads, valves not working in zone 3 – not getting enough pressure, 42 heads need extenders to 6-inch risers, zone 2 no longer works.
 - New Horizons was the previous irrigation system, and the current irrigation system servicer is Daniel's Irrigation.
 - Bay Area Irrigation (\$2,103), C Gildersleve Water & Land Service LLC (\$1,426), and Conserva Irrigation of Hampton Roads (\$11,382.10).
 - Gildersleeve Water & Landscape (lowest bidder) will start work tomorrow, July 23, 2025.

Don Spears – DPS Lawn – is on medical leave for knee replacement and Moto Lawn (Wilson boys) will be taking care of the island and pump house in the meantime.

VI. Announcements:

- Newsletters switch to quarterly instead of Spring and Fall
- Create a business magnet to hand out with the newsletter with QR code of TSCL website and contact details.

VII. Old/New Business:

Always looking for volunteers to help in any capacity. We would appreciate getting a full board. Anyone interested please inquire.

Meeting Adjourned: 8:10pm - Doug 1st and Mark 2nd



**Tunbridge Station Civic League
Community Meeting Agenda
April 22, 2025
7pm to 8pm**

Board Members Present: Rob Mulvihill, Mark Simmons and Kelly Martinec

Board Members Absent:

Meeting Called to Order: 7pm – 11 attendees

I. Welcome

II. Minutes – January 2025 (attached) – approved – yes or no – 1st Mark and 2nd James

- **Resource Officer:** Chesapeake Police - Master Patrol Officer Robert (Bobby) Duval – could not attend due to prior commitment

III. President's Report

- Irrigation System –
 - We have had numerous valves and heads replaced this past Fall. All zones are working except for Zone 4. As this system is quite old, this will be an ongoing effort to keep things maintained and working properly for the beautification of our front entrance.
 - The irrigation system will be brought back on line first week of May.
 - We will also be working with Tri-City in the next month to get the mulch replenished in the front and back beds as well as the planting of new flowers.

IV. Treasurer Report:

- **Financial report:** all bills are paid to date
 - General fund (checking) balance: \$1,230.28 ABNB / \$1,011.00 Atlantic Credit Union
 - Emergency fund (savings) balance: \$330.00 Atlantic Credit Union
 - All funds will be transferred to ABNB within the next 30 days.

2025 Membership – 23% participation; 58 of 239 homes participating

V. Committee Reports –

- Events and Hospitality Committee – Catherine Savings - will not be present this evening
 - April 26 – Community Yard Sale
 - May 3-4 – Membership Drive
 - May 11 – Mother's Day
 - May 18 – Meet the Neighbors Community Event – 2-5pm – bounce house / games / food / 505/50 raffle
- Garden Committee – Pam Eaton
 - Looking for volunteers to assist her
 - Open to kids to volunteer for community service helping with weeding.
 - Fall flowers installation
- Social Media Committee – Amiee - nothing new to report – not present

VI. Announcements: President

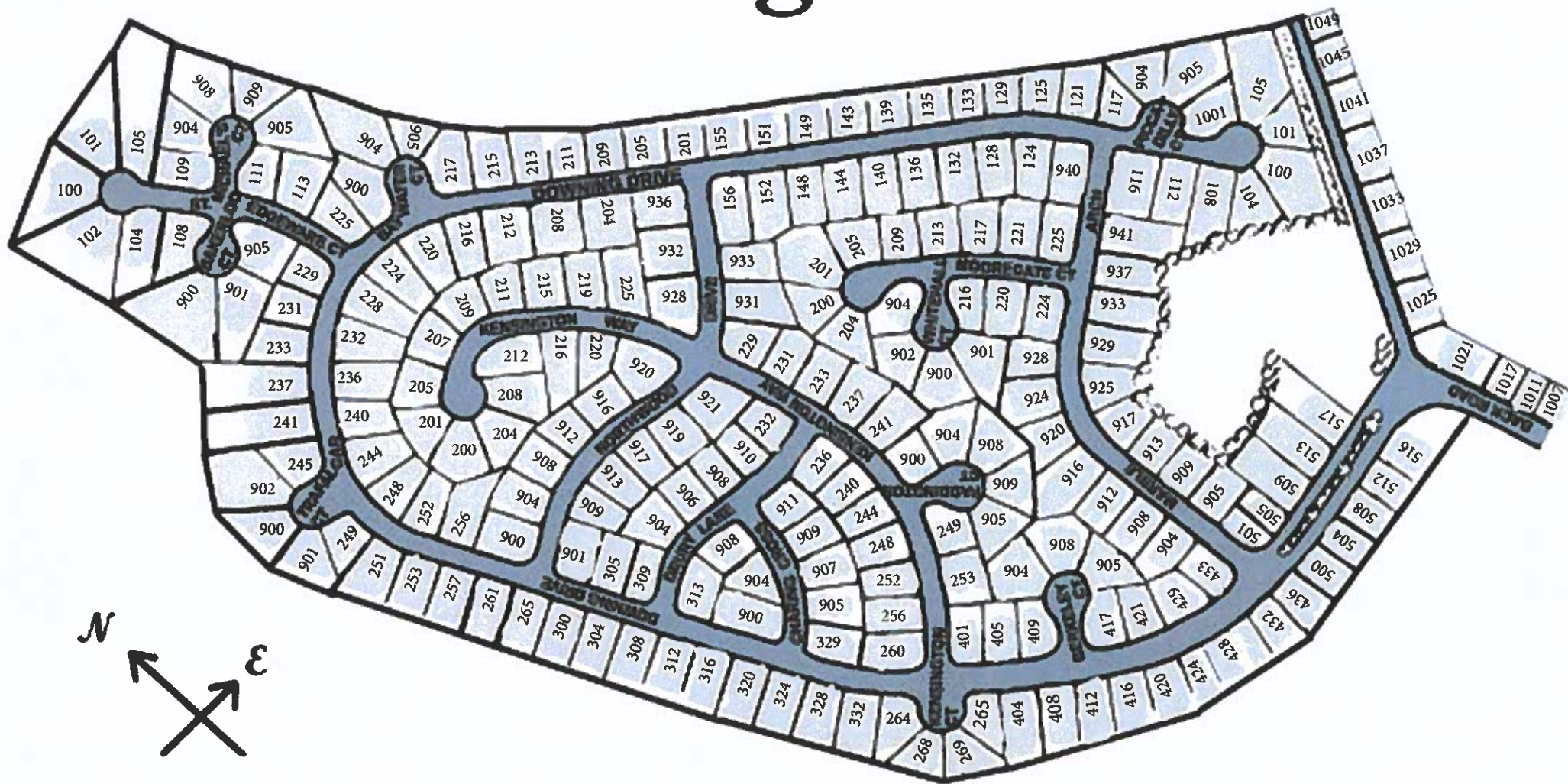
- **Positions open: 2nd Vice President and Secretary**
 - Per the Bylaws, to be considered for a position a resident must do the following:
 - Must be a due paying resident of Tunbridge Station.
 - Send an email to the Civic League Gmail expressing what position they would like to be considered for on the ballot.
 - Must have attended a minimum of one (1) membership meeting within the current calendar year prior to seeking office for that year.

Since the agenda was light we held a round robin type meeting - open discussion.

- It was discussed that residents may be more apt to pay at a membership drive. If we had a credit card option, our treasurer mentioned we currently have Venmo, checks, cash, the option to drop off at a board members home or put a check in the mail to the PO Box. With moving from Atlantic union to ABNB we now have Zelle as well.
- Comments made that the residents like the idea of having a table specifically for membership at events and to make sure we have a sign at that table stating membership and/or 50-50 raffle.
- There was an open discussion regarding the traffic flow on back road and speeding with all the work being done on Mount Pleasant, City of Chesapeake has been notified and continues with improvements to Mount Pleasant Road.
- Briefing on the status of these sprinkler system was provided by President, noting we are getting estimates to get the system fully back online. That line item will be discussed further at the upcoming meeting once estimates are provided.

Meeting Adjourned: 7:58pm

Tunbridge Station



TSCL Front Entrance & Pump House – updated 7.22.2025

Zone 1

- **Location:** Front entrance side of island. Position on side of island coming into the neighborhood. It runs from the brick signage going into the neighborhood.
- **Status:** does not work

Zone 5

- **Location:** Front entrance exit side of island. Position on side of island leaving the neighborhood. It runs from brick signage to the front of the island coming into the neighborhood.
- **Status:** leak at head due to head broken. Solenoid needs to be evaluated.

Zone 4

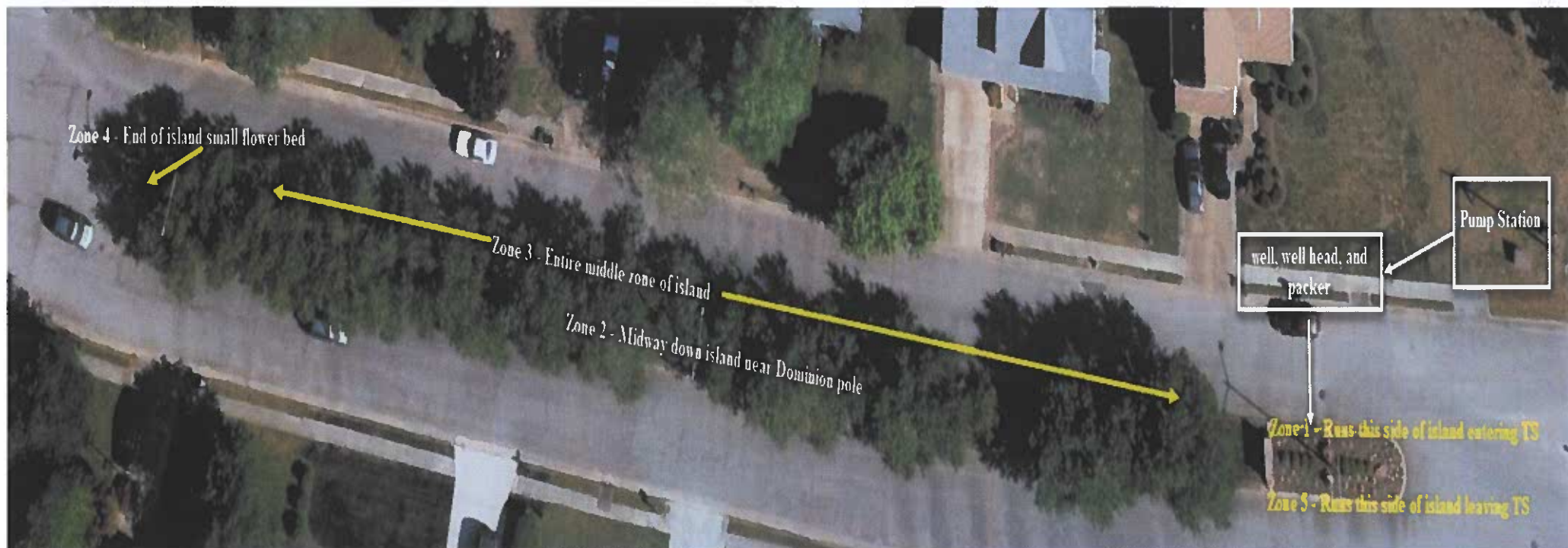
- **Location:** End of island small flower bed. Midway down island near Dominion Pole. Position on side of island leaving the neighborhood.
- **Status:** Not working at all. Very old valve looks like it came from Home Depot very cheap. Solenoid needs to be evaluated.

Zone 2

- **Location:** Midway down island near Dominion Pole. Position on side of island coming into the neighborhood.
- **Status:** disconnected

Zone 3

- **Location:** Entire middle zone of the island.
- **Status:** working fine.



Treasurer's Report



Jul-25

Checking Account - May 2025- July 2025

DATE	DESCRIPTION	DEBIT (-)	CREDIT (+)	BAL
5/1/2025	Starting Balance			\$1,330.00
5/2/2025	Deposit		\$ 100.00	\$1,430.00
5/15/2025	Don Spears- Lawn Care	\$ 100.00		\$1,330.00
5/21/2025	Deposit- Membership Drive		\$ 220.00	\$1,550.00
5/20/2025	Venmo - Membership Drive		\$ 200.00	\$1,750.00
5/22/2025	Venmo - Daniels Irrigation	\$ 150.00		\$1,600.00
5/31/2025	Bank Balance			\$1,600.00
5/31/2025	No variances - ties to bank balance			\$1,600.00
6/1/2025	Starting Balance			\$1,600.00
6/1/2025	K&D Rounds -Spring Flowers	\$ 192.00		\$1,408.00
6/1/2025	Don Spears- Lawn Care	\$ 100.00		\$1,308.00
6/9/2025	Dominion Energy	\$ 17.06		\$1,290.94
6/20/2025	Virginia SCC	\$ 25.00		\$1,265.94
7/2/2025	Bank Balance			\$1,265.94
7/2/2025	No variances - ties to bank balance			\$1,265.94
7/2/2025	Starting Balance			\$1,265.94
7/11/2025	Dominion Energy	\$ 39.00		\$1,226.94
7/11/2025	Don Spears- Lawn Care	\$ 100.00		\$1,126.94
7/11/2025	Cat Svingos Reimbursement for Spring Event	\$ 55.12		\$1,071.82
7/18/2025	Deposit-900 Northwood Drive		\$ 50.00	\$1,121.72
7/18/2025	Deposit- Proceeds from Atlantic Union Bank closure		\$ 485.97	\$1,607.79
7/21/2025	Deposit- 2025 (5) memberships		\$ 250.00	\$1,857.79
7/21/2025	Deposit- 2026 (1) Membership		\$ 50.00	\$1,907.79
7/23/2025	Venmo - Cashout - 2025 (7) memberships		\$ 350.00	\$2,257.79
	Ending Balance			\$2,257.79

Not valid information

Savings Account - Quarterly Statement as of 12.31.2023

DATE	DESCRIPTION	DEBIT (-)	CREDIT (+)	BAL
10/1/2023	Starting Balance			\$ 295.13
10/31/2023	Interest Earned		\$ 0.03	\$ 295.16
10/31/2023	SC Balance Requirement Fee	\$ 5.00		\$ 290.16
11/30/2023	Interest Earned		\$ 0.02	\$ 290.18
11/30/2023	SC Balance Requirement Fee	\$ 5.00		\$ 285.18
12/14/2023	Refund Balance Requirement Fee (customer transferred from checking to bring balance to 300.00)		\$ 5.00	\$ 290.18
12/29/2023	Interest Earned		\$ 0.02	\$ 290.20
12/29/2023	SC Balance Requirement Fee	\$ 5.00		\$ 285.20



744 Shillelagh Road | Chesapeake, Virginia 23323
(757) 548-0822 | bayareairrigation@gmail.com

RECIPIENT:

TUNBRIDGE STATION ENTRANCE WAY

132 Downing Drive
CORNER OF BACK RD & DOWNING DRIVE
Chesapeake, Virginia 23322

Quote #192

Sent on

Jun 20, 2025

Total

\$0.00

Product/Service	Description	Qty.
Description	To replace 42 heads and add check valves.	
	Estimate: \$2,103	
Repair work disclosure	Cost estimates are subject to change. Any repairs performed beyond the outlined scope of work will incur additional charges. The final cost of the job will be based on the labor and materials used to complete the project.	

Total

\$0.00

All material is guaranteed to be as specified and completed in a workmanlike manner. Bay Area is not responsible for private utility lines not marked by homeowner.

In the event of default, any balance owed will become immediately due and payable. If the defaulted amount is referred to collection or legal action is taken, I "the client" agree to pay court costs, reasonable attorney fees, and other cost of collection.

Signature: _____ Date: _____



C Gildersleeve Water & Land Services LLC

711 Falcon Avenue | Suite B1 | Chesapeake, Virginia 23324
7575871611 | office@cildersleeveewater.com | www.cildersleeveewater.com

RECIPIENT:

Tunbridge Station

Back Road & Downing Road
Chesapeake, Virginia 23322

Quote #7437

Sent on Jul 02, 2025

Total \$1,426.00

Product/Service	Description	Qty.	Unit Price	Total
Irrigation Repairs	Perform the following irrigation repairs to include the following: - Replace (5) heads around flower areas at the island tips with Rainbird 12" fix spray heads with included check valve to prevent drainage of zone when off (Re-use existing Hunter MP Rotator nozzles on new heads). - Replace up to (36) heads in turf areas with Rainbird 6" fix spray head with included check valve to prevent drainage of zone when off (Re-use existing Hunter MP Rotator nozzles on new heads). - Install riser adapters on existing heads where needed to get proper height. Straighten heads where needed. - Check all head adjustments and controller programming.	1	\$1,426.00	\$1,426.00
Warranty - 1 year parts and labor	Warranty: 1 year parts and labor on all new materials. Covers manufacturer's defects and workmanship. Does not cover misuse, damage by others, flooding lightning, electrical surges or acts of God.	1	\$0.00	\$0.00*
Payment Terms - Due Upon Completion	Payment: Payment due upon completion. There will be a charge of \$25.00 minimum or 1.8% of the total balance late fee (whichever is greater) for any invoice not paid within 15 days of the due date. Late fees will accrue every month until balance is paid in full. Any invoice not paid within 90 days will void any warranty.	1	\$0.00	\$0.00

* Non-taxable

Total **\$1,426.00**

This quote is valid for 30 days from issue date. After 30 days values may be subject to change and a new estimate submitted.

Payment Terms: There may be a required deposit to start with balance due upon completion. Please note: Thank you for your business. Please contact us with any questions regarding this quote. All "Service Work" warranties are 1 year parts and labor on any new materials unless otherwise noted.



C Gildersleeve Water & Land Services LLC

711 Falcon Avenue | Suite B1 | Chesapeake, Virginia 23324

7575871611 | office@cildersleeveewater.com | www.cgildersleeveewater.com

Jul 08, 2025

Date

Client Signature

EXPIRED PROPOSAL

Conserva Irrigation of Hampton Roads
10855 Fancher Rd
Westerville, OH 43082
(757) 819-4191



hamptonroads@conservairrigation.com

<https://hamptonroads.conservairrigation.com/>

Billing/Service Address

Tunbridge Station
POC - Bob Mulaihill
Back Road & Downing Drive
Chesapeake, VA 23322
(757) 650-1384 (Mobile)
tscivicleague@gmail.com

Date	June 12, 2025
Total	\$11,382.10

This proposal expired on 6/26/2025

NOTES

Replace rain sensor Replace pressure gauge Z1- replace 1 12in, replace 13 spray with 6in z2- not working customer didn't want to pursue Z3 move and replace 1 12in, replace 13 spray with 6in and mps Z4- replace 14 sprays with 6in and mps Z5- low pressure, trace and replace valve to check outlet pressure. Diagnose low pressure. Replace 13 sprays with 6in sprays Z6- zone 5 comes on when running z6. Trace and replace valve and install node

Item	Description	Qty	Rate	Amount
Commercial Service Call	Includes first 15 minutes on site.	1	0.00	\$129.00
Wireless Rain Sensor	Wireless Rain Sensor	1	281.75	\$281.75

Fluid Filled Pressure Gauge	Install New Stainless Steel 0-100psi Fluid Filled Gauge	1	86.25	\$86.2
12" Rotor Installed w/ Check Valve	12" Rotor Installed w/ Check Valve	1	126.50	\$126.5
Move and replace 12" Spray w/Nozzle up to 10'	Move and replace 12" Spray w/Nozzle up to 10'	1	224.25	\$224.2
6" spray installed w/nozzle	6" spray installed w/nozzle	66	92.00	\$6,072.0
Matched Precipitation Rotary Nozzle Installed	Matched Precipitation Rotary Nozzle Installed	66	33.35	\$2,201.1
1 1/2" PEB VALVE	1 1/2" PEB VALVE	2	546.25	\$1,092.5
Diagnostic Fee	Initial Diagnostic Fee - Includes up to 30 minutes in labor.	4	143.75	\$575.0
Greenlee Wire Locator	Greenlee Wire Locator tool	1	143.75	\$143.7
Miscellaneous	hunter 4 station node bt	1	450.00	\$450.0
			Subtotal	\$11,382.1
			Tax	\$0.0
			Total	\$11,382.1