

**Longleaf Community Association, Inc.
Annual Meeting of Members
Saturday, March 4, 2023, 10:00AM**

Board Attendees: Tom Shaver, President Pamela Pendergrass, Vice President
Clark Gillett, Treasurer David Adams, Secretary

Location: Callaway Lodge & Spa Conference Room Loblolly C & D

Member Attendees: see Attachment A below

Meeting Minutes:

Tom Shaver welcomed everyone to Longleaf Community Association Annual Meeting. Tom asked if there were any nominations from the floor for 2023 Board positions. There being none, Mike Hartenstine & John Snelling were congratulated & welcomed to the 2023 Board.

Sonny Horton advised that the future of the Gardens with Herschend now in control is bright & that the Foundation is on solid footing.

Neighborhood Volunteer Recognitions!

Tom recognized the numerous people in our neighborhood that volunteer, other volunteers are mentioned in committee reports. A huge Thank You to these neighbors who make Longleaf a great place to live & call home.

- Terry Upton – Infrastructure, Pool, & Safety
- Judy Jenks – Landscape Committee Chairs and Members
- Linda Souhrada – Photography Pictures
- Carol Luthman – LCA Board & Longleaf Communications to Community
- Barbara Krywicki – Community Information (non-Longleaf)
- Pat Shuman – Community Directory
- Gail Shoop – Longleaf Memorials
- Christine Haas/Lorraine Berry – New Neighbor Welcome
- Gary Hallowell – Longleaf Website
- Joan Johnson/Pamela Pendergrass – Longleaf Facebook
- Capital Reserve Sub-Committee – Terry Upton, Tom McCann, and Pat DiDomenico

Welcome new neighbors!

Susan Anderson 135 Maple Trace	John & Miriam Lang 325 Dogwood Way	Landy & Kay Thompson 326 Dogwood Way
(Ms.) Bruce Boling 324 Dogwood Way	Jack & JoRhee Pezold 320 Dogwood Way	Tim & Becky Townsend 323 Dogwood Way
Gary Hallowell & Cindy O'Connor 124 Longleaf Way	Micky & Sue Tatum 114 Longleaf Way	

Approval of Minutes

David Adams made a motion to approve December 3, 2022, minutes as previously published. Clark Gillett seconded & the motion passed unanimously.

Tom Shaver highlighted 2022 Accomplishments

- Contracted Road Condition Survey with National Council on Asphalt Technology (NCAT)
- Completed Two Visits to NCAT Test Road
- Rebuilt Pool Bridge
- Installed New Parcel Boxes
- Herschend Family Entertainment Completed Purchase of Resort Assets
- Increased Interest Rates on Reserve Fund CD's
- 8 Home/Lot Sales in 2022

Social Committee

Margaret Kee thanked co-chairs, Patti Hasting, Tracie Lips, Joy Upton for service & noted that Diane Sweat is replacing Patti on this committee. Margaret highlighted events sponsored by the Social Committee:

- Garden Stroll
- Football Tailgate
- Ladies Luncheon at Iron Horse (donated almost \$1k to Harris County Literacy Program)
- Tree Lighting with Santa
- Mrs. Suzy's Ladies Luncheon

Stay tuned for the next event 5pm at the pool on May 6 (rain date May 7)! A "Low Country Boil" for only \$12 per person is to be held by local chef's Mary Louise & Bill Griffin!

Landscape Committee

Judy Jenks thanked all members for their service & noted that long serving member Glenda Darley recently retired from service after some 20 years of great work! Thanks Glenda!

Lance Bedgood	John Hasting	Jan Pylant
George Comer	Leslie Hudson	Lynn Shaver
Betty Croll	Maureen McAllister	
Christine Haas	Ken McCreless	

Judy noted that pine straw application will begin Monday March 6, 2023, weather permitting & should take about 5-6 days to complete. Lance Bedgood oversees this work.

Judy also noted that Gail Shoop has asked the Landscape Committee to oversee the Memorial Bench area & the celebration of life reception. Thanks to Gail for her many years of coordinating this meaningful event. In the future, the Memorial Bench area/event will be handled by a subcommittee consisting of:

Kay Berard Co-Chair	Maureen McAllister Co-Chair	Glenda Darley
Christine Haas	Patti Longgear	Ken McCreless

Judy highlighted the 2022 Landscape Committee accomplishments & plans:

- Planting of crepe myrtles by the east entrance of the pool & several azaleas at the entrances of paths into the commons & the path to the Lodge & Spa. Special thanks go out to those who watered these plants during the hot summer:

Betty Croll	Jan Pylant
Christine Haas	Lynn Shaver
Maureen McAllister	

- Neighborhood common area workdays were a huge success – very well attended with much accomplished. Stay tuned for another common area workday coming this Spring to add more chips to the paths.
- Improvement are planned on the island on the lower part of White Oak Road after construction is complete – let her know if you have any suggestions.

Infrastructure, Pool & Safety Committee (IPS)

Terry Upton thanked all members for their service:

Leo Berard	Tracy Lips	Ray Smith
Martha-Sue Blythe	Carol Luthman	John Snelling
Dennis Croll	Tom McCann	Linda Souhrada
Greg Howell	Jeff Register	Terry Upton
Ed Hudson	Tom Shaver	Don Whiddon

A new subcommittee "Road Preservation" has been added to the IPS committee portfolio. Tom Shaver has agreed to chair this committee.

Terry highlighted 2022 accomplishments:

- Pool bridge repairs in April \$5,318
- Saline system replacement due to lightning strike in August \$2,950
- Install "Entrance" & "Exit" signs in & out of Longleaf in September \$1,089
- Repair storm sewers in November \$2,800
- Purchase & install six (6) unit parcel box at the Post Office in November \$3,000

Terry reviewed 2023 plans:

- The pool will open April 28-23
- Replace all ground lighting around Longleaf entrance & Post Office – reserve fund expenditure estimated cost \$10,000
- Crack fill & road repairs – reserve fund expenditure estimated cost \$18,540
- Sound barrier fence repairs & painting along Highway 354 on East side – reserve fund expenditure estimated cost \$7,500
- Repair sidewalk to pool building entrance \$1,500

Balance Sheet – 12/31/2022

ASSETS

First Peoples Bank – Operating	65,582.78	
First Peoples Bank – Reserves	101,065.61	
Wells Fargo Bank – Reserves	10,664.79	
Wells Fargo Bank – Reserves CD	<u>240,253.27</u>	
TOTAL CASH		417,566.45

Accounts Receivable – Williams	<u>1,457.97</u>	<u>1,457.97</u>
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TOTAL ASSETS		<u>419,024.42</u>
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LIABILITIES & EQUITY

Prepaid Dues	1,718.79	
Accounts Payable	<u>4,411.29</u>	
TOTAL CURRENT LIABILITIES		<u>6,130.08</u>

Members' Equity	31,131.46	
Reserves – General	<u>381,762.88</u>	
		<u>412,894.34</u>

TOTAL LIABILITIES & EQUITY		<u>419,024.42</u>
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Clark reviewed 2022 year ending Operating Fund financials highlighting:

Revenue over budget \$1,864	Expenses under budget (\$2,523)
Primary drivers:	Primary drivers:
Pool repairs over budget \$2,595	Landscaping Tree Removal under budget (\$1,750)
Pine straw over budget \$2,627	Water under budget (\$1,153)

Clark reviewed 2023 Operating Fund budget highlighting:

Expense increase of approximately \$20k over 2022 actuals
Primary drivers:
Outdoor Detail landscaping contract increase of approximately 7% \$9,408
Repairs & maintenance estimated increase of \$2,314
Outdoor Detail garbage disposal contract increase of approximately 7% \$1,992
Tree removal estimated increase of \$1,750
Pine straw estimated increase of \$1,372
Misc other including: water \$904, insurance \$850, & landscaping seasonal color \$801

Clark reviewed 2022 year ending Reserve Account financials highlighting:

Revenue over budget \$1,133	Expenses under budget (\$52,734)
Primary drivers:	Primary driver:
Interest income over \$758	Delay of road preservation efforts
Reserve service area \$375	

Clark reviewed 2023 Reserve Budget highlighting:

Expense increase of approximately \$40k over 2022 actuals
Primary driver:
Repairs & maintenance estimated increase due to Road preservation efforts

Open Discussion

A question was raised asking what benefits Longleaf residents receive for being located within the City of Pine Mountain. There was much discussion both pro & con concerning the benefits residents of Longleaf receive. However, the discussion centered around police & volunteer fire protection as benefits, but it was also brought up that the City of Pine Mountain does not maintain our roads, nor provide water or sewer services.

Additional discussion was held concerning waste disposal. Currently Outdoor Detail provides waste disposal. Fees for waste disposal are included in neighborhood dues. In addition to paying for waste disposal via neighborhood dues residents also get billed for this service via their Harris County taxes. It was noted that Piedmont subdivision use to pay for waste disposal to both Outdoor Detail & Harris County however they were able to get Harris County to discontinue billing for this service since it was not being provided. Longleaf residents asked for the Board to investigate further. No resident seemed interested in having Harris County drive their large waste disposal trucks in the neighborhood possibly causing damage to our roads in addition to compacting the waste, resulting in stained roads. Lastly residents were not interested in having prisoners in the neighborhood picking up their waste.

David Adams thanked President Tom Shaver & Vice President Pamela Pendergrass for their many years of service to the Longleaf Community. Both have willingly stepped forward to do whatever necessary to make this a wonderful community! Thanks Tom & Pamela for a job well done – your efforts are greatly appreciated!

<u>Name</u>	<u>Address</u>	<u>Annual Meeting</u> 3.4.21
David Adams + Teresa	245 White Oak Rd	
Clark Gillett	277 White Oak Rd	
Barbara Gillett	"	
Jeff Reister	172 Maple Trace	
Julie Register	"	
Bruce Thompson	313 Birch Lane	
Don & Beverly Whiddon	39 Dogwood Way	
Tom and Ciddy Bowden	209 Longleaf Way	
BILL & MARY LOUISE GAFFEN	160 MAPLE TRACE	
LINDA MARGI BARDELI AND BOBBI	231 WHITE OAK ROAD	
Nancy LIEDTKE	164 Maple Trace	
Ursula & Rich Wagner	166 Maple Trace	
Dean & Jill Boyer	168 Maple Trace	
John & Peggy Christian	308 Birch Lane	
PAUL & FURS	158 MAPLE TRACE	
David & Berta Pylant	269 White Oak Rd.	
Joe & Jodi Brazell	318 Dogwood Way	
Kim & Rona Brandell	293 White Oak Road	
Carol Antunovic	134 Longleaf Way	
DIAN & KEN McMESS	124 MAPLE TRACE	
AL & Velola Shackelford	128 Longleaf Way	
Bill and Barbara Lipi	212 White Oak Rd.	
Rebecca C France	141 Maple Trace	
April & John Snelling	143 Maple Trace	
Tom & Sherry Roger	131 Maple Trace	
Kim & Tom McCann	143 Maple Trace	
Robert & Ruth K Rywicko	255 White Oak	
Barbara Keyaich	321 Dogwood Way	
Laura Fly	146 Maple Trace	
Lassy & Jane Crane	211 Longleaf Way	
Lorraine Barry	156 Maple Trace	
Lisa Pound	126 Longleaf Way	
Jally Sweet	136 Maple Trace	
Charley & Diane Sweet	207 Longleaf Way	
Ken & Sherri Rainer	201 Longleaf Way	

Attachment A Continued

NAME	ADDRESS	Annual Meeting # APR 09, 2023
GREG & SHARON HOWELL	116 LONGLEAF WAY	
TIM & BECKY TOWNSEND	323 DOGWOOD WAY	
Chris Boyer	221 Longleaf Way	
Janine (Cortez)	241 White Oak	
Patty McConnell	237 White Oak	
Paul & Debbie Taylor	202 White Oak	
George & Karen Cook	301 Loblolly Ct	
Riel & Louise Smith	112 Longleaf Way	
Lisa Kay Beaul	259 White Oak	
Jan Fylant / Judy Jents	233 " "	
Glenda Dinkley	312 Birch Ln	
Gay & Jerry Lepton	117 Maple Trace	
Ashley & Demetria Dobbs	213 Longleaf Way	
Patricia Cullins	315 Dogwood Way	
Bob Bonjer	150 MAPLE TRACE	
Peggy Elder	309 Birch Lane	
Paul & Pamela Henderson	215 Longleaf Way	
Jane & John Wham	208 White Oak	
Kenny Boyd	119 Maple Trace	
William HUGGINS	209 Longleaf Ln	
Suzy Edison	127 Maple Trace	
Margaret Ree	149 Rodrud Trail	

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. This is essential for ensuring the integrity of the financial statements and for providing a clear audit trail. The records should be kept up-to-date and should be easily accessible to all relevant parties.

2. The second part of the document outlines the procedures for handling any discrepancies or errors that may arise. It is important to identify the source of the error and to take appropriate steps to correct it. This may involve reviewing the original documents and consulting with the relevant staff members.

3. The final part of the document provides a summary of the key points discussed above. It is hoped that this document will be helpful in ensuring that all transactions are handled in a consistent and accurate manner.