

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

A regular meeting of the Board of Directors of Longleaf Community Association, Inc., was held at 200 Longleaf Way, Pine Mountain, Georgia, on June 10, 2023, at 10:00 a.m.

Present were directors David Adams, Clark Gillett, John Snelling, and Michael Hartenstine. Also present were the Association members listed on Attachment A to these minutes. Director Sonny Horton was absent. Mr. Adams acted as chairman of the meeting.

1. Welcome and Greetings

Mr. Adams welcomed all those present and identified the following new Longleaf residents: Patricia and Mike Jeffries, Vonda and Thomas McLain, Sharon and Sonny Horton, and Jill and Ben Land.

2. Approval of Minutes

Upon motion duly made and seconded, the board unanimously approved the minutes of the April 15, 2023, regular meeting of the board.

3. Callaway Resort and Gardens

Katherine Wilson gave an update to operations at Callaway Gardens:

- Christopher Lutz will succeed Sonny Horton as vice president/general manager of Callaway Gardens July 1, 2023.
- A new food and beverage director, Nick Vecchio, will start June 26 and a new human resources director, Viedra Sullivan, has been part of the team for 2 months.
- The paving of The Lodge parking lot is complete, and striping and landscaping will be finished soon.
- Chapel Drive within the Gardens will be repaved next.
- The Piedmont Dining Room buffet has been remodeled.
- New restrooms will be constructed at Cason's Garden.
- New street signs have been installed throughout Callaway Gardens with the following color code: red for the Resort, green for the Gardens, and blue for Robin Lake Beach.
- The miniature golf course has new turf.
- There will be live music at the beach every Friday and Saturday from 4 p.m.–6 p.m. and 7 p.m.–9 p.m. during the summer.
- Water tubing is now available at Robin Lake; Connection members receive a 30 percent discount.
- Circus performances are scheduled Thursdays and Fridays at 6:30 p.m.; Saturdays at 3 p.m. and 6:30 p.m.; and Sundays at 3 p.m. throughout the summer, and a

magic show will be offered on Friday nights after the circus performance at 7:15 p.m.

- A fire show by the circus performers will be available at The Lodge fountain on Sunday nights at 9 p.m. during the summer.
- Improvements to, and restoration of, Mountain Creek Lake will be completed this year.

4. Financial Matters

- 4.1. *Budget and Expenses Update.* Mr. Snelling reviewed the Association's financial condition through April 30, 2023. Revenue and expenses are within the budget, and there are no current delinquencies among Longleaf owners.
- 4.2. *New Fidelity Account.* Mr. Snelling explained the accounts in which the Association's operating and capital reserve funds are held at First Peoples Bank and Wells Fargo. The capital reserve funds are held in two separate bank accounts and two certificates of deposit. Due to increases in the Association's capital reserve funds, he said, the \$250,000 FDIC insured limit at each bank either has been or soon will be exceeded.

Mr. Snelling said it has been the practice of the Association board to transfer capital reserve funds from the First Peoples Bank checking account to a capital reserve account annually. He noted the checking account presently included \$30,000 that needed to be transferred to a capital reserve account.

To consolidate the capital reserve funds into a single account and to ensure Association funds held in a bank account do not exceed the \$250,000 FDIC insured limit, Mr. Snelling recommended the Association open a new account with Fidelity Brokerage Services LLC and transfer all capital reserve funds to the Fidelity account.

After discussion and upon motions duly made and seconded, the board by unanimous vote adopted the following resolutions:

Resolved that the Association will open a new account with Fidelity Brokerage Services LLC and that all funds deposited to the account will comprise capital reserve funds of the Association.

Further resolved that all funds in the Fidelity account will be invested exclusively in the Fidelity Government Money Market Fund (SPAXX) or in U.S. bank certificates of deposit approved by the board.

Further resolved that certificates of deposit from any bank issuer will not exceed the amount insured by the FDIC.

Further resolved that the resolutions listed in Section 12 of the Fidelity account application form (a copy of such resolutions being attached to these minutes as Attachment B) are adopted.

Further resolved that the treasurer is authorized and directed to transfer \$30,000 from the Association's bank checking account to the Fidelity account.

Further resolved that the treasurer is authorized and directed to close the First Peoples Bank money market account and to transfer all funds in the account to the Fidelity account.

Further resolved that the treasurer is authorized and directed to close the Wells Fargo savings account and to transfer all funds in the account to the Fidelity account.

Further resolved that the treasurer is authorized and directed to transfer all funds presently invested in certificates of deposit to the Fidelity account upon maturity of each certificate or earlier if the certificate may be redeemed without penalty.

Further resolved that the treasurer is authorized and directed to transfer at least annually from the Association's bank checking account to the Fidelity account funds representing appropriate additions to the Association's capital reserves.

Further resolved that either the Association president or treasurer may transfer funds from the Fidelity account to the Association's bank checking account for the payment of capital reserve expenses.

- 4.3. *Estimated tax payments.* Mr. Snelling stated the Association pays U.S. and Georgia corporate income tax on its interest earnings. To avoid penalties, the Association generally must pay quarterly installments of estimated U.S. tax totaling at least 100 percent of the Association's tax liability for the current year or 100 percent of the Association's U.S. tax liability for the prior year. Because the Association's interest income is less than \$25,000, it is not required to make payments of estimated Georgia tax. The Association's 2022 U.S. income tax liability was \$197. Mr. Snelling recommended the Association make a \$200 estimated tax payment before June 15, 2023, and the treasurer be authorized to make future estimated tax payments as necessary to avoid penalties.

After discussion and upon motion duly made and seconded, the board by unanimous vote adopted the following resolutions:

Resolved that the Association make an estimated payment of U.S. income tax in the amount of \$200 prior to June 15, 2023.

Further resolved that the treasurer is authorized and directed to make future Association payments of estimated U.S. income tax in such amounts as are necessary to avoid penalties for underpayment of estimated tax.

5. IPS Committee

Tom Shaver, chairman of the Road Preservation subcommittee, gave an update on recent street and alley crack sealing and repairs. The subcommittee recommends crack sealing and repairs every 2 years and anticipates repaving in 2035. Terry Upton, chair of the Infrastructure, Pool, and Safety Committee, reported on committee activities since the Association annual meeting. His report is attached to these minutes as Attachment C.

6. Landscape Committee

Judy Jenks, chair of the Landscape Committee, reported on committee activities since the Association annual meeting. Her report is attached to these minutes as Attachment D.

7. Social Committee

Margaret Kee, chair of the Social Committee, reported on the success of the Low Country Boil on May 6, which more than 100 people enjoyed. Bill Griffin was specially recognized for his efforts. The committee's next event will be the annual tailgate party in October.

8. Harris County Sanitation Fee

Mr. Hartenstine reported on the Harris County Sanitation Fee. The fee is \$149 and appears on each homeowner's tax bill. Until 2019, because the City of LaGrange provided trash removal services for Longleaf, the fee was not assessed against Longleaf owners. Outdoor Detail replaced the City of LaGrange in 2019 as Longleaf's trash removal service provider. Unlike the City of LaGrange, which transported trash to its own landfill, Outdoor Detail transports all Longleaf trash to Harris County's solid waste transfer station in Hamilton. This change triggered imposition of the fee.

The fee is assessed against approximately 130 lots in Longleaf, resulting in a total annual charge of approximately \$19,000. In addition, the Association pays Outdoor Detail \$21,600 annually for trash removal.

Section 5-26 of the Harris County Code of Ordinances authorizes the county commissioners to waive the sanitation fee if the Association pays a disposal fee based on the amount of trash deposited at the county solid waste transfer station. The disposal fee is \$65 per ton.

Mr. Adams and Mr. Hartenstine recently met with Randall Dowling, county manager, to discuss waiver of the fee. Mr. Dowling is directing the solid waste department to monitor the weight of Longleaf trash deposited at the transfer station during the month of June. That will provide a benchmark for estimating the annual cost of paying the disposal fee for the actual solid waste generated by Longleaf and comparing that cost to the cost to Longleaf homeowners of the sanitation fee.

Once the board receives the results of the monitoring, it will consider whether to

petition the Harris County Board of Commissioners for waiver of the sanitation fee against Longleaf homeowners for 2024 and subsequent tax years.

9. COVID-19 Sign Removal

Mr. Adams reported the COVID-19 warning signs had been removed from the post office and the pool area. The Georgia law providing liability protection to the Association expired in 2022, and Association counsel advised the signs could reasonably be removed.

10. Tree Removal Procedure

Mr. Hartenstine led a discussion of the Association's tree removal procedures. Since November 2018 the board has assumed responsibility for reviewing and approving owner requests for removing trees in Longleaf, following a delegation by the Callaway Residential Owners Association, Inc., board of "the responsibility of monitoring the landscaping, conduct and aesthetic guidelines as set forth in various documents." The CROA board reserved the right to review and revise any decision of the Longleaf Community Association board.

Mr. Hartenstine made the following points:

- The board receives numerous requests from owners for tree removal. So far this year the board has received requests from 13 owners to remove trees. The board has never refused an owner request. To date the board has approved removal of nearly 275 trees.
- The existing tree removal procedures adopted by the board in March 2021 require approval by a majority of directors for removal of healthy trees, but do not specify any criteria the directors are to follow in making a decision.
- The delegation of responsibility for monitoring landscaping guidelines did not include any enforcement rights.
- Because the board has always granted requests for tree removal, perhaps board involvement is unnecessary, and owners should be permitted to remove trees on their property in their own discretion.
- If the members want board oversight of tree removal, the board should adopt an enforceable rule with designated standards and recommended fines for tree removal without board approval.

Following numerous member comments on tree removal procedures, Mr. Adams asked for a show of hands of those who favored board adoption of an enforceable rule. Most members raised their hands. Mr. Adams then suggested the board survey the entire membership by email to give all members the opportunity to express their opinion on the matter.

11. Member Comments

Mr. Adams advised that Pat Shuman would be emailing an emergency contact form to the members. In case of an emergency where a member could not be reached, the board would contact the person designated as the emergency contact.

Mr. Adams encouraged keeping the construction gate locked at night.

Jeff Register noted the recent use of the Longleaf pool by unauthorized persons and recommended installation of signs indicating the pool is private and limited to Longleaf residents.

Carol Luthman recommended earlier mailing of the July assessment notices.

12. Adjournment

There being no further business, the meeting was adjourned at 11:50 a.m.



Michael Hartenstine
Secretary

Attachment A

JUNE 10, 2023, LCA BOARD MEETING ATTENDANCE

<u>NAME</u>	<u>ADDRESS</u>
Tom Shaver	208 White Oak
Lynn Shaver	" "
Joy Upton	117 Maple Trace
Terry Upton	"
Betty Croll	119 Maple Trace
Judy Jenks	233 White Oak
Jan Pylant	" "
Chris Boyer	221 Longleaf Way
Ed Hudsp	132 LONGLEAF WAY
Leah Hudson	" "
Jeff Register	172 Maple Trace
Julie Register	172 Maple Trace
PAT & Kathy DiDomenico	218 White Oak
BILL GRIFFIN	160 MAPLE TRACE
CAROL LUTTMAN	134 Longleaf
Margaret Kee	149 Redbud Tr
Demetria Dobbs	213 Longleaf
April Smelling	143 Maple Trace
Ken Hres	178 Redbud Trail
Kim BRANDEN/Rona	293 White Oak Rd
Lisa Pound	126 Longleaf
KAY Berard	259 White Oak Rd
LEO Berard	"

MIKE HURST
Larry Crane
Ken Rainer

158 MAPLE TR
211 Longleaf
201 Longleaf

12. Resolutions

Certified Copy of Certain Resolutions Adopted by the Governing Body of the Business Whereby the Establishment and Maintenance of Trading Accounts Have Been Authorized

RESOLVED:

FIRST: That the individual(s) listed on this application hereby are authorized and empowered, for and on behalf of this Business (herein called the "Business"), to establish, maintain, and act on this account (which may be a margin account), and each of them hereby is authorized and empowered for and on behalf of this Business, with Fidelity Brokerage Services LLC and its affiliates (collectively "Fidelity") for the purpose of purchasing, investing in, or otherwise acquiring, selling (including short sales), possessing, transferring, exchanging, or otherwise disposing of, or turning to account of, or realizing upon, and generally dealing in and with any and all forms of securities including, but not by way of limitation, shares, stocks, bonds, debentures, notes, scrip, participation certificates, rights to subscribe, options, warrants, certificates of deposit, mortgages, evidences of indebtedness, commercial paper, certificates of indebtedness and certificates of interest of any and every kind and nature whatsoever, secured or unsecured, whether represented by trust, participating and/or other certificates, or otherwise.

The fullest authority at all times with respect to any such commitment or with respect to any transaction deemed by any of the said officers and/or agents to be proper in connection therewith is hereby conferred, including authority (without limiting the generality of the foregoing) to give instructions (whether oral, written, electronic, or otherwise) to Fidelity with respect to said transactions; to borrow money and securities and to borrow such money and securities from or through Fidelity, and to secure repayment thereof with the property of the Business; to bind and obligate the Business to and for the carrying out of any contract, arrangement, or transaction that shall be entered into by any such officer and/or agent for and on behalf of the Business with or through Fidelity, to pay by checks and/or drafts drawn upon the funds of the Business such sums as may be necessary in

connection with any of the said accounts; to deliver securities and contracts to Fidelity; to deliver securities to and deposit funds with Fidelity; to order the transfer or delivery of securities to any other person whatsoever, and/or to order the transfer of record of any securities, to any name selected by any of the said officers or agents; to affix the corporate seal to any documents or securities to any name selected by any of the said officers or agents; to affix the corporate seal to any documents or agreements, or otherwise; to endorse any securities and/or contracts in order to pass title thereto; to direct the sale or exercise of any rights with respect to any securities; to sign for the Business all releases, powers of attorney, and/or other documents in connection with any such account, and to agree to any terms or conditions to control any such account; to direct Fidelity to surrender any securities to the proper agent or party for the purpose of effecting any exchange or conversion, or for the purpose of deposit with any protective or similar committee, or otherwise; to accept delivery of any securities; to appoint any other person or persons to do any and all things that any of the said officers and/or agents are hereby empowered to do, and generally to do and take all action necessary in connection with the account, or considered desirable by such officer and/or agent with respect thereto.

SECOND: That Fidelity may deal with any and all of the persons directly or indirectly empowered by the foregoing resolution, as though they were dealing with the Business directly.

THIRD: That the officers of the Business be and hereby are authorized, empowered, and if requested by Fidelity, directed to certify:

- (a) a true copy of these resolutions;
- (b) specimen signatures of each and every person by these resolutions empowered;
- (c) a certificate (which, if required by Fidelity, shall be supported by an opinion of the general counsel of the Business, or

other counsel satisfactory to Fidelity) that the Business is duly organized and existing, that its operating documents empower it to transact the business by these resolutions defined, and that no limitation has been imposed upon such powers.

FOURTH: That Fidelity may rely upon any certification given in accordance with these resolutions, as continuing fully effective unless and until Fidelity shall receive due written notice of a change in or the rescission of the authority so evidenced and the dispatch or receipt of any other form of notice shall not constitute a waiver of this provision, nor shall the fact that any person hereby empowered ceases to be an officer of the Business or becomes an officer under some other title in any way affect the powers hereby conferred. The failure to supply any specimen signature shall not invalidate any transaction if the transaction is in accordance with authority actually granted.

FIFTH: That in the event of any change in the office or powers of persons hereby empowered, the officers of the Business shall certify such changes to Fidelity in writing in the manner herein above provided, which notification, when received, shall be adequate both to terminate the powers of the persons theretofore authorized, and to empower the persons thereby substituted.

SIXTH: That the foregoing resolutions and the certificates actually furnished to Fidelity by the Business pursuant thereto be and hereby are made irrevocable until written notice of the revocation thereof shall have been received by Fidelity.

SEVENTH: That the Business and its officers indemnify and hold Fidelity harmless from any claim, loss, expense, or other liability for effecting any transactions and acting upon any instructions given by the officers of the Business.

Form ends here. >>>

Attachment C

1. In January, a pump motor was replaced at the Longleaf pool.
2. In April, the spring pressure washing of the post office area, recreation area and common area bridge was done. The post office porches, columns, and handrails were sealed along with all of the wood components of the common area bridge. Items painted were the top of the porch, step railings at the pool building, and 18 fire hydrants in Longleaf.
3. In May, the LCA Board approved the replacement of all ground lighting around the post office, entrance sign to Longleaf, and the common area leading into Longleaf. The existing ground lighting to be replaced is the original lighting which was installed about 19 years ago. Also in May, the sensor of the salt system in water line #1 had to be replaced.
4. The IPS Committee had two work sessions during the spring. One was in late April when the pool furniture was pressure washed and placed on the pool deck. The other was in late May when mulch was spread on the playground.

Attachment D

LCA Mtg. 6/10/23

1. Waiting to see if we get any free chips for the Commons paths before having a work day. If we don't get any by fall, we will buy chips & have a work day at that time.
2. The Memorial Bench area and the receptions for the families of those who have passed away are being overseen by a subcommittee of the Landscape Committee. Kay Berard and Maureen McAllister are cochairing the committee and have been in touch with the respective families. The reception for Bob Frye & David Pylant will be on July 15 and the reception for Howard Busbee will be sometime in November. Thank you so much to the members of this committee for the important work they are doing.
3. The Landscape Committee would like to continue to beautify the front part of our neighborhood. In addition we are interested in adding plantings to the island in the lower part of White Oak Road. However, that project cannot be started until the construction in that area is complete.
4. Thanks to Betty Croll for planting the pots at the P.O. She George Comer and Jan Pylant are watering the pots. Many thanks.
5. Any questions & concerns, please let us know and we will do our best to address them.

Longleaf Community Association
Written Consent of Banking Resolution – First Peoples Bank

By written consent, the LCA Board of Directors authorizes, effective immediately, the First Peoples Bank of Pine Mountain, Georgia to replace any current account information with the following:

Checking Account

David Adams	President – Complete Account Authority
John Snelling	Treasurer – Complete Account Authority
Tonya King, CPA	Check writing, deposits, account transaction information
Brandy Karamesic	Check writing, deposits, account transaction information

Money Market Account

David Adams	President – Complete Account Authority
John Snelling	Treasurer – Complete Account Authority
Tonya King, CPA	Check writing, deposits, account transaction information
Brandy Karamesic	Check writing, deposits, account transaction information

Signed this 12th day of April 2023:



David Adams – Director/President



Clark Gillett – Director/Vice President



Mike Hartenstein – Director/Secretary



John Snelling – Director/Treasurer



Longleaf Community Association (LCA) Corporate Resolution

By written consent, the Board of Directors of LCA located at 200 Longleaf Way in Pine Mountain GA 31822 authorizes, effective immediately, Wells Fargo Bank of Pine Mountain, Georgia to replace any current account information with the following:

Remove Tom Shaver and Richard Clark Gillett as executive with control of all accounts.

Add the following two officers:

All Accounts Associated with the Longleaf Community Association


David Adams President – Complete Account Authority

John Snelling Treasurer – Complete Account Authority

Signed this 12th day of April 2023:



David Adams – Director/President



Richard Clark Gillett – Director/Vice President



Mike Hartenstein – Director/Secretary



John Snelling – Director/Treasurer

