

**SOUTHERN VILLAGE HOMEOWNERS ASSOCIATION, INC.**  
**Minutes of Board Meeting Held September 12, 2007**  
**In the Library , Christ United Methodist Church**

Present: Board Members Tony Smith (chair), Bob Callanan, Jeremy Purbrick, Bill Riggs, Dick Lowe  
HRW Debbie Edson

With a quorum established, the meeting was called to order at 7:00 PM.

There were two speakers to address the Board during open commentary. Rosemary Waldorf spoke for Market Street Association to request \$23,250 from the HOA (half of her estimated costs for Market Street special events on the green in 2008). She provided a list of the events hosted in 2007. After brief discussion, the Board decided it would take under advisement during upcoming budget planning for 2008.

Mary Hughes and Maurice Brookhart spoke to request waiver for a clothesline in the back yard of 409 Parkside Circle, presented as an appeal from a denial by the ARB Committee. Pursuant to discussion, the Board in a 4 to 1 decision voted to accommodate the owners as to the clothesline on a conditional, limited and temporary basis; ARB Chair, Bill Riggs, voted against the decision.

The minutes of the July 18, 2007 Board meeting were approved.

- 1. Treasurer's Report:** Bob Callanan reported the June and July, 2007 financials were in order with minor adjustments and ready for posting on the web and that the August financials were delayed a bit and would be posted at a later date. Bob led a preliminary and general discussion of the budget process for 2008, commenting the budget proposed would likely be similar to that of 2007.
- 2. ARB Report:** Bill Riggs reported there were five applications for approval with three denied and two approved. He also reported the schedule for future committee meetings will accommodate committee members and applicants.
- 3. Townhomes Report:** Dick Lowe reported the reaffirmed policies and procedures for exterior town home maintenance sent to all owners August 1, 2007 and posted on the website were having a positive effect on owner understanding of the HOA responsibility under the Covenants as well as their responsibility as owners. Townhomes II painting/wood trim maintenance has been completed by Atlantis Painting doing a very good, professional job; this company appears to be a much better vendor for future townhome needs. A Townhome I mulching project is also complete. In general, townhome needs are currently up to date. Reserve fund balances will be reviewed at upcoming Southern Village Townhome Committee meeting with later recommendation to the Board of any needed fee revisions. After discussion, the Board instructed Dick Lowe to take the lead on resolving an owner complaint pursuant to a delinquent account.

4. **Manager's Report:** The report is attached for full details. General discussion of a proposal by EcoScapes to address a needed repair of a bike/walking path behind the tennis courts at an estimate of \$1,800 resulted in a decision to have the estimate revisited, the consensus feeling being the work should have been included in prior work done. (Since, EcoScapes has done the essential work at no cost).
5. **Trees, Ponds & Parks Report:** In further discussion of items in the Manager's Report, requests were approved for signs (at minor costs) in Market Park, Edgewater Park and Highgrove Park and the Board took under advisement a request for a special sign at Edgewater Park with Jeremy to take the lead in assessing the need.
6. **Other Business:** Additional preliminary discussion of the 2008 budget recognized it would closely follow 2007 subject to increased costs in new maintenance contracts (the Board being aware of these) and it would be affected by any change in contributions to Market Street Association, change in management costs or other needs. The nominating committee made up of Jeremy Purbrick, Bill Riggs, Dick Lowe and Bob Callanan decided to circulate and post a letter seeking interested prospects to run for two board vacancies.
7. **SVHOA Management RFP:** Prior to board discussion and evaluation of six proposals to manage the affairs of the HOA, Tony Smith, President and Chair of the Board, excused himself from the meeting due to the fact he was taking a proprietary interest in one of the companies submitting a proposal. Jeremy Purbrick, Vice President, led the continued meeting for review of proposals. The six bids as well as the companies proposing them were thoroughly evaluated by scoring on important parameters provided by Community Associations Institute. Three of the companies were separated from the others by the initial scoring and could be further considered. It was decided to have follow-up meetings with two companies being seriously considered and it was further established that the process for selecting the best proposal for Southern Village would be open, transparent, objective and a summary of the whole process would be posted on the website.

There being no further business before the Board, the meeting was adjourned at 10:55 PM.

Submitted for corrections and approval,

Dick Lowe  
Secretary



## SOUTHERN VILLAGE HOMEOWNERS ASSOCIATION

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**TO:** Board of Directors  
**FROM:** Debbie Edson  
**DATE:** September 12, 2007  
**RE:** Manager's Report

### **Enclosures**

July 2007 Financials. Due to the holiday, the August financials will not be ready until September 10.

### **Speakers**

7:00-7:10 pm. Mary Brookhart 409 Parkside Circle – Clothesline

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### **Soccer Field**

Received a call from Rainbow soccer and they needed to change the times on the contract to 4-6 pm. Contract has been signed by Rainbow Soccer and a copy was e-mailed to Tony for signature.

### **Landscaping**

During an inspection on 9/5/07, Jimmy Lloyd with Ecoscapes and I walked behind the tennis courts to inspect the bike path. They will be providing an estimate to install a drain on the right hand side of the path, if you are facing Highgrove, and an estimate to repair the path and the timbers along the path. A proposal will be submitted by 9/10/07 and will be brought to the meeting.

### **TH2 painting** (200-210 Brookgreen, 401-415 Copperline Dr, 200-212 Greenview Dr)

All of the buildings have been completed. Held 10% until 30 days for final inspection. Dick Lowe and I walked the property on 9/5/07 with Aaron from Atlantis Painting and found that the work was done to our satisfaction. I will be meeting with Aaron again on my inspection on 10/3/07 before final payment is made.

202 Greenview – The owner made repairs and painted the unit and was requesting reimbursement. Per the Board and Dick Lowe, a letter was mailed to the owner on 9/5/07 informing her that a reimbursement for the work that was done would not be made.

## **TH 1**

Mulch was applied and shrubs were pruned the week of 8/27/07.

### **Market Park**

During the inspection on 7/11/07 and on 8/8/07, it was noted that the playground equipment was not painted properly. The roof area still has green paint showing through and the green rails have white paint on them. The Market Park sign also has paint on it. Doug Heilig will be meeting with the contractor to get this issue rectified. I informed him that if they damage the sign by removing the paint, they will be held responsible for replacing the signs. He is also requesting the color of the fence in case they ever need to touch up. To date, no invoice has been received.

### **Ponds**

Triangle Pond Management mowed the area near the apartments on 8/2/07.

### **Riser Rooms**

124 Nolen Lane – Matrix Security picked up a key at our office on 8/29/07 and the battery would be changed that afternoon.

### **Trees on Hillspring**

I spoke with Kurtis Brooks, Urban Forester for the Town of Chapel Hill and he said that the surface roots were damaging the sidewalks. They had to cut the surface roots so it will not become an ongoing issue. Younger trees, the roots are cut with the hopes that the roots will regenerate. The trees are stressed due to this and due to the heat and drought. They are not dead, they are stressed. He said that it is a good sign that they drop their leaves. If it was dead the leaves would turn brown and stay on the trees. Nothing can be determined until next year.

If they die, they will remove the tree and the stump but not replace them. They do not have a street tree replacement program. They will trim all trees, and are in the process of doing so, on a visibility and/or safety issue basis.

### **Park signs**

Market Park – They are requesting a “No Dogs Allowed” sign. The cost for a 3x15.5 case aluminum plaque is \$92.90

Park Closes at Dusk signs are \$94.40 each. We need two, one for Edgewater Park and one for Highgrove Park the total is \$188.80.

Edgewater Park – They need a sign. The cost for a 16x20 cast aluminum plaque is \$582.50

Once the signs are ordered, it will take from 6-8 weeks.