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January 22, 2024

Dear Southern Village Homeowner:

The Board of Directors has decided to hold the Annual General Meeting in the same hybrid format as last year. There will be two parts. First part, a mail-in meeting, this packet contains what is necessary to have the AGM; President's message, the biography of one resident running for office, 2023 AGM minutes for approval, 2024 budget and a ballot for voting. The second part will be a Zoom meeting hosted by the board to answer any submitted homeowner questions. This Zoom will be on Tuesday, February 13th at 6:30 PM (the link is provided in the packet). **Because the Board must have a quorum to conduct business, please send in your ballot as soon as possible. We must receive your ballot by Friday, February 9, 2024. If the quorum is not established, the Board will need to organize another mail-in process.**

Owners can submit questions to Board members for the Zoom meeting. These questions will be answered during the Zoom call on Tuesday, February 13th and posted to the front page of the Southern Village HOA website at [www.southernvillage.org](http://www.southernvillage.org). When you return your ballot, please include any questions, or concerns you may have. You may email (the ballot is fillable) or mail your ballot to Mill House Properties addresses included in the packet.

Thank You.

Michelle  
Johnson  
Director of HOA Operations  
Mill House Properties

February 2023

Neighbors,

In reflecting on my first year as the president of the Homeowners Association here in Southern Village, I find myself in a state of deep appreciation for the members of our community who have done so much over the last year to help our beloved community continue to flourish.

This year the board welcomed two new members, Suzanne Lyman and Kim Van Horn who have made a significant gift of their time and expertise on the board this year. Our board is made up of residents who genuinely care about the neighborhood, and it is my belief that we have a well-balanced board that brings a variety of skills and life experience to the table and has worked with an incredible amount of diligence and care of this year to be of service to our community.

We've overseen some wonderful improvements to the outdoor common areas thanks to the work of our Parks committee. Our residents and visitors have so much to enjoy with the corner parks project coming to fruition, and our new structure at the Brookgreen corner park provides a new opportunity for our residents to gather and socialize in a shaded area with seating.

Thanks to our Sustainability committee, we've added the ability for residents to utilize composting at our collection bins near the Edward Jones building this year as well, which has been highly utilized much to the committee and our residents' delight. Through the committee's work we've also been at the vanguard of adopting new technologies by working in conjunction with our commercial landscape provider to switch the care of common areas under the purview of our HOA from gasoline powered leaf blowers to electric, reducing the noise and pollution our community is exposed to.

Our hard-working folks on the Architecture Review Board have approved 48 (an increase from 30 in 2022) different requests for changes, modifications, and enhancements to homes in the village over the course of the year, reflecting our communities' evolving needs and the flexibility our ARB's oversight provides to the community while maintaining a standard of aesthetic excellence and charm that Southern Village is known for. Thank you, ARB members, for all your hard work this year.

We've also had our fair share of adversity with the challenges involved in maintaining our retention ponds and trails, but with the careful management of our resources and care of our board we've minimized the amount of immediate financial burden placed upon our residents. As we continue to navigate the landscape of maintaining our community, we've identified an opportunity to further leverage the expertise living in Southern Village through the formation of our Contracts committee, which is currently seeking volunteers. The aim of this committee is to ensure we have sound contracts, negotiate with our vendors effectively, and leverage the legal, financial, and business acumen among our neighbors to the direct benefit of our neighborhood. If you possess experience in this domain and would be willing to make the gift of your time, please consider emailing the board and expressing your interest to join.

I take the charge of my role here incredibly seriously. I read every email, every listserv message (yes, it's still not a formal communication channel for HOA), I talk with parents, kids, neighbors, visitors, and really try and listen to all their perspectives, understand their needs, and do what I can to help thoughtfully consider and address the challenges and requests set before me.

Now, I would like to ask something of you. I would like to close with an appeal to each of you, my neighbors and residents of Southern Village, to join me in reflecting on all the wonderful amenities and benefits we enjoy as residents here. In our individual lives the aperture of our minds narrows as it must to focus on our immediate individual journeys, but I implore you yield but a moment to widen out to the big picture, and see and appreciate our community for all it is: many earnest and caring people, each of course with their own differences, but commonly bonded in the love of our community and the desire to maintain and improve it. I've seen this firsthand in my role this year, and I appreciate you all. It's been an honor to serve you and I'm looking forward to what's ahead.

Attached you will find additional information materials for this year's Annual Meeting, with Q&A Session to be held on Tuesday, February 13th via Zoom. I hope you'll find the time to join us.

All the best,

J. Kevin Kelly,  
President, Southern Village HOA Board of Directors

The Board of Directors would like to offer gratitude to Michelle Johnson (and previously, Patsy Smith) at Mill House Properties, our HOA management company, who have done an excellent job managing our common areas and the townhomes. The struggle to plan for the repair of the ponds was particularly challenging. Mill House has also created a systematic approach to alleyway management, and much more. I would add that the transition from Patsy to Michelle has been seamless.

The board would also like to thank Rodger Traynor for his tireless efforts to encourage Ruppert to agree to use electric leaf blowers and also for encouraging at least five other HOAs to express favor for electric leaf blowers.

Below are some highlights for the year 2023:

#### **Environmental Sustainability Committee**

The Sustainability Committee was created at the beginning of 2022. The composting initiative has been widely popular. CompostNow containers are in place behind 100 Westgreen Drive. Sam Benen, who chairs the Sustainability Committee, noted that the two existing bins were starting to get filled up and proposed going to three bins and two pickups/week instead of one.

Here is information from the town's website about what can be composted and why composting is important: <https://www.sustainchapelhill.org/featured/2021/3/26/lettuce-compost-together>.

Gas-powered leaf blowers:

The committee has also worked tirelessly to encourage residents and landscapers to use electric leaf blowers rather than gas-powered ones. The committee has provided information about lawn services that exclusively use electric leaf blowers, and it has provided electric

blower specifications and purchasing information to Ruppert, our landscaping service, as well as Flores Landscape. The committee has worked with an attorney to introduce an amendment to prohibit the use of gas-powered leaf blowers in Southern Village and has garnered feedback from single-family homeowners as well as the other sub-associations in Southern Village. Here is a timeline of the committee's efforts:

On June 6, 2023 a final version of the resolution to reduce the use of gas-powered leaf blowers was circulated to the homeowners on June 6, 2023

On August 29, 2023, Ruppert landscape, which does much of the maintenance in the common areas as well as the townhomes, agreed to use electric leaf blowers for all of their work in Southern Village.

On December 13, 2023, Flores landscape was awarded a contract for maintenance of Westend townhomes and agreed to use electric leaf blowers for that work.

On November 15, 2023, a Statement of Intent was circulated to homeowners and sub-association. This describes how the ban on GPLB (if approved) would be implemented. This includes a six-month grace period before recording the amendment, providing three written notices for any infractions before rendering a fine and starting fines at \$100.

On December 13, 2023, the board voted to approve the amendment to ban the use of gas-powered leaf blowers in Southern Village. We are one of six sub-associations thus far to vote in the affirmative and the effort is on-going.

A story about the committee's efforts has been published in the Local Reporter and can be viewed here:

<https://thelocalreporter.press/several-local-neighborhoods-want-to-rid-themselves-of-gas-leaf-blowers/>

#### **Parks and Common Areas Committee:**

The Parks and Common Areas Committee was created in 2021 to make recommendations to the Board of Directors about ways to expand or enhance the neighborhood's parks and common areas. The Corner Parks have been completed. Ruppert Landscape installed hard scape materials and landscape materials at the parks, and NC Building Co. built the gathering shelter at the Corner Park at Brookgreen Drive and Edgewater Circle. Seating and railings were also installed. A tetherball setup will be installed this year. Ruppert Landscape graded and installed new Chapel Hill grit on the pathway leading to Scroggs Elementary School located at the Aberdeen Pond Park. The Central Park-Basketball drainage project was implemented to protect the resurfacing investment and to correct the drainage problem.

Two new regulation-size soccer goals were procured for the athletic field at Central Park.

#### **Architectural Review Committee**

The Architectural Review Committee approved more than 40 Architectural Review Requests in 2023. It also approved several solar panel installations. The committee meets monthly to

review applications and their dedication to keeping the neighborhood looking so beautiful is greatly appreciated.

If you are interested in serving on any of the above committees or in proposing a new one, please email [manager@southernvillage.org](mailto:manager@southernvillage.org).

### **Challenges**

We have also faced some unanticipated and major challenges concerning the pond repairs which necessitated a significant and undesirable increase in the annual assessments. A proposed schedule for these repairs was submitted to the Town of Chapel Hill and it was recently approved:

On or about April 1, 2024:

Replace outlet pipe at pond 3

Dredge pond 4

On or about April 1, 2025:

Replace outlet pipe at pond 2

Dredge pond 3

On or about April 1, 2026:

Dredge pond 1

Various flowers and shrubs that have been neglected and the resolution of this problem is on-going.

### **Land separation rights**

This procedure separates the land from the sale of the home and the new homeowner would lease the land from the company that owns it. The board is against this procedure and is looking into how to prevent it from overtaking Southern Village.

### **Reserve Study**

A reserve study was completed on 10/26/23 and it will provide the board with guidance for our liabilities for parks, alleys, ponds and basketball court. The study goes forward 30 years and the last study was in 2016. We are in the process of forming a budget committee to address the financial projections of the reserve study with an eye on reining in increases to annual assessments.

**Notice of Meeting by Mail and Ballot  
For Southern Village Homeowners Association.**

**Tuesday, February 13, 2024  
6:30 PM  
BY Mail/Zoom Meeting**

Pursuant to N.C. Gen. Stat. § 55A-7-08, please take notice that the annual meeting of the Southern Village Homeowners Association is being conducted by mail for the purposes of (1) electing one individual to serve on the Board of Directors of the Association for a term beginning in 2024 and (2) to approve the 2023 Annual Meeting Minutes.

**All Ballots Must Be Returned No Later Than 5:00PM On Friday, February 9, 2024,** and the presence of a quorum will be determined from the ballots received as of that date & time.

Please return your ballots via regular mail to:

Southern Village HOA  
c/o Mill House Properties LLC  
1720 E. Franklin Street  
Chapel Hill, NC 27514

or via fax to: (919) 968-7995

or via email to: [hoa@millhouseproperties.com](mailto:hoa@millhouseproperties.com)

or hand the ballot to a current board member.

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**Zoom Link Below**

**Mill House is inviting you to a scheduled Zoom meeting.**

**Topic: Southern Village Homeowners Association 2024 Annual General Meeting**

**Time: Feb 13, 2024, 06:30 PM Eastern Time (US and Canada)**

**Join Zoom Meeting:** Join Zoom Meeting

<https://us06web.zoom.us/j/82042128885?pwd=hTizCp6Wj4pqauDKQmPjRCfpcK1IOU.1>

Meeting ID: 820 4212 8885

Passcode: 844842

**[PLEASE SEE THE NEXT PAGE]**

SVHOA	2022 Actual	2023 Budget	2023 Actual 10.30.23	2024 Budget	
<b>Operating Income</b>					
Homes (Detached, TH & Courtyard) (664 units)	228,886	245,680	243,730	282,200	15%-Increase- \$425
Class III (2 units)	692	740	740	850	15%-Increase- \$264
Condos (230 units)	29,210	31,280	31,280	35,904	15%-Increase- \$426
Apartments (250 units)	7,750	8,750	8,750	10,045	15%-Increase
Market Street Association	1,389	1,458	1,458	1,677	15%-Increase- \$288
Late Fees	1,840	-	2,200	-	
Reserve Interest	1,197	-	4,094	-	
Other Income (Rentals, Misc.)	-	-	7,793	-	
<b>Total Operating Income</b>	<b>270,964</b>	<b>287,908</b>	<b>300,046</b>	<b>330,676</b>	
<b>Administrative Expenses</b>					
Admin Misc. & Bank Fees	768	100	430	500	Income Tax
Audit/Financial Review	1,000	500	-	-	
Insurance	10,035	11,300	10,841	12,000	Est 10% increase per agent
Legal	25	1,000	2,620	2,000	
Management	35,000	35,000	35,000	40,000	\$5K increase
Market Street Events	10,000	10,000	10,000	10,000	
NC Symphony Donation	5,000	5,000	5,000	5,000	
Reserve Study	-	-	2,100	-	
<b>Total Administrative Expenses</b>	<b>61,828</b>	<b>62,900</b>	<b>65,991</b>	<b>69,500</b>	
<b>Grounds</b>					
Landscape	44,966	58,920	58,093	62,664	
Mulch All Areas	9,813	10,079	10,107	10,956	
Trees (Grinding/Replace)	2,500	18,000	15,000	15,000	
Trees (Maintenance)	41,108	42,000	57,920	50,000	
<b>Total Grounds</b>	<b>98,386</b>	<b>128,999</b>	<b>141,121</b>	<b>138,620</b>	
<b>Maintenance</b>					
Common Area- Maintenance	55,396	20,000	16,837	20,000	
Common Area/Pond- Improvements	18,263	25,000	8,993	-	
Parks- Improvements	40,434	75,000	79,430	-	
Pond- Maintenance Contract	6,396	6,700	5,379	6,700	
Pond- Major Maintenance	25,900	25,000	17,684	100,000	
<b>Total Maintenance</b>	<b>146,389</b>	<b>151,700</b>	<b>128,322</b>	<b>126,700</b>	
<b>Utilities</b>					
Compost	260	1,560	2,990	4,680	
Electric	2,751	2,652	2,525	2,800	
Storm Water Charge	4,091	1,700	-	1,700	
Trash/Recycling (Weekly Service)	7,913	10,680	11,392	10,680	
Water	3,920	1,697	3,525	4,000	
<b>Total Utilities</b>	<b>18,936</b>	<b>18,289</b>	<b>20,432</b>	<b>23,860</b>	
<b>Total Operating Expenses</b>	<b>325,539</b>	<b>361,888</b>	<b>355,866</b>	<b>358,680</b>	
<b>Net Surplus/ Loss</b>	<b>(54,576)</b>	<b>(73,980)</b>	<b>(55,820)</b>	<b>(28,004)</b>	

**Reserve Balance as of 12/31/22                      122,183**

<b>Transfer from Reserve for 2023:</b>	<b>104,469</b>
Common Area/ Pond Improvements: Basketball Drain	5,742
Common Area/ Pond Improvements: Benches	8,993
Parks Improvements: Corner Parks	79,430
Pond Major Maintenance: Aerator Replacements	10,304



**Southern Village Homeowners Association  
Annual General Membership Meeting (SVHOA AGM) Minutes By Mail Meeting/ Zoom Conversation  
Monday, February 27, 2023**

“By Mail” ballots counted by management on Friday, February 24 - 71 mail in ballots received. Quorum has been met (67 is quorum).

71 votes for Suzanne Lyman and 70 votes for Kim Van Horn, both elected as new board member (3-year term) to start immediately following AGM.

2022 AGM Minutes approved by mail. (69 approvals)

**Zoom Portion of the meeting:**

**SVHOA Board of Directors in Attendance**

Susana Dancy, President Rana Singh, Vice President Sam Benen, Treasurer Kevin Kelly, Member Dennis Carmody, Member

**Mill House Properties**

Patsy Smith, Director of HOA Operations

7:02 Susana Dancy, President, called the Zoom meeting to order. 26 SV HOA members signed on to the Zoom call.

**Open Comments**

**The following were the comments from homeowners:**

Thank you to the board for adding the composting station, located at 100 Westgreen in the rear. Collection is once a week and will be monitored by the vendor CompostNow who will report to Mill House Properties if there is a need to add additional bins. Send any concerns to [hoa@millhouseproperties.com](mailto:hoa@millhouseproperties.com).

Dogs off leash are a concern, recent incident at Aberdeen Pond highlights the need for owners to please be sure to follow the Town of Chapel Hill leash laws, when you are walking your dog (s) in SV.

Gas powered leaf blowers should not be allowed in Southern Village. We should change the declaration to reflect such, and this can be done easily. Sam Benen confirmed this issue is already being discussed at both the sustainability committee and board level.

Can the HOA clean up the common space behind Parkside Circle where there are invasive plants and dead trees and branches please? Maybe we could have a community clean-up day? This has been reported to management over the years.

End of open comments.

Management reported that quorum had been met via the “By Mail” Meeting, the 2022 AGM Minutes approved by mail and Suzanne Lyman and Kin VanHorn each elected to the board for a 3-year term.

Susana Dancy introduced the two new board members who were both present on the call. The new board consists of 2 townhome owners and 3 single family homeowners.

Sam Benen, HOA Treasurer, reported the HOA is well managed by Mill House Properties and in good financial standing. Southern Village is well capitalized to maintain the community. In 2022 interest was earned on the HOA reserve account. 2022 was one of the most expensive years experienced in a long time, labor and materials costs were affected by inflation and this was reflected in real costs associated with services provided to the HOA. The 2023 annual HOA assessment was increased by 7%.

Susana Dancy, President, spoke about the board work last year focusing on the park improvements. Updates were made to the Central Park basketball court which was resurfaced and painted, had new nets, post and benches installed. Two new regulation size movable goals were added at the soccer field and a fence installed on the Brookgreen Drive side of the field to help keep balls out of the street. The fence at Aberdeen Pond was replaced, the existing fence had deteriorated. The new space saw the addition of two swings and seating inside the fence as well as outside the fence and the installation of new landscaping along the fence line and at the entrance. Construction of the new parks located at the corner of Brookgreen Drive and Edgewater Circle has begun. Thank you to the Parks Committee for their input and hard work in communicating the plans to the neighborhood. Susana expressed her gratitude for being able to serve in this community and on the board. Susana thanked Dennis Carmody for his years of service to the community as he steps off of the board.

Patsy Smith thanked both Dennis and Susana for their service, both have been a pleasure to work with over the years and were good partners with management, Mill House Properties.

The meeting adjourned at 8:01 PM.

SV HOA Board meeting to follow immediately after AGM.

**2024 AGM is tentatively scheduled for February 20, 2024 @ 7:00 PM**

### **Candidates for the Southern Village Board of Directors**

#### **Sam Benen:**

Sam Benen has been serving on the SV HOA board of directors for the past 3 years. In the Treasurer role for the past 2 and a half. Sam spearheaded the effort to install compost bins in the neighborhood for communal use. He also set up the HOA to invest its reserves in Treasury securities to earn the best possible rate of interest. He has lived in Southern Village since 2016. He enjoys this volunteer work and hopes to make Southern Village the best possible place to live for himself and his family.

# Southern Village Homeowners Association.

## BALLOT

### 1. ELECTION OF DIRECTORS

On the issue of electing one (1) individual to serve on the Board of Directors for the Association, I vote for the following (vote for no more than one (1) candidates):

\_\_\_\_ Sam Benen

\_\_\_\_ Write-In Candidate \_\_\_\_\_

**\*Please note if you vote for more than one individual it will cause your ballot to become void\***

### 2. APPROVAL OF THE 2023 ANNUAL MEETING MINUTES

On the issue of approval of the 2023 annual meeting minutes, I:

\_\_\_\_ **Approve** the 2023 annual meeting minutes.

\_\_\_\_ **Do Not Approve** the 2023 annual meeting minutes.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Street Address in Southern Village

\_\_\_\_\_  
Date

**Question or Comment for the Board:**

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