

**Longhill Station Homeowners' Association**  
Board of Directors Annual Meeting  
Minutes  
Date: September 6, 2023

6:00 pm: The meeting was called to order by President, Rhonda Gibbs.

Board members present: Rhonda Gibbs (President), Stephen Drakes (Vice President), Tela Thomason (Treasurer), and Angie Berger (Secretary).

Angie Berger made a motion for the approval of the June 7, 2023 minutes. Stephen Drakes seconded the motion.

Old Business

ARC position is still vacant. However, the pool committee position was filled by Sonja Winnington.

The Grounds Committee is led by Adam Zuchara. Paint supplies were purchased for him to refresh spaces by the pool and all the stop signs. He also repaired the lifeguard chair and the Board will assess the wear of it, to see if it is still in good condition or if a new one should be purchased.

Pool pass distribution was able to be held in the LHS neighborhood, due to the effort of volunteers. Stacy Honey (Evernest Property Manager for LHS) already has the 2024 pool passes printed out.

All special events (July 4<sup>th</sup> celebration, kid's movie night, and adult night) were very successful and led by Sonja. However, the 2024 budget will need to reflect inflation costs and will need to be increased for July 4<sup>th</sup> expenses.

Liens have been placed on homes that have been delinquent in their HOA dues.

New Business

Tela Thomason gave the Treasurer report for LHS. She is working on a proposed budget for 2024. There will be additional contract and website costs, with an estimated 2% increase, due to inflation. Stacy Honey also reported that Evernest will be raising their rates by 3% in 2024. Tela also reported that LHS is overdue for a Reserve Study. This is a 5 year study that looks over a community's pool, ponds, electrical, etc. This study will cost \$2,730, but can be covered by the capital reserves.

The pool was vandalized and had trespassers on at least two occasions. Sonja reported that she looked at the back gate lock and thinks that maybe it can be reattached. She will report to the Board about what needs to happen. It has been secured with a lock and chain until it can be fixed.

All BMP work has been completed and within the timeline to receive the JCC grants.

The Grounds Committee (GC) has painted the overflow at the pond at Blue Ridge Ct. The GC also reported that the pool deck is cracking and caving. However, the Board would like to wait until after the Reserve Study to view their recommendations. The GC also inquired about the LHS streets cracking. Rhonda contacted VDOT and the roads are considered secondary and not on schedule for repair. There was also a discussion about the street lights in the community and who is responsible for trimming branches away, for better illumination. Further discussion will be held about this.

The discussion was held about the monthly mailings sent out by Evernest. If a homeowner doesn't fully register on Appfolio to only receive electronic communications, then Evernest still sends out a mailing. This is costing about \$300 to \$400 a month. Instructions on how to set up paperless notification is on the LHS website and Appfolio.

The pool parking lot needs to be resurfaced with seal coating, and painted. Tela has sought bids from four companies and is still waiting for some of the bids to come back. This will probably cost \$2,500 to around \$3,000.

Continental Pools (CP) forwarded pool recommendations, since the last updates were in 2017. A winter service agreement was also advised. Stacy advised to delay some pool updates until after the Reserve Study is completed to see their findings, and then it can be budgeted out.

Stacy will contact Solitude to get the pond pump working.

The Board positions will conclude October 2023. LHS will be accepting nominations.

#### Homeowner's Forum

Tela Thomason inquired about the next walk through that should take place in the fall. Stacy will notify the Board of her schedule.

Stephen Drakes asked Stacy about liens and what that means for homeowners. Stacy informed that liens were placed on those who had delinquent HOA fees. Once that is turned over to collections, Evernest turns that case over to the Legal department. However, there may still be a grace period and it is recommended to contact Evernest to inquire about a payment arrangement, with approval from the Board. She also mentioned services provided by Affordable Housing, for those with financial hardships.

6:35 pm: Rhonda Gibbs made a motion to go into Executive Session. Stephen Drakes seconded the motion.

The Board voted to delay CP recommendations for upgrades until after the Reserve Study is completed. However, the Board did vote to approve the Winter Service Agreement. Stacy will inquire about the completed work for the gasket and lid that CP repaired on the pool pump.

The 2024 CP contract was reviewed. There were ideas on how to cut down costs and the Board will work out those items and send to CP with updates.

Tela is waiting on two more bids for the pool parking lot resurfacing before the Board can vote. Once all quotes are received, the Board will vote via email about the whether to approve the work, and which company is selected.

The Board approved the Reserve Study. This will cost \$2,730 but will come out of the capital reserve funds.

The Fall walk-through will be completed on October 25<sup>th</sup> and 26<sup>th</sup>.

Next meeting will be tentatively scheduled for October 16<sup>th</sup>. Elections will be sent out by Evernest, and will accept proxies until Friday, October 13<sup>th</sup>.

7:33 pm: Rhonda Gibbs made a motion to adjourn the meeting. Tela Thomason seconded the motion.