

ATTACHMENT A

Sign-In Sheet

December 7 LCA Quarterly Meeting

<u>Name</u>	<u>Address</u>
1 Terry Upton	117 Maple Trace
2 Dean Boyer	168 Maple Trace
3 Clark Gillett	277 White Oak
4 Rieman Fly	146 Maple Trace
5 William Lipe	212 White Oak
6 Robert Moultrie	263 White Oak
7 Cheryl Moultrie	263 White Oak
8 Rebecca French	141 Maple Trace
9 SHARON + WESTER LANGER	140 Maple Trace
10 Leslie Hunsaw	132 Longleaf Way
11 George Comer	301 Loblolly Ct.
12 Paul Shoop	309 Loblolly Ct.
13 Jerry Crane	211 Longleaf Way
14 Jane Crane	211 Longleaf Way
15 Jan Pylant	233 White Oak

- 16 Judy Jenks 233 White Oak Rd
17 Glenda Darley 312 Birch Lane
18 Barbara Kaywichi 321 Dogwood Way
19 MARTHA-SUE BLYTHE 304 LOBLOLLY COURT
20 MIKE NURST 158 MAPLE TRACE
21 SHERRI RAINER 204 WHITE OAK
22 Tracy Lips 235 White Oak
23 Ben Land 137 Maple Trace
24 Pede Burt 257 White Oak Rd.
25 Carol Luthman 134 Longleaf way
26 John Snelling Maple Trace

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ATTACHMENT B

Longleaf Community Association 2025 P&L Budget

FINAL 5 Dec 2024

	2025 Budget												Total
	January	February	March	April	May	June	July	August	September	October	November	December	
Operating Fund													
Revenue													
Service area assessments	154,496	0	0	0	0	0	0	0	0	0	0	0	308,992
Late fee income	0	0	0	0	0	0	0	0	0	0	0	0	0
Total revenue	154,496	0	0	0	0	0	0	0	0	0	0	0	308,992
Expenses													
Accounting fees	575	575	575	1,135	575	575	575	575	575	575	575	575	7,460
Legal fees	0	2,100	150	500	0	0	0	0	0	0	2,000	0	5,750
Insurance	0	0	0	0	0	0	0	7,652	0	0	4,016	0	11,668
Pool - operations	320	320	400	320	320	400	320	400	320	320	400	320	4,160
Pool - phone	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Pool - repairs	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Pool - supplies	125	125	125	125	125	125	125	125	125	125	125	125	1,500
Landscaping - contract	11,950	11,950	11,950	11,950	11,950	11,950	11,950	11,950	11,950	11,950	11,950	11,950	143,400
Landscaping - improvements	150	150	150	150	150	150	150	150	150	150	150	150	1,800
Landscaping - seasonal colors	0	0	450	0	0	450	0	0	450	0	0	450	1,800
Landscaping - pine straw	0	0	64,000	0	3,250	0	0	0	0	0	750	0	70,500
Landscaping - irrigation	0	0	500	0	250	0	0	0	250	0	0	0	2,000
Landscaping - tree removal	0	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	10,000
Water	500	100	100	100	100	220	220	220	100	100	100	100	2,088
Taxes and licenses	0	0	30	0	0	0	0	0	60	0	0	0	90
Electricity	900	900	900	950	950	950	950	950	900	900	900	900	11,100
Garbage disposal	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	1,800	21,600
Janitorial services	247	200	247	220	280	280	346	280	280	247	200	200	3,107
Repairs and maintenance	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	20,040
Pest control	0	0	0	415	65	65	65	65	65	0	0	0	740
Webside	10	10	10	10	10	10	10	10	10	10	10	10	120
Printing and office supplies	50	0	50	0	0	0	0	0	50	0	0	0	200
Postage and box rent	110	110	15	15	15	15	180	15	15	15	15	15	535
Board Meetings	500	0	0	0	0	0	0	0	500	0	0	0	1,500
Total expenses	19,307	21,410	84,522	20,760	22,910	20,060	21,245	27,328	20,340	20,795	26,108	21,165	325,950
Income/(loss) from operations	135,189	(21,410)	(84,522)	(20,760)	(22,910)	(20,060)	133,251	(27,328)	(20,340)	(20,795)	(26,108)	(21,165)	(16,958)
Reserve Fund													
Revenue													
Reserve Service Area	19,182	0	0	0	0	0	19,182	0	0	0	0	0	38,364
Interest Income	1,635	1,635	1,635	1,635	1,635	1,635	1,635	1,635	1,635	1,635	1,635	1,635	19,620
Total revenue	20,817	1,635	1,635	1,635	1,635	1,635	20,817	1,635	1,635	1,635	1,635	1,635	57,984
Expenses													
Takes	0	0	0	3,225	0	1,200	0	0	1,200	0	0	1,200	6,825
Repairs and maintenance	0	0	16,650	0	0	0	0	0	7,500	0	0	0	24,150
Total expenses	0	0	16,650	3,225	0	1,200	0	0	8,700	0	0	1,200	30,975
Income/(loss) reserve fund	20,817	1,635	(15,015)	(1,590)	1,635	435	20,817	1,635	(7,065)	1,635	1,635	435	27,009
Total income/(loss)	156,006	(19,775)	(99,537)	(22,350)	(21,275)	(19,625)	154,068	(25,693)	(27,405)	(19,160)	(24,473)	(20,730)	10,051
Fee Calculation													
Operating	325,950	319,881	6,069										
Current year expenses	(16,958)	(11,541)	(5,417)										
EOY Operations Budget Surplus	308,992	308,340	652										
Total	136	135	1										
Lots	2,272	2,284	(12)										
Annual operating fees/lot	278	266	12										
Reserve/lot	2,550	2,550	0	< Annual Inc (Dec)									
Total annual fees/lot	1,275	1,275	0	< Semi-Ann Inc (Dec)									

	2025	2024	Change
Operating	325,950	319,881	6,069
Current year expenses	(16,958)	(11,541)	(5,417)
EOY Operations Budget Surplus	308,992	308,340	652
Total	136	135	1
Lots	2,272	2,284	(12)
Annual operating fees/lot	278	266	12
Reserve/lot	2,550	2,550	0
Total annual fees/lot	1,275	1,275	0

ATTACHMENT C

Infrastructure, Pool, and Safety Committee Report

1. A top priority for the IPS Committee during the 4th quarter was the committee's preparation of its portion of the 2025 LCA budget.
2. In October, a pipe ruptured in the pool pump room. Water accumulated and covered the two pool pump motors. Repairs to the plumbing and replacement of the two pump motors were \$2,000.
3. Later in October, the internal components of all three toilets at the pool bathrooms were replaced at a cost of \$376.
4. The AED was also relocated in October from the pool building to the post office back porch.
5. In November, improvements were identified as needed at approximately 15 storm drain locations around Longleaf. The main objective was to build up the stone at the runoff area from the asphalt to the storm drain to prevent the asphalt from breaking off at the edges. The LCA Board approved this project since the scope of work was more than originally budgeted for 2024. There were sufficient funds remaining in the Repair and Maintenance account to cover the additional expense.

ATTACHMENT D

REMARKS TO LONGLEAF COMMUNITY ASSOCIATION December 7, 2024

The Landscape Committee has accomplished the following since our Longleaf Community Association meeting in September:

The Committee met on September 20 to review the Tree Removal/Replacement Rule with Mike Hartenstine and were asked to make any recommendations regarding the Rule to the Board of Directors. We also were charged by the Board with providing a list of approved trees that could be used to replace those that might be removed and sent Approved Tree Lists to the Board in mid October.

On November 2 the Committee had a work day to spread mulch on the paths, prune dead & dying shrubs, plant ferns and do a general clean up in the Memorial area. The turn out of Longleaf neighbors was great and everyone worked very hard for almost two hours. All the paths were given a good covering of mulch and we still had a pile left to use in the future or for neighbors to claim if they need any. Many thanks to all who came out and supported our efforts. The Commons looked wonderful when we finished and it took Outdoor Detail two days to clear all the stacks we had made. Many thanks to Keith Pendergrass for arranging for Longleaf community to receive mulch from the city when they cut trees.

Pine straw was applied to the front entrance and Post Office areas the week before Thanksgiving. A full application to all Longleaf residences is scheduled for the first week of March, weather permitting. We will keep you updated on that process.

Outdoor Detail is currently pruning on the east side of Longleaf.

Please thank the following members of the 2024 Landscape Committee for their service:

Betty Croll, our longest serving member, is invaluable to the Committee for her knowledge of Longleaf and the trees, shrubs and plants that thrive best in our beautiful community.

Kay Berard & Maureen McAllister - Memorial Bench & Celebrations of Life

Patti Hasting, Leslie Hudson & Lynn Shaver - Outside Post Office decor

John Hasting resigned during the summer for business reasons but oversaw the residential pine straw application last Spring

George Comer, Peggy Elder, Ken McCreliss, Jan Pylant and Sherri Rainer - complete our Committee and do whatever is needed whenever called upon for ideas and hard work.

Please call on me or any of these wonderful people if you have questions about your yard or concerns about the neighborhood.

Questions?

ATTACHMENT E

LONGLEAF COMMUNITY ASSOCIATION, INC. RULE GOVERNING TREE REMOVAL/REPLACEMENT

Purpose

This Rule ensures sustainable tree stewardship, maintaining Longleaf's native landscape in compliance with the original Design Guidelines. Owners hold responsibility for tree growth and removal on their lots with a focus on tree replacement and the restoration of the landscape along front and side yards facing a street.

1. Definitions

Large Tree: A "Large Tree" is a tree with a circumference of over 15" measured 4.5 feet above ground (Exhibit 1) or any replacement tree previously planted under this Rule, regardless of size.

Street Yard: A "Street Yard" means a front or side yard facing a street. For clarification, an alley is not a street. The length of the Street Yard for purposes of calculating the Large Tree Threshold is measured from property line to property line or to an intersecting street or alley.

Large Tree Threshold: The "Large Tree Threshold" is the minimum number of Large Trees (or existing trees that will grow into Large Trees) along a Street Yard for tree replacement prioritization. (Exhibit 2)

Other defined terms: Words and phrases used in this Rule that are defined in the Longleaf Declaration or By-Laws have the same meaning as used in those documents.

2. Approval Requirement

Except in emergencies (paragraph 8), no Large Tree (healthy or unhealthy) can be removed without prior Board approval. Trees not classified as a Large Tree may be removed without approval.

3. Application Process

Owners must submit a Board-approved "Longleaf Tree Removal/Replacement Application," including:

- Photos/sketches of site showing all trees to be removed
- A replacement Plan for *each* Large Tree removed (or compelling justification for not)
- Certified arborist consultation, if needed (optional)

Note: Trees identified for removal should be physically marked for identification (tape, string, etc.).

4. Replacement Tree Requirements

- Every Large Tree removed must be replaced, but does not have to be in the same location.
- Replacements should prioritize the Street Yard if the Large Tree Threshold (Exhibit 2) is not met.
- Replacement trees must adhere to the Approved Tree List (Exhibit 3).
- Replacement trees must be at least 5 feet tall at planting.
- Replacement trees must be planted within 180 days of approval of Application.

Note: Compelling justifications for exceptions to the above requirements may be submitted with the Application. Examples of compelling justifications may be, but are not limited to:

- *The Street Yard is too small to reasonably accommodate an additional Large Tree.*
- *The tree proposed for removal is located within a stand of other trees such that the absence of the removed tree would be insignificant.*
- *A certified arborist has recommended removal of the tree to promote the growth of surrounding trees.*
- *A proposed replacement tree, not on the Approved Tree List, is adaptable to the natural conditions found at Longleaf and is otherwise reasonably similar to a tree listed on the Approved Tree List.*
- *A different replacement timeline is necessary for a particular reason (e.g., construction).*

5. Landscape Committee Review

The Board will refer completed Applications to the Landscape Committee. At least three members will conduct a site visit, review each Application for compliance with this Rule, and provide *non-binding* recommendations to the Board within 15 days of referral.

6. Criteria for Board Approval

- The number and location of Large Trees on the lot
- Whether the replacement Plan complies with the requirements of this Rule
- Acceptable compelling justifications for exceptions to this Rule

7. Board Approval

The Board will issue a final decision within 30 days of receipt of the completed Application. Board approval may be subject to conditions set forth in the approval. Review of and decisions on Applications may be made on behalf of the Board by any three Longleaf Association officers, each of whom is authorized to express in writing Board approval or disapproval of the Application. The signature of any Longleaf Association officer attesting to such approval or disapproval is sufficient to evidence the decision made by three Longleaf Association officers with respect to the Application and is binding on the Board.

8. Emergency Tree Removal

Owners may remove Large Trees without prior approval in emergencies, but must notify the Board immediately and:

- Submit an Application for replacement within 60 days,
- Identify on the Application the removed Large Trees via photo or sketch, and
- Propose a replacement Plan that reasonably conforms to the requirements of this Rule.

Note: Examples of an emergency include, but are not limited to, Large Trees (a) fallen by storm or other casualty, (b) jeopardizing nearby buildings due to damage from recent weather conditions, and (c) posing an immediate threat to underground utility lines.

9. Violations and Fines

Violations of this Rule are subject to the sanctions set forth in Section 6.2 of the Declaration, including fines and suits for enforcement. Examples of violations include, but are not limited to, the following:

- Removal of a Large Tree without the submission of a completed Application for such removal (except as permitted by paragraph 8 of this Rule)
- Removal of a Large Tree following submission of a completed Application but before notice of Board approval of the Application (except as permitted by paragraph 8 of this Rule)
- Failure to plant replacement trees in the manner set forth in the approved Application

Fines of up to \$2,500 may be imposed for each violation. Each removal of a Large Tree except in compliance with this Rule and each failure to plant a replacement tree required by an approved Application constitutes a separate violation.

Attachments

- Exhibit 1: Measuring Trees (Angled, Multi-Stemmed, Split Trunks)
- Exhibit 2: Large Tree Threshold (Number of Trees per Yard Length)
- Exhibit 3: Approved Tree List

Exhibit I

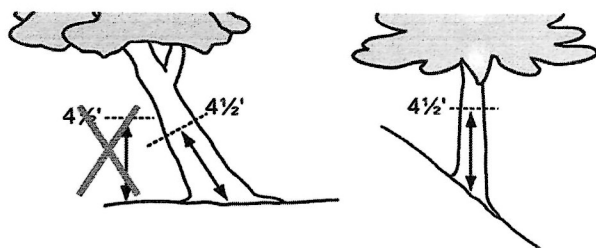
Measuring Trees

Trees should be measured at 4.5 feet above the ground. If the tree has a branch or a bump at 4.5 feet, the circumference should be measured slightly below or above the branch/bump.

Measuring Trees at an Angle or On a Slope

When the trunk is at an angle or is on a slope, the trunk is measured at right angles to the trunk 4.5 feet along the center of the trunk axis. See Figure 80-5.

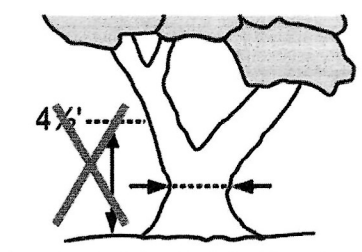
Figure 80-5
Measuring Existing Trees with an Angle or on Slope



Measuring Trees with a Split Trunk

When the trunk branches or splits less than 4.5 feet from the ground, measure the smallest circumference below the lowest branch. See Figure 80-6.

Figure 80-6
Measuring Split Trunk Tree



Measuring Multi-stemmed Trees

For multi-stemmed trees, measure the circumference of all the trunks. Then add the circumference of the largest trunk to one-half the circumference of each additional trunk. See Figure 80-7.

Figure 80-7
Measuring Multi-stemmed Trees

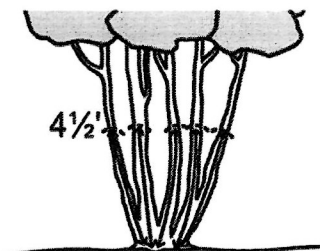


Exhibit 2

Large Tree Threshold

The "Large Tree Threshold" depends on the length of the Street Yard and is defined as follows:

If the Street Yard length is

Less than 75 feet

At least 75 feet but less than 100 feet

At least 100 feet but less than 125 feet

At least 125 feet but less than 150 feet

At least 150 feet but less than 175 feet

At least 175 feet

The Large Tree Threshold is

Three

Four

Five

Six

Seven

Eight

Exhibit 3

Approved Tree List

Plants in **bold** print are from Approved Lists by Callaway. *Indicates Native Species

LARGE DECIDUOUS CANOPY TREES – These trees reach a height of 40 feet or above. When planting a large canopy tree, be aware that roots will extend beyond the drip line of the canopy. Use caution about planting too close to the house, roads, alleys, and sidewalks.

- ***American Beech - *Fagus grandiflora***
- ***American Yellowwood - *Cladrasis lutea***
- ***Bigleaf magnolia - *Magnolia macrophylla***
- ***Black gum (Tupelo) - *Nyssa sylvatica***
- ***Ironwood/American hornbeam - *Ostrya virginiana***
- ***Maple, red - *Acer rubrum***
- ***Maple, southern sugar - *Acer barbatum***
- Maple, Japanese - *Acer palmatum ssp***
- Maple, trident - *Acer buergeranum*
- Oak, overcup - *Quercus lyrata*
- ***Oak, scarlet - *Quercus coccina***
- ***Oak, Shuman - *Quercus shumardii***
- ***Oak, southern red - *Quercus falcata***
- ***Oak, white - *Quercus alba***
- ***Oak, willow - *Quercus phellos***
- ***River birch - *Betula nigra* “dura heat”**
- ***Sassafras - *Sassafras albidum***
- ***Sourwood - *Oxydendrum arboreum***
- ***Tulip poplar - *Liriodendron tulipifera***
- ***Winged elm - *Ulmus alata***

EVERGREEN TREES – These trees vary in height from 10 feet to 50+ feet.

- ***American holly - *Ilex opaca***
- Atlenuata holly - *Ilex attenuate* (x *opaca* & *casine*)
- ***Cedar, eastern red - *Juniperis virginiana***
- *Cedar, southern red - *Jupineris silicicola*
- ***Hemlock - *Tsuga canadensis***
- *Little Gem magnolia - *M. grandiflora* “Little Gem”

EVERGREEN TREES (continued)

*Loblolly pine - *Pinus taeda*

*Longleaf pine - *Pinus palustris*

*Needle palm - *Rhapidophyllum hystrix*

Nellie R. Stevens Holly - *Ilex x Nellie R. Stevens*

Sweet bay/Swamp magnolia - *Magnolia virginiana*

Arborvitae

SMALL or FLOWERING TREES – These trees reach heights of 10 feet to 40 feet.

*American snowball - *Styrax americanus**

*Carolina silver bell - **Halesia diptera*, **H. virginiana*

Callaway flowering crabapple - *Malus x callaway*

Crepe Myrtle - *Lagerstroemia* ssp.

Common fig - *Ficus carica*

Dogwood - **Cornus florida* (Flowering dogwood); *C. louisiana* (Kousa dogwood);

***C. mas* (Cornelian cherry)**

*Eastern Redbud - *Cercis canadensis*

Franklinia - **F. alata*

*Fringe tree - **Chionanthus virginicus* (Grancy Gray Beard)

*Georgia fever tree - *Pinckneya pubens*

*Hawthorn - *Crataegus opaca* (Mayhaw)

Hornbeam - **Carpus caroliniana* (American); *C. betulus* (European)

Japanese maple - *Acer palmatum* ssp.

*Mountain camellia - *Stewartia ovata*

*Red buckeye - *Aesculus pavia*

*Serviceberry/Juneberry - *Amelanchier arborea*

*Silky stewartia - *Stewartia malacodendron*

*Witch hazel - *Hamamelis virginiana*

ATTACHMENT F

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ATTENDEES

JANUARY 11, 2025 MEETING OF THE LCA BOARD OF TRUSTEES

NAME	LONGLEAF ADDRESS
1. Julie Wagner	172 Maple Trace
2. Teresa Adams (David)	245 White Oak Rd
3. Bill Lise	212 WHITE OAK
4. Pele Boett	257 White Oak
5. Sonny & Sharon Horton	131 Maple Trace
6. Suzy Eidson	127 Maple Trace
7. Bill & Marylou Griffin	160 M.T.
8. MARTHA-SUE BLYTHE	304 Loblolly Ct
9. Tom Shaver	208 white oak Rd.
10. Deane Boyer	169 Maple Trace
11. Jim Peare	223 Longleaf Way
12. Eddie Davis	322 Longleaf Way
13. Betty Crall	119 Maple Trace
14. Pat & Danni	218 White Oak Rd
15. Ken Rainer	204 White Oak Rd.
16. Sherri Rainer (had to stay home to do housework)	180 REDWOOD TRAIL
17. MIKE JEFFRIES	313 Birch Lane
18. Bruce Thompson	

(over)

- 18 Cindy O'Connor 124 Longleaf Way
 19 Gary Hollowell 124 Longleaf Way
 20 ED HUDSON 132 LONGLEAF WAY
 LESLIE HUDSON 132 LONGLEAF WAY
 21 Ursula Wagner 166 Maple Trace
 Richard Wagner 166 Maple Trace
 22 BARBARA Keywida 321 Dogwood Way
 23 Gail Swoop 302 Loblolly
 34 Peggy Elder 309 Birch Lane
 25 Carl Luthman 134 Longleaf