

THE HIGHLANDS BOARD OF DIRECTORS MEETING

6/12/25

Castleberry Room at the Reserve 6:30pm

6/12/2025

Minutes of the Meeting

- I. Welcome
Meeting begins 6:32pm
- II. Approval of April 10th, 2025 Board Meeting Minutes Accepted
- III. Presidents Report
-Ed Dentel is no longer on the board for personal reasons
-Carolyn Lizik was appointed as a board member until September, 2025's annual meeting. Carolyn will be the secretary.
-Jim will shift to the Director position.
-Jim and Carolyn position shift voted on unanimously.
- IV. Treasurer's Report:
Open funds \$145,904; reserve funds \$1,089,000
- V. Management's Report:
-The process of installing Wifi at the playground lot has begun.
-8400: David working with contractors to finish up painting. The roof was replaced at Pool house/ gutters up (installation was initially an issue which will be fixed), siding has been repaired and cleaned. In addition, we will be getting a bid for painting underneath the building as well as the additional building on the pool deck.
-Trex boards need to be properly secured for a safety issue and will be repaired.
-Pool: 75% completion, work is expected to be wrapped up by the 20th of June.
-Bike rack needs relocation due to wear-and-tear on the deck. Suggestions on where to move it include the parking lot close to the Handicap spot.
- VI. Committee Reports:
 - A. Landscaping
-Great job, under budget
 - B. Pool Committee
-384 total memberships this year. 2024 was 362.
-Questions about joining the pool, so additional memberships are expected.
-Bathrooms to be completed by the 20th. Company agrees with the Pool committee on things to fix and will fix them. No complaints otherwise. New canopies are coming, no installation date currently.
-Issue with under 18 year olds bringing in guests- sign in system for minors bringing guests. Permission from parents using a waver system has been implemented.
Lifeguards are clamping down on rough housing and inappropriate language.
-The concrete repair by the old single slide is unacceptable. The company says they will powerwash it to fix it.
-SnackShack will be unfinished in that the plumbing will be visible. Drywall will be behind the plumbing. Possibly a false counter can hide it.
-Thoughts of putting in a larger gate for egress.
 - C. ARC Committee
-Challenge the last year and a half with only 3 people on the committee.

- 22 new projects, 18 of those have been viewed and sent to homeowners.
 - Sam will help get the process moving faster.
 - Roughly 350 projects were decided on this last year. 40 projects failed. Currently have 260 projects left to examine from 2024/2025. Only 10% asked for a resubmission. Denials were for lack of information.
- D. Strategic Planning Committee
- Interior renovation project complete except final inspection: 1 item was rejected: floor finish. Floor looked not level, the finish magnified the ripples. The solution is to redo the floor and the company has assumed that responsibility. Refinishing begins Monday. No one will be allowed on the floor for one week for refinishing.
 - Suggestion of an open house or ribbon cutting for 8400 & Pool facility which should happen during pool season.
 - In order to close out a special inspection must be done by a 3rd party engineer to make sure welding and structural elements are correct. This will come at an additional cost: estimates between \$1,000 and \$1,500.
 - We need to decide what the main purpose of the 8400 building will be. Community input is suggested and we will present ideas at the annual meeting.
 - Idea to bring in Chesterfield County to help us manage security and use the building as a resource center.
 - Need to discuss furniture more dependent on needs.
 - John designing 3 logos to potentially vote on for an updated logo for our community.
 - Hopes to initiate a change to change the lake name from First Branch to Highlands Lake or something akin.
 - Will stairs be refurbished down to the lake? Sam getting quotes on re-doing rotted wood on dock. It needs to be evaluated for safety.
 - People jumping in by the cosway. It is estimated to be 16 feet there.
 - On back side of building facing the pool - the 2 lights on a timer are attracting bugs and making the new paint job look terrible. We are looking to turn off lights at night because they are not related to security. A mosquito treatment was given today. Julie plans to call again in 2 weeks to have them come out and get an additional treatment.
- E. Social Committee
- 4th of July parade needs assistance. Additional volunteers will be helpful. Carolyn will text Catherine tonight for more details.
- F. Lakes & Trails Committee
- Swift creek trail: Eagle Scout may start marking trails.
 - Gate for boat ramp: not easy to get responses. Waiting on a partial bid. Once bids are complete they will be sent to Sam. Looking into physical cards to issue or a keypad.
 - Working on an evaluation of depths of the lake. This will happen next spring. If low water is going over the spillway no one would be pumping water out of the lake. By state law, no pumping is allowed to happen if there is low water. 3 weeks of the month, no water went to the spillway (golf course irrigation an issue). This shouldn't be an issue this year as long as there is a drought but tabs must be kept on it to avoid a major issue.
- G. Clubhouse Committee
- Jeff Milner
 - Clubhouse Furniture: Reviewed furniture that was currently in there - if a minor repairs could be made it was. 3 permanent tables: the manufacturer went out of business but a new company is able to make the same tables. Top rec to replace

the chairs with a padded chair (20 chairs). Buy 2 tables to make 5 tables and purchase 20 chairs. Price for padded and wooden seat quotes available. In addition, the rugs need to be replaced (3).

Buffet tops need to be refreshed and adding a glass top (or a cloth runner to protect it). Glass top is roughly \$100 a piece. Wicker furniture on the porch will be replaced. Additional stackable chairs will be added. Umbrella stands needed and a large cabinet for storage as well as a storage cabinet in the mop closet. In agreement to complete most of these requests. Best way to complete this is to do a reimbursement. Taking a look at where we are pulling money from (which accounts) to do it correctly.

-Lake Margret clubhouse needs power washing.

Sealing of parking lot needs to be completed.

VII. Old Business:

- A. Dam work continues – Working on EAP, Certificate.
- B. Pool repairs – Work almost completed
- C. Power box installed at the pavilion for security
- D. 8400 building repairs completed
 - 1. Roof/Gutters and Siding repaired and painted

VIII. New Business:

- A. A. Reviewing Reserve study for capital repairs- Board wanted to look at capitol to make sure we are on track for the year.

IX. Member Voice:

X. Executive Session: None

XI: Adjournment: 8:00 pm

Next meeting September 18, 2025