

Longleaf Community Association, Inc.
2nd Quarter Board Meeting
Saturday, June 26 2021 10AM
Longleaf Greenspace

Prior to the meeting a directed proxy was presented by Leslie Hudson, LCA President, to the Secretary, Pamela Pendergrass for board member Sonny Horton.

Leslie Hudson, LCA President, called the meeting to order at 10:02 a.m. Also present were board members Tom Shaver, Ken Haas and Pamela Pendergrass. Additional residents present were Tom McCann, Mike Hurst, Mabry Collins, Patricia Collins, Lynn Shaver, Tom Horton, Peggy Elder, Gail Shoop, Terry Upton, Christine Haas, Demetria Hendrix, Don Whiddon, Glenda Darley, Jan Pylant, Judy Jenks, Clark Gillett, Dean Boyer, Margaret Kee, George Comer, Patty Longgear, Martha Sue Blythe, Bill Griffin, Bill Lipe, Barbara Lipe, Barbara Krywicki, Kari Dix, Jr., Lisa Pound, Van Baker, Nancy Baker, Steve Shuman, Pat Shuman, Leo Berard, John Christian, Peggy Christian, Michael Pirkle, Jodi Pirkle, Ken McCreless, Mary Busbee, Howard Busbee and Keith Pendergrass.

NEW NEIGHBORS

New neighbors, Dean Boyer and Bill Griffin were recognized and welcomed.

SPECIAL GUEST

Special guest Dr. Bethany Harris of Callaway Gardens Volunteer Program, was introduced. She presented volunteer opportunities with a handout for informational purposes. She stated there are currently 230 volunteers that worked a total of 11,456 hours last year. She also stated it would be impossible to do her work without these dedicated volunteers.

RECOGNITION

Leslie Hudson recognized our "Garden Angels" co-leaders Martha Sue Blythe and Glenda Darley with praise for a job well done.

Leslie Hudson also recognized Pat Shuman for her work on the Longleaf directory, Richard Young for his work on the Longleaf website and Dwight Johnson for his work on the community Facebook page.

Approval of Minutes

Pamela Pendergrass, Secretary, was called upon for approval of minutes. Pamela made a motion to dismiss the reading of the minutes of the 3-6-2021 annual homeowners association meeting as they had been sent to homeowners and were approved by the Board of Directors. This was seconded by Tom Shaver, Vice President. Pamela also made a motion to dismiss the reading of

the minutes of the Special Called Meeting of April 23rd , as they had been sent to homeowners. Ken Haas, Treasurer, asked to add an additional statement to be attached to the minutes. This was agreed upon and the minutes were approved by all officers and the statement was attached.

CAPITAL RESERVE ANALYSIS UPDATE-IPS SUBCOMMITTEE

Tom McCann explained that the IPS subcommittee that was working on the new capital reserve analysis was using a cash flow method and reaching out 15 years. He further explained that they were collecting costs for Longleaf assets at current prices and projecting the rate of inflation over the 15 year period to come to a conclusion on estimated replacement costs over 15 years. The cost of roads was their main concern as there are many moving pieces involved including product which contained rising costs and labor as well. The IPS committee is seeing this as a tool for the future and suggests the review and updating yearly by this sub-committee to make certain the costs are contained within the parameters they had estimated. He felt we were not over funded in the Capital Reserve nor were we underfunded but pretty much on target at this time.

POOL-STREET SIGNS-SEAL COATING

Terry Upton, Chairman of the IPS committee, provided highlights. The pool opening of April 30th, seemed to be seamless and ground cover for the playground was completed. Terry mentioned 3 street signs were under, or soon to be under repair with a local vendor working with him. The vendor is behind and things were moving slower than Terry liked.

Terry mentioned it was imperative for homeowners to watch their email beginning July 13th, which is the projected start date for seal coating. That date could change and he will keep us updated. There are 5 work days involved and all homeowners and vendors will be notified of the work starting and how to proceed. The question was asked how long the roads would need to dry and Terry responded 24 hours. The roads that are newly sealed will be blocked for the 24 hour drying time. We were also told there will be two days when the egress for our front exit will need to go through the construction gate which will be open for our exit. Ken Haas, treasurer, stated that the product to be used was changed from Coal Tar to Asphalt Emulsion. It was brought up that there are many "lost" cars in the neighborhood that need directing to various Callaway venues due to lack of signage and there may be additional traffic during the project. Leslie Hudson agreed to follow up with Sonny Horton on this.

LANDSCAPE

Judy Jenks, Landscape Committee Chairman, stated that she was working with Lance Bedgood and Mike Ellis on Landscaping the East Pool Entrance. They are drafting a plan with possible Crepe Myrtles and studying the area. The committee is also looking at more beautification of our common areas and roadways within our community of Longleaf.

SOCIAL COMMITTEE

Peggy Elder gave an update on this committee. The "Meet and Greet in the Street" was a great success. She wanted to thank our host homes of Karen and George Comer, Diane and Charles

Sweat and Gail and Ken Shoop. She also wanted to thank all the members that provided food and worked on sign up. Exciting upcoming events will be a tail-gate in September or October and our annual "Lighting of the Longleaf Tree", the Friday after Thanksgiving. More details to come.

FINANCIAL UPDATE

Ken Haas, Treasurer, stated all homeowners will be receiving the May Financial Statement soon via e-mail. He stated there is presently \$54K in operating cash \$10K of which will be moved into Capital Reserve as we move these funds once yearly. At the end of May the Capital Reserve balance was \$356,000. For the first five months ending May 31, the Operating Fund Income Statement actual vs budget was \$11,000 favorable.

ASSESSMENT BY E-MAIL

Leslie Hudson, President, stated our trial of e-mail assessments, which could possibly give every homeowner the option next year of receiving their assessment via e-mail, will cost approximately \$65.00. Tom Shaver, Vice President, moved these funds be paid out of the Longleaf budget, seconded by Pamela Pendergrass and voted unanimously to proceed.

QUIET HOURS

Leslie Hudson led a discussion of quiet hours from 11 p.m. to 7 a.m. It was agreed upon that a reminder e-mail to the community would be a good idea. The question was asked what exactly were complaints and approximately how many. It was noted about 4 complaints and most were barking dogs, nail guns and blowers. It was also noted that some events at Callaway could get a little loud with concerts for the summer a possibility. Residents may want to take a look at the dates and times these events end.

Callaway Community Counsel Update

Leslie gave a quick overview of the meeting held Friday, June 25th, in the Lodge and Spa. Callaway is moving from "Surviving to Thriving". New dog shows in the tent along with a Wednesday night game show, Wake Surf Championship and Triathlon scheduled for 8/25-8/28, a fall concert by a former Lonestar recording artist was mentioned; Oktoberfest with walking path and lights around the Circus Tent was mentioned; Fantasy In Lights and a new addition to the lights would be a 50 yard lighted tunnel before the field of lights parallel to highway 27.

OLD BUSINESS

There was no old business

NEW BUSINESS

Golf Cart Policy-From the CCC meeting it was learned that Callaway is receptive to making changes to the existing golf cart policy. If there is a consensus among Longleaf on proposed golf cart policy changes that we could bring forward. The current golf cart policy will be sent to all homeowners for their input. The question was asked will the community actually vote or will the

board make the decision for changes to the Golf Cart Policy. The community will actually vote on any changes being requested from the Longleaf community.

ELIMINATION OF LATE FEES-Ken Haas, Treasurer, brought forward a motion to not charge late fees based on his interpretation of the governing documents. The motion failed due to a lack of a second. A late fee of the greater of \$10 or 10% of the amount past due will be assessed beginning with the July billing statement and to continue into the future. If the July assessment is not paid by the due date of July 31 the late fee charge would be \$114.05. We have two billing dates January 2nd and July 1st.

There being no further business the meeting was adjourned.

These minutes were respectfully taken by Pamela Pendergrass, Secretary.

Approval of these minutes of June 26, 2021, Second Quarterly Board meeting by:



Leslie Hudson, President 9.29.21
Date Signed



Tom Shaver, Vice President 9/29/21
Date Signed



Pamela Pendergrass, Secretary Date Signed

Ken Haas, Treasurer Date Signed

See Attachments (5)

1. March 31, 2021 Working Session Resolutions
2. April 20, 2021 Working Session Resolutions
3. May 4, 2021 Working Session Resolutions
4. Directed Proxy
5. Callaway Volunteer Literature

DIRECTED PROXY for the Longleaf Community Association

I, Sony Holt as a member of the Longleaf Community Association Board, hereby appoint Leetia Hudson to vote at the Quarterly meeting of the Longleaf Community Association, Inc. The appointed Proxy may exercise the entire vote of the undersigned on all matters on which the undersigned is entitled to vote at such meeting. Such proxy is authorized to vote in his/her discretion on any matter properly brought before the meeting. This proxy shall also be used to establish a quorum at the quarterly board meeting to be held June 2021.

This Proxy must be received by the Board prior to the Annual Meeting being called to order by handing it to any member of the Board before the meeting is called to order.

This Proxy supersedes and revokes all previous proxies executed by the signer for this afore stated meeting.

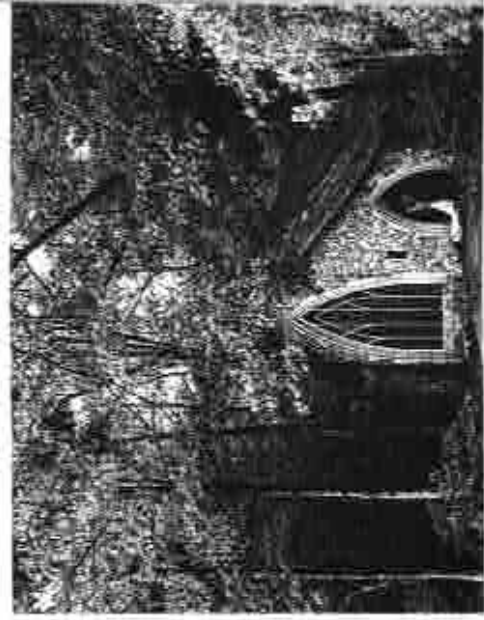
5-14-2021
DATE

Sony Holt
SIGNATURE

OUR LEGACY

Callaway, a man-made landscape in a unique natural setting, was conceived and created by Cason J. Callaway and his wife, Virginia Hand Callaway, for the benefit of mankind. The purpose is to provide a wholesome family environment where all may find beauty, relaxation, inspiration and a better understanding of the living world.

Callaway, a public, educational, horticultural and charitable organization, is wholly owned and operated by the non-profit Ida Cason Callaway Foundation (ICCF). Its wholly owned subsidiary, Callaway Gardens Resort, Inc., a regular business cooperation, operates the recreational, lodging and retail facilities at Callaway. After-tax proceeds go to the ICCF to support its efforts.



CONTACT US



Phone: 708.683.5158
Fax: 708.689.8720



Attention: Callaway Volunteers



Callaway is a 501(c)(3) nonprofit
organization. For more information,
please visit www.callawaygardens.com/volunteer

Callaway Gardens is a beautiful resort and retreat located in Callaway, Georgia. It is a wonderful place to spend time with family and friends. The resort features a variety of recreational activities, including golf, tennis, swimming, and fishing. There are also many beautiful gardens and trails to explore. Callaway Gardens is a great place to relax and enjoy the outdoors. For more information, please visit www.callawaygardens.com.



Callaway
Resort & Gardens

VOLUNTEER PROGRAM

We grow when you give!

www.callawaygardens.com/volunteer

OUR LEGACY

Callaway, a man-made landscape in a unique natural setting, was conceived and created by Cason J. Callaway and his wife, Virginia Hand Callaway, for the benefit of mankind. The purpose is to provide a wholesome family environment where all may find beauty, relaxation, inspiration and a better understanding of the living world.

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CONTACT US



Phone 706.663.5153
Fax 706.663.6720



education@callawaygardens.com



Volunteer Department
100 Meadow View Lane
Pine Mountain, GA 37822



www.callawaygardens.com/volunteer



Callaway
Resort & Gardens

VOLUNTEER PROGRAM

We grow when you give!

www.callawaygardens.com/volunteer

jmhartenstine@gmail.com

From: Leslie Hudson <lesliehudson@gmail.com>
Sent: Wednesday, June 16, 2021 4:12 PM
To: Leslie Hudson
Subject: LCA Communication

Happy Summertime to Longleaf!

Wanted to share several updates/items and the date/agenda for the June quarterly LCA Board meeting with everyone.

Due to the recent Governor's Executive Order, and confirmation by our attorney, we are discontinuing the requirement for signed pool waivers for residents and guests. You will no longer need to complete the signed waiver for you or your guest for pool access.

During the April Special Meeting where we voted on the Street Repairs and Sealcoat project there were a couple of areas that were pointed out that were in need of repair and not included in the quote. The quote on the additional repairs for the damaged asphalt in the road by the post office and the area on White Oak came in at \$1500 and accepted/approved by the board.

We are testing the ability to receive dues statements by email versus the USPS with a test group of 10 residents. If successful with the July statements, we will have the ability to offer this to any resident who wants to receive their statement this way beginning in January 2022.

For the July dues assessments, please ensure that your payment is received by our accounting firm (DML) by the due date. If not received by the due date, a late charge equal to the greater of \$10 or 10% of the amount not paid will be assessed, as well as interest at the rate of 10% per annum will accrue as per our governing documents.

Our website at <https://thelongleafcommunity.com> has been updated to include the Parking Policy at Longleaf and the Tree Removal Approval Process from the March 2021 meeting. The website also contains other helpful documents and information for your convenience.

Our June LCA Quarterly Board Meeting is scheduled for **Saturday, June 26, 2021 at 10 AM** in the greenspace outside the pool area. See below for agenda items:

Callaway Gardens Volunteer Program - Bethany Harris
Capital Reserve Analysis
IPS Committee Update
Landscape Committee Update
Social Committee Update
Financial Update
Assessments by email
Quiet Hours

Kudos to the Social Committee for the great Meet and Greet in the Street event! Thank you so much for such a fun time!

Leslie H. Hudson
LCA-President

jmhartenstine@gmail.com

From: Leslie Hudson <lesliehudson@gmail.com>
Sent: Friday, May 14, 2021 9:40 AM
To: Leslie Hudson
Subject: LCA Communication

Greetings to Longleaf! Your board held a working session on May 4. Please see below for the update/highlights.

Two resolutions were passed by unanimous vote and are currently posted on the LCA Bulletin Board in the Post Office as follows:

1. A threshold of \$5,000 versus the previous \$1,500-\$2,000 was established for board consideration of Capital Reserve expenditures.
2. Homeowners will be allowed to reserve the Greenspace area by the pool with the same rules for usage and reservations to mirror those of the Pool Grill space. The reservation book has been updated in the Post Office to reflect the addition.

Sealcoating and Striping/Hot Crack Sealing/Asphalt Repair Project:

After much review into the differences between coal tar emulsion sealant and asphalt emulsion sealant, the board made the determination to move forward with asphalt emulsion. Asphalt emulsion is more environmentally friendly, cost neutral, and is the same type of emulsion that is used in Callaway's projects. Subsequently, we have signed the contract and are ready to move forward to sealcoat our roads which will include striping the post office, sealing all cracks 1/4" and larger, and completing other asphalt repairs. Terry Upton and Tom Shaver will be managing the project and will communicate specifics when we get closer to beginning the process.

Based on conversation with our attorney, the late fee for assessments not paid by the due date is as stated in our Longleaf Declaration under 8.7(d) (i) A late charge equal to the greater of \$10.00 or 10% of the amount not paid. Subsequently, with the next assessment due in July, this will be in effect.

The pool is open and looks great thanks to the IPS Committee! The new flowers at our entrance also look great thanks to the Landscape Committee!

Have a great weekend!

Leslie H. Hudson
132 Longleaf Way
229.291.8151

Working Session Resolutions of May 4, 2021

In accordance with 4.13 of the Bylaws of the Longleaf Community Association, Inc., a working session was held at the conference room of the Callaway Sales Office.

Those in attendance:

Leslie Hudson - President
Tom Shaver - Vice President
Pamela Pendergrass - Secretary
Ken Haas - Treasurer

Two Resolutions were passed by unanimous vote as follows:

1. A threshold of \$5,000 versus the previous \$1,500-\$2,000 was established for board consideration of Capital Reserve expenditures.
2. Homeowners will be allowed to reserve the Greenspace area by the pool with the same rules for usage and reservations to mirror those of the Grill space. Sign-up sheets will be located in the post office.

These resolutions of the working session were respectfully taken and submitted by Pamela Pendergrass, Secretary.



Longleaf Community Association, Inc.
Special Called Meeting
April 23, 2021 10:00 AM
Longleaf Greenspace Adjacent to Pool

Leslie Hudson, LCA President, called the meeting to order at 10:00 AM. Also present were Board members Tom Shaver, Ken Haas and Pamela Pendergrass.

Additional residents present were Lynn Shaver, Ed Hudson, Christine Haas, Keith Pendergrass, Leo Berard, Greg Howell, Van and Nancy Baker, Demetria Hendrix, Peggy Elder, Richard Hernandez, Terry Upton, Philip Roberts, Betty Croll, Chris Boyer, Margaret Kee, Mike and Linda Ellis, Judy Jenks, Jan Pylant, Barbara Krywicki and Patti Hasting.

President Hudson stated the reasons for the called meeting, that being the decision the board needed to make concerning the replacement of the wooden entrance of the pool from the East side of the pool entrance with a Pergola or leave the area as is with additional landscaping. Also, a decision needed to be reached by the board for the street repair and/or street sealing. Both of these projects would be funded from the Capital Reserve. President Hudson stated that since the roads were not specifically budgeted in the 2021 budget for sealing, the board wanted input from the community.

PERGOLA

Terry Upton, Chairperson of the IPS committee, presented the recommendation of the IPS committee if indeed a new entrance was indeed the wishes of the community. Greg Howell noted that the committee had spent \$200.00 in fence repair supplies and had completed the repair themselves. It was noted that to replicate the original entrance in wood would cost \$20,000.00. However, a metal pergola after much research by the committee could be purchased for \$3,500.00. The pergola would not need repair or even painting for many years.

A general discussion followed with many residents voicing opinions and suggestion. Pertinent points made included:

- It looks beautiful since the fence was repaired. The natural landscaping of this area is beautiful. You can see across the pool to the beauty of the pool porch area.
- Additional Landscaping would not be free, it would come with some cost. Costs could be mitigated by possibly adding 2 Crepe Myrtles at the entrance. An addition of 2 planters could be beautiful, but might require additional cost to irrigate. Opinion was expressed to delegate the decision of Landscaping to the Landscape Committee.
- Noted by many that the entrance was more beautiful than expected with the fence repaired and the beautiful azaleas in bloom.

A straw poll was taken of the community that was present and the majority felt to Landscape was the avenue they wanted to pursue.

Pamela Pendergrass, Secretary, made a motion to not purchase the pergola, but to fund the Landscape Committee to make cost effective improvements in Landscaping. The motion carried 4 to 0. This was the first resolution noted at this meeting.

STREETS

Terry Upton, Chairperson of the IPS committee, presented bids received by himself and Keith Pendergrass concerning replacement, repair and sealing of the streets, alleys, post office and paved areas of Longleaf. He noted that the replacement was not needed at this time, but the costs were needed for the IPS subcommittee that is working on our Capital Reserve analysis. This subcommittee needed costs for future expenses to be calculated up to 15 years from now when it could be expected to need replacing. Three vendors were contacted for bids and consultation. The 3 components of the bids were discussed. Pertinent points made were:

- Cost projection by Cousins/Callaway when they put the final finish top on the roads was \$188,000.00 with the thought there was a slight override on that projection to completion.
- Today to replace the road with the bid from the same company, Piedmont Paving, was approx. \$330,000.00. At first look by the Capital Reserve subcommittee that could equate to approx. \$550,000.00 with inflation over the next 15 years.

Next Repair and Sealing was discussed with questions for need.

The cheapest bid for both repair and sealing was \$35,000.00 by a company, A Plus Parking, that was now on premises working for Callaway in the Villas. They could start quickly and would take approximately 6 days to complete the project. Many surface cracks and probable alligatoring of some street areas were noted. Others noted the marks on the asphalt that were in question of needing repair. Sealing was expected to help the roads last longer if maintained properly by sealing every 5 years. A resident pointed out that we needed to add repair of an area of Birch Street as it holds water and it was also pointed out that we have that same problem at the Post Office. This would be a slight increase to the bid as these two areas were not in the bid.



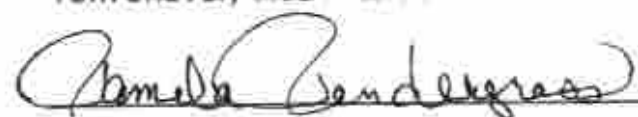
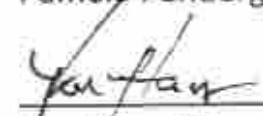
President Hudson again asked for a straw poll from the community present. The overwhelming majority was to proceed with this project as well.

The Board approved the resolution to repair (including the two earlier mentioned sites on Birch and the Post Office) and sealing of the streets and pavement of Longleaf streets with a follow up meeting with the contractor to address any questions the board might have. The Board approved the resolution with 3 affirmative votes and Ken Haas cast a negative vote.

There being no more business, the meeting was adjourned.

These minutes were respectfully taken by Pamela Pendergrass, Secretary.

Approval of these minutes of April 23, 2021 by:

 Leslie Hudson, President	<u>6-26-21</u> Date Signed
 Tom Shaver, Vice President	<u>6/26/21</u> Date Signed
 Pamela Pendergrass, Secretary	<u>6-26-21</u> Date Signed
 Ken Haas, Treasurer	<u>6-26-21</u> Date Signed

See attachment with Amendment made 6-26-21

A straw poll was taken of the community that was present and the majority felt to Landscape was the avenue they wanted to pursue.

Pamela Pendergrass, Secretary, made a motion to not purchase the pergola, but to fund the Landscape Committee to make cost effective improvements in Landscaping. The motion carried 4 to 0. This was the first resolution noted at this meeting.

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President Hudson again asked for a straw poll from the community present. The overwhelming majority was to proceed with this project as well.

The Board approved the resolution to repair (including the two earlier mentioned sites on Birch and the Post Office) and sealing of the streets and pavement of Longleaf streets with a follow up meeting with the contractor to address any questions the board might have. The Board approved the resolution with 3 affirmative votes and Ken Haas cast a negative vote.

Director Haas requested that the board postpone the vote on seal coating until the entire board had a chance to meet with the contractor and ask questions.

Working Session Resolution of April 20, 2021

A working session was held in the conference room of the Callaway Sales Office.

Those in Attendance:

Leslie Hudson - President

Tom Shaver - Vice President

Pamela Pendergrass - Secretary

Ken Hass - Treasurer

One resolution was passed by unanimous vote as follows:

The President of the Board is given the authority to have diseased trees removed from within the common areas of Longleaf with the advice of our Arborist, Tim Jordan. No notification or advice of other board members is required.

These notes of the working session were respectfully taken and submitted by Pamela Pendergrass, Secretary.



jmhartenstine@gmail.com

From: Leslie Hudson <lesliehudson@gmail.com>
Sent: Friday, April 9, 2021 10:21 AM
To: Leslie Hudson
Subject: LCA Board Board Communication
Attachments: 2021_COVID-19 Pool Usage Agreement_rev1.docx; Longleaf Construction Entrance_rev.jpg

Good morning!

Wanted to share some updates with you as follows:

Due to topology issues for the new home being built on lots #56 and #57 the Construction Entrance has been modified. The LCA board reviewed and approved this modification from Callaway. The entrance will still be off of Highway 354, however it will now come through on one of the vacant lots. See attached photo.

After conversation with our attorney regarding pool furniture the board has approved bringing the pool furniture back. Individuals (residents/guests) who use the pool furniture will need to wipe the furniture before and after their use of the furniture. We have updated the 2021 Pool Agreement (see attached) to include this stipulation. We will also have disinfectant/wipes available in the pool bathroom area, but encourage everyone to bring their own. In order to receive the pool code, please sign and return form to Pamela Pendergrass.

The approved 2021 project for adding ground cover to the playground is scheduled to be completed in April. You may have also seen some red spray paint markings on our roads this week. This is due to working with vendors to get quotes for our road repairs/sealing.

See below for updated LCA Board contact information :

President - Leslie Hudson	Lesliehudson@gmail.com	132 Longleaf Way	229.291.8151
Vice President - Tom Shaver	Shavertas@gmail.com	208 White Oak Road	540.315.2283
Secretary -Pamela Pendergrass	Pendergrassfamily@yahoo.com	215 Longleaf Way	229.254.0596
Treasurer-Ken Haas	Kenhaas@mindspring.com	178 Redbud Trail	678.662.0581*

*Corrected cell phone number

jmhartenstine@gmail.com

From: Carol Luthman <luthmanca@gmail.com>
Sent: Thursday, April 1, 2021 1:45 PM
To: Carol Luthman
Subject: LCA Board Communication
Attachments: 2021_COVID-19 Pool Usage Agreement.docx; ARCHITECTURAL CHANGE FORM.docx; Screenshot (17)_LI.jpg

Good afternoon,

Please see the email below and its referenced attachments as forwarded to me from Leslie Hudson, President of the LCA Board. If you have any questions, please direct them to Leslie. Thanks so much.

Carol

From: Leslie Hudson [<mailto:lesliehudson@gmail.com>]
Sent: Thursday, April 01, 2021 10:57 AM
To: Carol Luthman <luthmanca@gmail.com>
Subject: LCA Board Communication

Greetings to Longleaf! Your board held a working session on March 31 to review governance documents, officer responsibilities, board training sessions, board transition items, upcoming projects, pool opening, requests from neighbors, and other items. I wanted to share some of the highlights of what we covered.

The Construction entrance for the new home being built on lots #56 and #57 was submitted to us by Callaway for our review. We reviewed and approved this entrance that will come in from Highway 354. The same entrance will be utilized for the remaining buildout of the community. See picture attached.

Based on the current Governor's Executive Order the pool opening process will remain the same as we had last year. Residents who want to use the pool will need to sign a 2021 COVID-19 Pool Usage Agreement in order to receive the pool code. The pool is scheduled to open April 30. Residents and guests will need to bring their own chairs at this time. We will continue to monitor and review the Executive Orders for any changes and modify accordingly. The form is attached. Please sign and return to Pamela Pendergrass.

Wanted to remind everyone that any exterior house changes (front and back) have to be submitted to Chrystal Gaddy at cdgaddy@callawaygardens.com via the Architectural Change Form request. Form attached. Any street/front facing landscape plans also need to be submitted to Chrystal on the same form. Callaway still retains the right of review and approval for Longleaf Architectural and Landscape changes and additions.

I have included contact information for your board as follows:

President - Leslie Hudson
Way 229.291.8151

Lesliehudson@gmail.com

132 Longleaf

Vice President - Tom Shaver Road 540.315.2283	Shavertas@gmail.com	208 White Oak
Secretary - Pamela Pendergrass Way 229.254.0596	Pendergrassfamily@yahoo.com	215 Longleaf
Treasurer - Ken Haas Trail 678.663.9036	Kenhaas@mindspring.com	178 Redbud

On behalf of the board, we are all looking forward to serving you this year!

See you at the Pet Parade on Saturday!

Leslie H. Hudson
132 Longleaf Way
229.291.8151

Working Session Resolutions of March 31, 2021

In accordance with 4.13 of the Bylaws of the Longleaf Community Association, Inc., a working session was held at the conference room of the Callaway Sales Office.

Those in attendance:

Leslie Hudson – President

Tom Shaver – Vice President

Pamela Pendergrass – Secretary

Ken Haas – Treasurer

Three resolutions were passed by unanimous vote, those are as follow:

1. Board Transition signatures resolutions were signed.
2. Construction Gate & Road plan proposed by Callaway. *
3. Pool usage agreement proposed by our attorney and signage for the 4 pool gates.

Amended

*2 Construction Gate & Road plan was amended by Callaway and the third proposal was again passed by unanimous vote of the board.

These notes of the working session were respectfully taken and submitted by Pamela Pendergrass,
Secretary.



Longleaf Community Association, Inc.

1st Quarter Board Meeting

Saturday, March 6, 2021

Election of New Officers


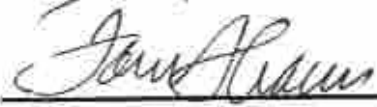

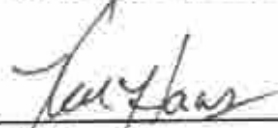
Attendees: Ken Hass, Leslie Hudson, Tom Shaver, Pamela Pendergrass

A slate of officers was presented. The following were nominated, voted on and approved.

The Board of Officers for the new term:

- Leslie Hudson – President
- Tom Shaver – Vice President
- Pamela Pendergrass – Secretary
- Ken Hass – Treasurer

These minutes were respectfully taken by Pamela Pendergrass, Secretary.

 Leslie Hudson, President	<u>7-19-2021</u> Date Signed
 Tom Shaver, Vice President	<u>7/19/2021</u> Date Signed
 Pamela Pendergrass, Secretary	<u>7-19-2021</u> Date Signed
 Ken Hass, Treasurer	<u>7-19-21</u> <u>Ken Hass</u> Date Signed

Longleaf Community Association, Inc.
Annual Meeting
March 6, 2021
The Lodge and Spa at Callaway Gardens

Attendees:

Board Members:

Ken Haas, President; Leslie Hudson, Vice President; William Lipe, Treasurer; and Carol Luthman, Secretary. Sonny Horton was not in attendance.

Non-Board Members:

(See Attachment A for a list of non-Board attendees.)

Introduction of New Residents:

Vice President Leslie Hudson presented a slide show introducing new residents who moved to Longleaf in 2020.

Board Business:

1. Approval of Minutes

Action: Board members voted unanimously to approve the minutes of December 16, 2020.

2. Proposed Resolution for Documenting the Current Board Procedure for Tree Removal Approval

Since November 2018, the LCA Board has assumed responsibility for approval of tree removals in Longleaf, including the common and residential areas. The Board presented a resolution that documents the process that has been operational since March 2019. Longleaf residents in attendance had a number of comments, most of which centered on the following issues: (a) action when a resident does not follow the policy, (b) Board authority to dictate tree approval on a resident's private property, and (c) responsibility for following CROA Governing Documents requiring residents to replace trees that are removed.

Motion: To approve the Resolution for Documenting the Current Board Procedure for Tree Removal Approval. Action: Board members present and voting unanimously approved the motion. (See Attachment B for final document.)

3. Proposed Resolution for Parking In Longleaf

After receiving several complaints regarding current vehicle parking practices in Longleaf, the Board developed rules that support safe, easy navigation throughout the property, ensuring emergency and all other vehicles access and egress to all areas of Longleaf.

Motion: To approve the proposed rules governing Parking in Longleaf. The motion was seconded and discussion ensued. Comments centered around the following areas of the proposed rules: (1) the need for a policy when no instances have occurred warranting rules, (2) whether the phrase "short-term basis" should be defined as "normally 24 hours" as stated under "For guests and workers," and (3) whether to include as a friendly amendment the addition of "trailers" when stating that service and delivery vehicles should not be parked overnight.

An amended motion was made to delete "normally 24 hours" from the proposal. The motion failed. A proposed amendment was made to add "trailers" in the list of service vehicles that should not be parked overnight. The Board accepted it as a friendly amendment. After additional comments from the attendees, the original question was called.

Action: The Board members present and voting approved the motion 3-0. Ken Haas abstained from vote. (See Attachment C for the final document.)

4. Status of *The Longleaf Handbook*

Because some Longleaf residents were using *The Longleaf Handbook* as a basis for community expectations, Board Secretary Carol Luthman volunteered to research whether the *Handbook*, circulated to residents in spring 2019, had ever been approved by CROA or the LCA Board. The purpose of the document was to have a user-friendly compilation of the CROA Governing Document regulations. After working with Chrystal Gaddy regarding the CROA minutes, reviewing the CROA and Longleaf Governing Documents, and researching LCA minutes, Luthman suggested to the Board that the 2019 *Longleaf Handbook* is non-binding for four reasons: (1) The *Handbook* was not approved by CROA or by the Longleaf Board. (2) Most of the rules in the CROA Governing Documents are not in the *Handbook*; therefore, it failed to address the mission of simplifying CROA Rules and Regulations. (3) A couple of the quantitative rules, of which there are only a few—not including the Design Guidelines, run counter to the CROA Rules and Regulations. (4) The majority of rules in the *Handbook* are nowhere to be found in the CROA Governing Documents and are overly specific in their expectations (e.g., limitation of 4 pieces of non-living objects in the landscape, or siting porches or balconies; limitations on the size of flowerpots; of flags, of signs, etc.).

Therefore, the Board agreed that *The Longleaf Handbook*, distributed in spring 2019, is nonbinding and no complaints can be based on its rules unless they are duplications of current CROA rules as outlined in the Covenants. A general discussion ensued. A new resident asked where the CROA Covenants could be accessed, stating that he was unfamiliar with the documents. Christine Haas who, with Lorraine Berry, conducts an orientation for all new owners, answered by stating that the CROA and Longleaf Covenants are on a flash drive given to all new residents during orientation.

2020 Highlights

President Ken Haas reported on (1) Covid-19's effect on the community and the use of common property, (2) clearance of the fencing along Highway 354, (3) property statistics that included the resale of 18 homes and of 3 lots, and the resulting 70% of fulltime residents, and (4) security issues that included an attempted break-in. He reminded all residents of being mindful of neighbors.

Board Committee Reports

1. Longleaf Landscape Committee

Committee Chair Judy Jenks introduced members of the Committee and thanked them for their work. She recognized Margaret Bartholic for her many years of service decorating the Post Office and indicated that Christine Haas has assumed that responsibility; thanked Lance Bedgood for coordinating the pine straw distribution; and announced that she will be sending an email to the community regarding an upcoming date for clearing the commons area and laying chips.

2. IPS Committee

Committee Chair Terry Upton introduced members of the Committee and thanked them for meeting seven times this past year. During this time, the Committee (1) replaced and installed two pergolas in the pool area; (2) supervised the repair, painting, and overall upgrading of the post office; (3) purged and organized the library in the Post Office; (4) developed a plan for replacing street signs and for installing enter/exit signs at the Longleaf entrance; and (5) formed a subcommittee for recommending the replacement of the pergola at the entrance to east side of the pool. This year, the Committee will be installing the signs and replacing the pergola outside the pool, the doggy stations, and the pool filter tanks.

Financial Report:

Treasurer Bill Lipe reported that the LCA's financial condition is strong. Unpaid assessments were less than \$20 as of the year-ended 2020. Longleaf began 2020 with about \$26,000 in operating capital. Because of positive budget variances in both revenues and operating expenses, operating capital as of year-end was about \$29,000 after reserving \$15,000 to be returned to owners via reduced assessments in 2021. Annual assessments per lot in 2021 are \$2,281 compared to \$2,565, a reduction of \$284.

Total operating expenses were under budget \$11,700, notably in pool operations, pool repair, pine straw and landscape irrigation. Revenues were over budget by about \$3,000 including \$1,000 in late fees and \$2,200 in assessments related to the sale of one vacant lot in March followed by two more sales in late December. The sales resulted in a reduction of individual unit assessments by about \$48 per unit.

Including interest of over \$4,000, Capital Reserves increased almost \$21,000 after expenditures of \$14,275, including fence replacement along Hwy 354 (\$7,050) and repairs to the post office (\$7,225). The reserve balance at the end of the year approximated \$345,000.

Most of the interest income relates to a Wells Fargo CD (2.55% on \$240,000 from 1/11/2019) that matured on 8/11/2020 and automatically renewed for 12 months at a highly-reduced rate of .02%. Balance of maturity was \$249,890.

All related financial statements are included as Attachment D.

Social Committee

Peggy Elder, chair of the Longleaf Social Committee, updated the attendees regarding activities. Due to Covid-19, the Committee will not host a Garden Stroll in May but on April 3 there will be the Annual Easter Pet Parade. This evening the Committee will host the Longleaf Porch Party, beginning at 4:00 p.m. The Committee will hold a planning committee meeting in April.

Traditional Events

Christine Hass reported that Pot Lucks, the Christmas Progressive Party, and Murder Mystery Theater will recommence in 2021. Gail Shoop stated that the Annual Ladies of Longleaf Christmas Luncheon will be held at an early date in December.

Realtor Report

Realtor Lisa Pound reported that all properties for sale in Longleaf have either been sold or are under contract. The average sale price was \$335,000.

Changes in LCA Board of Directors for 2021

President Ken Haas thanked outgoing Board members William Lipe, Treasurer, and Carol Luthman, Secretary, for their services to the Board in 2020. Longleaf members present and voting elected Tom Shaver and Pamela Pendergrass to the 2021 LCA Board of Directors.

Open Discussion

Maureen McAllister announced that she plans to gather interest from Veterans in Longleaf and also other communities within Callaway to form a Veterans Club. If anyone has interest in helping, they should contact Maureen.

Having no further business, the meeting was adjourned at 11:55 a.m.

Note: The LCA Board-of-Record on March 6, 2021 reviewed and accepted these minutes for distribution to the Longleaf Community. Formal approval of the minutes will take place during the 2nd Quarterly Meeting of the Board.

Respectively submitted,


Carol A. Luthman, Secretary-of-Record for the LCA Board on March 6, 2021

Attachments:

- A. List of Non-Board Longleaf Attendees
- B. LCA Board Procedures for Tree Removal Approval
- C. Parking in Longleaf
- D. Longleaf Community Financial Sheets
- E. LCA Annual Meeting Agenda

ATTACHMENT A

Longleaf Non-Board Residents in Attendance

March 6, 2021

Longleaf Community Association Annual Meeting

David & Teresa Adams

Van & Nancy Baker

Mike & Linda Barber

Margaret Bartholic

Lance Bedgood

Leo & Kay Berard

Martha-Sue Blythe

Tom & Cindy Bowden

Chris & Gloria Boyer

Joe & Jodie Brazell

John & Peggy Christian

Mabry & Pat Collins

Laurie Combs

George & Karen Comer

Dennis Croll

Glenda Darley

Pat & Kathy DiDomenico

Suzy Edison

Peggy Elder

Rebecca French

Christine Haas

Demetria Hendrix

Greg & Sharon Howell

Ed Hudson

Bill Huggins

Mike & Robin Hurst

Judy Jenks

Dwight & Joan Johnson

Barbara Krywicki

Robert & Ruth Krywicki

Lester & Sharon Langer

Barbara Lipe

Steve Lips

Paul & Patty Longgear

Tom & Nan McCann

Ken & Diane McCreless

Keith & Pamela Pendergrass

Lisa Pound

Jan Pylant

Tom Royer

John Senecal & Maureen McAllister

Tom & Lynn Shaver

Ken & Gail Shoop

Steve & Pat Shuman

Linda Souhrada

Rick & Alice Sponholz

Diane Sweat

Harold & Bobbie Tarpley

Joy & Terry Upton

Don & Beverly Whiddon

ATTACHMENT B

LCA BOARD PROCEDURES FOR TREE REMOVAL APPROVAL

In 2018, Callaway delegated tree removal approval to the Longleaf Community Association. At that time, the LCA Board gave the President sole authority for the approval process.

In spring 2019, the approval process was amended as follows:

1. The removal of any trees 8 inches in diameter or greater requires approval by the Longleaf Board of Directors.
2. The LCA President approves tree removals recommended by Tim Jordan, an arborist with Outdoor Detail. Consideration is given to trees that pose a risk to structures and include the following:
 - Trees in close proximity to residential structures (roots are also destructive)
 - Dead trees
 - Pine beetle infestation
 - Diseased trees
 - Weakened trees (such as those with cankers)
 - Trees leaning toward structures
3. A majority of the full Board (3 Directors) reviews and approves any tree removal requested for aesthetic reasons or for fear of damage resulting from high winds.
4. The Board informs the resident of its decision within a reasonable period of time.

Approved: LCA Board of Directors, March 6, 2021

ATTACHMENT C

PARKING IN LONGLEAF

Parking rules decrease the possibility of accidents and support safe, easy navigation throughout the property, to include emergency vehicles of all sizes. Therefore, in consideration of our Longleaf neighbors, the parking rules cited below should be followed. As with all rules designed to advance the safety and attractiveness of our community, and to reduce risks, it is the responsibility of homeowners to communicate these rules to their guests, renters, workers, and service personnel.

For residents:

- Street parking for residents may be necessary in certain instances. In such cases, resident parking should be short-term and not a long-term solution.

For guests and workers:

- Street parking by day guests and family members is permitted on a short-term basis, normally 24 hours. The vehicles should be parked in front of the respective homeowner's house.
- Guests and families extending their stay should park their cars in an area off the street (at the post office or pool, in a driveway or pad, or off site).
- For construction parking, service and delivery vehicles, as well as trailers, should be in the front or back of the homeowner's house during the business's normal hours and should not be parked overnight.

For all:

- Vehicles should not be parked on the street across from each other so as not to constrict fire truck access or slow other emergency vehicle access and egress.
- Parking within a car length of stop signs and intersections (including 3-way intersections out of side streets and alleys) is not permitted due to the visual obstruction of pedestrians and other traffic.
- When it is necessary to park in yards or common areas, the vehicle should have two tires off the road. Parking in yards or common areas is not permitted in wet conditions when the tires may make ruts.

These are practical, general rules that all residents are asked to follow. One of the great qualities of Longleaf is that residents work in concert to achieve a better community. All may occasionally need to be reminded of the little things that make our community special.

Approved: LCA Board of Directors, March 6, 2021

ATTACHMENT D

LONGLEAF COMMUNITY ASSOCIATION, INC.

BALANCE SHEET

December 31, 2020

ASSETS

Cash - First Peoples Bank	47,277	
Wells Fargo - Reserves	660	
Wells Fargo - Reserves CD	249,909	
First Peoples Money Market - Reserves	94,482	
TOTAL CASH		392,328

ACCOUNTS RECEIVABLE

Accounts Receivable	11	
Accounts Receivable - Williams	4,917	
Total Accounts Receivable		4,928

TOTAL ASSETS

397,256

LIABILITIES AND EQUITY

Accounts Payable		4,405
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MEMBERS' EQUITY
General Reserve Equity
TOTAL EQUITY

47,857	
344,934	
	392,851

TOTAL LIABILITIES AND EQUITY

397,256

Longleaf Community Association
Income Statement Actual vs Budget
YEAR ENDED 12/31/2020

	2020 Actual	2020 Budget	Variance
Operating Fund			
Revenue			
Service area assessments	301,708	299,480	2,228
Late fee income	1,000	0	1,000
Total revenue	302,708	299,480	3,228
Expenses			
Accounting Fees	4,845	5,095	(250)
Legal Fees	1,577	1,878	(301)
Insurance	8,538	9,000	(462)
Pool - Operations	7,000	10,000	(3,000)
Pool - Phone	560	576	(16)
Pool - Supplies	1,187	1,200	(13)
Pool - Repairs - Includes \$1,500 for Pool Canopy March	788	2,460	(2,172)
Landscaping - Contract	133,858	133,992	(134)
Landscaping - Improvements incl Hwy 354 - \$13,750	16,413	15,750	663
Landscaping - Seasonal Color	578	1,200	(622)
Landscaping - Pine straw	55,788	60,000	(4,212)
Landscaping - Irrigation	900	2,000	(1,100)
Landscaping - Tree Removal	6,900	7,200	(300)
Electricity	9,099	9,203	(104)
Water	3,369	3,000	369
Taxes and Licenses	2,056	750	1,306
Garbage Disposal	19,742	20,412	(670)
Janitorial Services	2,851	2,919	(68)
Repairs and Maintenance	10,504	10,289	215
Pest Control	716	780	(64)
Printing & Office Supplies	241	250	(9)
Postage and Box Rent	539	500	39
Travel Expense	0	250	(250)
Website	72	525	(453)
Welcome Basket	146	250	(104)
Total expenses	287,767	299,479	(11,712)
Income/(loss) from operations	14,941	1	14,940
Capital Reserve Fund			
Revenue			
Capital reserve service area	31,060	31,060	0
Interest income	4,122	0	4,122
Total revenue	35,182	31,060	4,122
Expenses			
Repairs and maintenance cap	14,276	0	14,276
Total expenses	14,276	0	14,276
Income/(loss) capital reserve fund	20,906	31,060	(10,154)
Total Income/(loss)	35,847	31,061	4,786

**Longleaf Community Association
Income Statement
2021 Budget vs 2020 Budget/Actual**

	2021 Budget	2020 Budget	2020 Actual	Variance To	
				2020 Budget	2020 Actual
Operating Fund					
Revenue					
Service area assessments	769,773	299,480	301,708	(30,207)	(32,435)
Late fee income	0	0	1,000	0	(1,000)
Total revenue	269,773	299,480	302,708	(30,207)	(33,435)
Expenses					
Accounting Fees	4,565	5,085	4,845	(530)	(280)
Legal Fees	2,000	1,879	1,577	121	423
Insurance	9,230	9,000	8,538	250	712
Pool - Operators	8,400	10,000	7,000	(1,600)	1,400
Pool - Phone	500	576	560	24	40
Pool - Supplies	1,500	1,200	1,187	300	313
Pool - Repairs	2,500	2,480	288	40	2,212
Landscaping - Contract	133,982	133,982	133,858	0	134
Landscaping - Improvements	2,000	15,750	16,413	(13,750)	(14,413)
Landscaping - Seasonal Color	1,200	1,200	578	0	622
Landscaping - Pinestraw	57,500	60,000	55,788	(2,500)	1,712
Landscaping - Irrigation	2,000	2,000	900	0	1,100
Landscaping - Tree Removal	8,000	7,200	6,900	800	1,100
Electricity	8,818	9,203	9,099	(385)	(281)
Water	1,362	1,000	3,369	362	(7)
Taxes and Licenses	2,138	750	3,038	1,388	82
Garbage Disposal	19,028	20,412	19,742	(804)	(134)
Janitorial Services	2,973	2,919	2,851	54	122
Repairs and Maintenance	12,059	10,389	10,504	1,770	1,555
Pest Control	670	780	716	(110)	(46)
Printing & Office Supplies	240	230	241	(10)	(11)
Postage and Bow Rent	514	500	599	14	(25)
Travel Expense	120	250	0	(130)	120
Website	120	525	72	(405)	48
Welcome Basket	144	250	146	(106)	(2)
Total expenses	294,273	293,479	287,767	(15,206)	(3,494)
Income/(loss) from operations	(15,000)	1	14,941	(15,021)	(29,941)
Capital Reserve Fund					
Revenue					
Capital reserve service area	31,080	31,080	31,080	0	0
Interest income	240	5,000	4,122	(6,360)	(3,882)
Total revenue	31,320	37,080	35,182	(6,360)	(3,882)
Expenses					
Repairs and maintenance cap	13,500	0	14,276	13,500	(776)
Total expenses	13,500	0	14,276	13,500	(776)
Income/(loss) capital reserve fund	17,820	37,080	20,906	(19,860)	(3,108)
Total Income/(loss)	2,800	37,081	35,847	(34,851)	(33,047)

Assessment Per Unit	Change	
Operating	2,056	2,340 (284)
Capital Reserve	725	725 0
Total Assessment	2,281	2,565 (284)
Sold Units	131	128 3
Total Units	138	138

Working Capital As of December 31, 2020

Current Operating Cash net of Reserves Peoples Bank - See Detail Below "A" **29,905**

Starting Cash 12/31/2019

Operating Cash Net of Reserves (Excluding Receivable Williams)	26,559
Plus Operating Income Per Income Statement 12/31/2020	35,847
Less Capital Reserve Net Income	(20,906)
Plus Collected From Williams 2020	1,440
Plus Receivable From Callaway for Williams	1,965
Less Capital Returned In 2021 Via Reduced Annual Fee	(15,000)

Working Capital 12/31/2020 **29,905**

Capital Reserve Funds December 31, 2019

Wells Fargo Deposits including CD \$240,000 including interest on CD \$6,026	249,909
Other Wells Fargo Reserve	660
Peoples Bank Money Market Reserve	94,482

Total Capital Reserve Deposits:: **345,051**

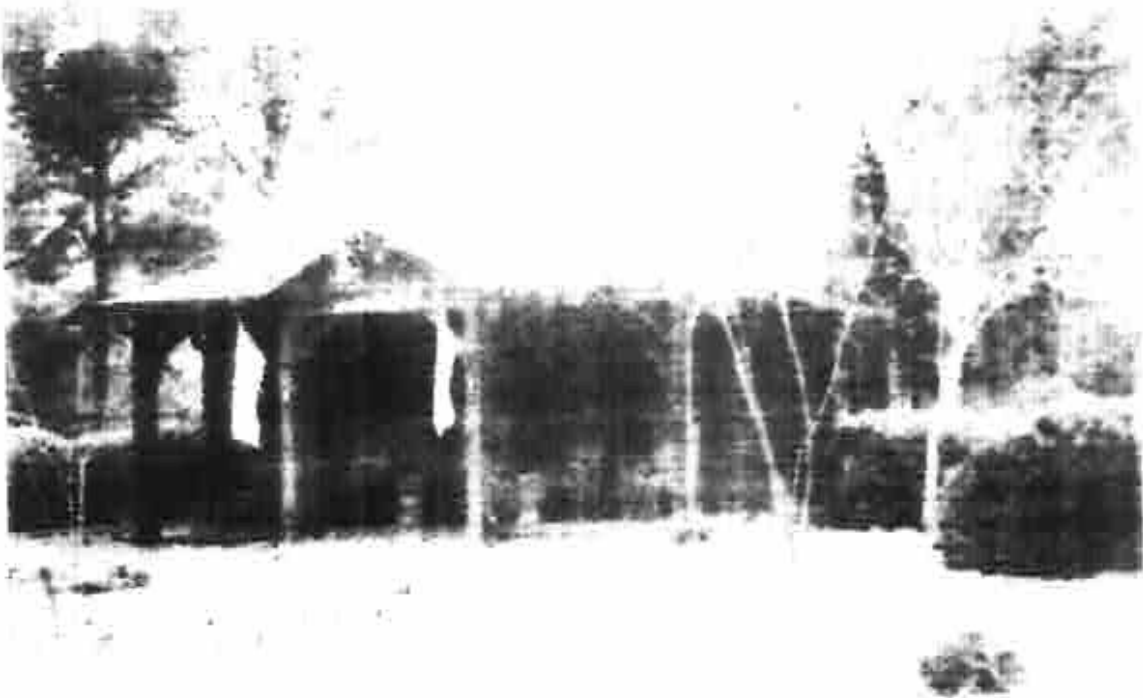
DETAIL OF OPERATING CASH "A"

Reserve Liability Per General Ledger	(344,994)
Total Cash Per Balance Sheet	392,328
Plus Receivables excluding Williams	11
Plus Due From Callaway for Williams:	1,965
Less Accounts Payable	(4,405)
Less Capital Returned In 2021	(15,000)
Total of Net Operating Cash Detail>>	29,905

Note Operating Capital is about \$2,000 higher than reported in the quarterly meeting 12/16/2020. The difference is mostly related to past due collections from Williams.

ATTACHMENT E

Longleaf Community Association



**Annual Meeting
March 6, 2021**

Longleaf Community Association Annual Meeting Agenda

- Welcome
- Introduction of new residents - Leslie Hudson
- Board business
 - Approval of prior meeting minutes
 - Tree removal process resolution
 - Parking resolution
 - Longleaf Handbook
- 2020 highlights
- Board committee reports
 - Landscape - Judy Wank
 - ISP - Terry Upton
- Financial report - Bill Lipa
- Social Committee - Peggy Litch
- Traditional events - Christine Haas
- Realtor report - Lisa Priddy
- Changes in directors for upcoming year
 - Recognition of outgoing directors
 - Incoming directors
- Open discussion
- Adjournment

2020 Highlights

- Covid-19's affect on the community
- Highway 354 fence clearing
- Community stats
 - Sales: 18 resales, 2 lots
 - 70% fulltime residents
- Security issues