

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF
LONGBLEAF COMMUNITY ASSOCIATION, INC.**

A regular meeting of the Board of Directors of Longleaf Community Association, Inc., was held at 245 White Oak Road, Pine Mountain, Georgia, on April 15, 2023, at 9:00 a.m.

Present were directors David Adams, Clark Gillett, and John Snelling. Director Michael Hartenstine joined the meeting by speaker phone. By invitation of the board, Tom Shaver was present. Several Association members also were in attendance. Mr. Adams acted as chairman of the meeting.

Mr. Adams first announced the names of new Longleaf residents. He then recommended the resources of the Association's law firm, NowackHoward, for director training.

Mr. Snelling moved that the authorized signatories on the Association's bank accounts be changed to reflect the current officers of the Association. The motion was seconded and unanimously adopted.

Mr. Shaver reported on the status of crack sealing and maintenance of the Longleaf roads. A copy of his April 15, 2023, memorandum to the board regarding pavement preservation is attached to these minutes. He recommended a bid for crack sealing and minor repairs be procured from Pavement Repair Solutions. Upon motion duly made and seconded, the board directed Mr. Shaver to procure the bid.

Mr. Adams led a discussion of homeowner requests to remove trees, followed by a discussion of potential inclusion of Longleaf roads in road courses for future Callaway Gardens running events.

Upon motion duly made and seconded, the board approved the minutes of the March 8, 2023, organizational meeting of the board.

Discussion ensued regarding an Association contact list, locking and unlocking the construction gate, potential Association security cameras within Longleaf, maintenance of Association property, new construction and landscaping within Longleaf, and scheduling future board meetings.

Mr. Hartenstine recommended the NowackHoward retainer engagement agreement be modified to require notification to Nowack Howard by March 20, instead of March 1, of the Association's current officers and directors. Upon motion duly made and seconded, the board authorized Mr. Hartenstine to seek this modification.

Mr. Hartenstine also recommended amending the Association's 2023 annual report to reflect the Association's current officers and directors, which NowackHoward has offered to prepare and file for \$45. Upon motion duly made and seconded, the board authorized Mr. Hartenstine to seek the amendment.

There being no further business, the meeting was adjourned.



Michael Hartenstine
Secretary

Thomas A. Shaver
208 White Oak Road
Pine Mountain, GA 31822
540-315-2283

TO: Longleaf Board of Directors
DATE: April 15, 2023
SUBJECT: Pavement Preservation

In 2021, Longleaf contracted with Wildcat Striping, Sealing and Paving to provide crack sealing of our roads and complete repairs to two damaged areas. At that time, we decided to continue to address any potential water intrusion problems on a bi-annual basis. Subsequently, we contracted with the National Center for Asphalt Technology, based at Auburn University, to complete a survey of our roads and provide recommendations for ongoing maintenance. They agreed with our intention to complete surveys and contract service every other year.

Callaway Gardens has used Pavement Repair Solutions for minor repairs on their roads. By mistake, they actually installed two speed bumps on Longleaf's entry/exit roads that should have been placed along Highland Park's access. David Adams was made aware of the problem and reached out to PRS. They responded quickly and efficiently, removing the speed bumps and sealing the asphalt within just a few hours. David and I observed their workmen and we were both impressed with their professional and efficient work.

We contacted Brad Jordan, principal for PRS and asked him to meet with us on March 29 and provide his opinion on our road status and recommendations for treatment. Terry Upton, David Adams, David Pylant and I participated in the survey. We previously identified a few areas of concern. In his review, he recommended crack sealing throughout and minor repairs in several areas. At that time, he estimated the work would not take more than three days and cost in the neighborhood of \$6,000 to \$7,000.

We have received three positive references from previous PRS customers. They are the City of Manchester, the City of Greenville, and the Muscogee School District. All have indicated that PRS did good work at a reasonable price and were easy to work with.

We recommend the Board approve for us to request a formal bid from PRS to complete the recommended work. We included this work in our Reserve Budget, based on the costs in 2021. The PRS bid will probably be less than half of the anticipated budget.