



**Southern Village Homeowners Association  
Manager's Report  
April 15, 2014**

**Financials**

Monthly financials are posted on the community website.

Also, an aging (collections) report will be presented at tonight's Board meeting.

**Work Orders**

Since the last report 1 work order has been closed & 1 has been opened.

**Landscaping**

Spring maintenance activities continue; with weekly services having started last month & continuing through late fall. US Lawns continues to support Courtyard Homes & Townhomes. Wes Johnson (franchise owner) is the primary contact for US Lawns for the Townhome Committee. He works closely with Cindy James & the committee. In fact, just last week he "went shopping" for new trees with Bob Murden (retired arborist who lives in a Southern Village Townhome).

US Lawns continues to try to increase the turf coverage at all Townhomes & Courtyard Homes. Right now a big focus is being put on the turf at Westend Townhomes. This project will be watched closely in the weeks ahead. Also, some drainage work has been identified at Westend Townhomes, with quotes being sought from Ecologic, US Lawns & Ruppert Landscape.

Ruppert Landscape has done extensive spring maintenance at all SVHOA Parks, with all leaves & debris being cleaned up. In addition all benches located in the parks were recently power washed. Finally, additional mulch was applied at all SVHOA Parks, other than Market Park (which is 100% sand, which was checked but deemed to not need more sand at this time).



## **Trees**

Barney Kohout, SVHOA Arborist, is nearly finished with his work on street trees near HOA owned land. Weather permitting, his work will complete by the end of April. Barney continues to work very close with the Town of Chapel Hill to ensure that all permits (sent electronically) are in hand before any work starts.

Note, once done with this project, the Townhome Committee has hired Barney to work on street trees in front of each Townhome and/or Courtyard Home. The agreed rate is \$50 per tree. The work will begin in late April & continue through the rest of the spring. Once done, all street trees in SVHOA, other than those in front of single-family homes, will have been improved by Barney in 2014.

## **Special Projects**

Two special projects continue: (1) Arlen Park & (2) adding recycling (trash) centers to Highgrove Park & Edgewater Park. The Board is having a special meeting at Arlen Park on April 15<sup>th</sup> @ 5:45pm to discuss next steps with the approved vendor. Once done a contract will be signed & timeline setup to improve Arlen Park. Most likely this phase of improvement will cost \$6000-\$8000.

Next, SVHOA is able to add recycling centers at both Highgrove Park & Edgewater Park. The cost to purchase & install is \$2500 per unit, thus \$5000 for both parks. Once installed, weekly trash service will be required; the price of such is \$50 per park per week. Thus, the new amount would be \$100 per week (or, \$5,200 per year for the new parks with the new recycling center). If installed, SVHOA would then have recycling centers at Central Park, Highgrove Park & Edgewater Park.

## **ARB**

Berkeley continues to spend a tremendous amount of time supporting the current ARB. First, we have been asked to use a new checklist for all application (see attached), which we already are using (started back in March). In addition we continue to get nearly daily questions from newer members on the ARB.



## **Website**

Weekly, sometimes more often, updates continue on the community website.

## **Common Area Trash**

One constant complaint received at the Berkeley office is the trash that is located inside the common area (forest) of SVHOA. As a temporary step, we hired US Lawns to walk through all common areas, including the densely wooded areas of Southern Village to pick up trash by hand. This work was done in late March. However, this was a temporary measure & longer term solutions will need to be discussed at tonight's Board meeting.

## **Courtyard Homes**

Some members of the existing Courtyard Homes, 14 in total, continue to ask Berkeley to change their legal documents so painting of the brick exteriors would be forbidden per the ARB process. Those requests have been collected & shared with the SVHOA attorney, Hope Carmichael. Hope is working, at the direction of Rainer Dammers (SVHOA President), to outline the legal process that those owners would need to follow to change all documents affecting this issue.

## **Complaints**

Berkeley received one complaint since the last report. It was about car parked in a private resident driveway that had no tags & two flat tires. That said, the resident was contacted & they said they were in the process of donating the automobile to charity. They did promise to cover the car (with a car tarp) until all of the paperwork was done & the car was moved to the charity.

Although we do not get formal complaints, from time to time we have residents question why the grass strip (between the sidewalk & the curb) is not uniform throughout SVHOA. We continue to point all these requests to the existing ARB guidelines, updated in August 2010, that allow for such.



**Southern Village Homeowners Association  
ARB Checklist for New Submissions**

Name & Address (of project)

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- Complete Application including:
  - Neighbor's signatures
  - Complete project description
  - Sample of paint color if not on pallet
  - Drawings & survey for fences, additions, porches, patios, wells, etc.
  - Drawings & survey for landscape changes or additions
- Request meets all SVHOA ARB guidelines

Comments:

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Berkeley Signature \_\_\_\_\_ Date \_\_\_\_\_

**Note: all ARB applications must be receive at the Berkeley office by the 10<sup>th</sup> of the month; to be very clear, any ARB applications received after the 10<sup>th</sup> of the month will be reviewed at the following month's ARB meeting; additionally, no incomplete ARB applications will be consider by the ARB**