

**Southern Village Homeowners Association BOD Meeting Minutes**  
**Building 1 Shared Offices**  
**1506 E Franklin St., Suite 300**  
**Chapel Hill**  
**September 8 @ 6:30 PM – 8:45 PM**

**Present:** Susana Dancy, President  
Rana Singh, Vice President (Zoom)  
Alan Rimer, Treasurer (Zoom)  
Susanna Trevino, Secretary  
Nancy Draughon, Member at Large (Zoom)  
Patsy Smith, Director of HOA Operations, Mill House Properties

The meeting was called to order at 6:40 PM.

A quorum was established.

Agenda approved with changes:

Under 6. Board Updates, c. Foreclosure Vote moved to 5. Treasurer Report

Under 6. Board Updates, added g. Basketball Courts

No open comments.

The minutes from June 8, 2020 SV HOA BOD unanimously approved.

### **Treasurers Report**

Alan reported the budgets are on target to date, with respect to expenses and income. All homeowners are current in Southern Village except for one, to be discussed this evening. Tara has provided financials through August. She and Alan are using “exceptional reporting” for any budget lines that are over by 10%, this will prompt a conversation between Tara, Patsy and Alan to see why there is a variance.

Alan discussed the use of lien waivers by some of the vendors and confirmed this is a standard practice in many industries.

The NC Symphony \$5000.00 donation for 2020 was discussed (no concert in 2020) and it was agreed that the HOA would proceed with the donation after Alan has a conversation to see what the intent of the symphony is going forward. He will report back to the board and at that time Mill House will send the donation.

The Board moved into executive session at 6:56 PM to discuss the pending foreclosure, a decision was made and voted on. At 7:05 the meeting resumed, and 2021 Budgets were discussed briefly, including any future projects in Southern Village and at town home groups, as



well as assessment increases on all properties. Tara and Patsy will look at numbers for all budgets and give a first pass at budgets to Alan in the next two weeks.

Patsy reminded the board financials are available to any Southern Village homeowner upon request to the Mill House office.

## **BOD Updates:**

### **Management Contract RFP**

Alan, Hurt Covington and Rana have selected an RFP format and will send out to a few select management companies, with the expectation that a search will be concluded by mid-October.

### **ARB Guidelines**

The board discussed the minor changes made back in February (via email) following the board meeting in January where the ARB committee made suggestions to the board for ARB guidelines, specifically regarding solar panels and to clarify some older vague language. The changes were not voted on at that time. Following a brief discussion tonight regarding the amended ARB guidelines some procedural changes were suggested:

Management will review and approve the following applications, 1) paint color (must be on the approved palette), 2) roof shingles (must be same or similar color and style), and 3) solar panels (must be flush mount to the roof and when possible on the rear or side, front facing acceptable when efficiency is an issue in the other locations). Rana made a motion to adopt the revised ARB Guidelines as presented via email and to adopt the new outlined procedural changes for management, Susanna Trevino seconded, and the vote was unanimous. Patsy will format the ARB guidelines and post to the website and in AppFolio.

### **Cemetery**

Alan reported a camera is being selected and will need to be monitored by Mill House. Discussion was had on type and capabilities; he will look for the possibility of Wi-Fi so monitoring can be simple if there was a cause to need to review the footage. A committee member is working on the plaques. Surveillance signs will be posted as well by management. The second cemetery is still being discussed and consideration to what level of "clean up" should be done to protect the headstones and foot stones from any vandalism. The idea was floated that perhaps removing any saplings that may interfere with the markers would help preserve the cemetery without drawing a lot of unwanted attention. Alan, Nancy, and Patsy agreed to meet at cemetery soon to look and help create a plan.

### **Website**

Susana will write a post for Mill House to send as a blast to the Southern Village community requesting volunteers to help determine what content they would like to see in a new website.



A motion was made by Nancy to create a website task force once there are volunteers, motion was seconded by Susanna Trevino and all were in favor, the motion passed.

## **Parks**

Arlen Park, the corners of Brookgreen and Edgewater and the Edgewater Park are still on the list for a redesign or improvements. No report from Mr. Moore yet but this is not a surprise due to COVID. Susana did mention she had spoken to the company Nature Trails NC who may be an asset in some of the redesign capacity, perhaps in Arlen Park. The company specializes in trails and creating natural areas. Susana will share the final NC State report when she receives it from Mr. Moore.

Basketball Courts, previously the board discussed replacing aging backboards at the basketball courts. Some research was done, and the cost was about \$2600.00 to replace both. After some discussion and a closer look at the courts it was determined that resurfacing may be a better use of the available funds, the backboards are old but not unsafe. The wear and tear on the courts surface is showing. A motion was made by Nancy to allow for \$3000.00 to be spend on resurfacing the courts this year, Rana seconded the motion and it passed unanimously. If the cost goes over the allocated \$3000.00, the board will be notified, and a decision on how to proceed will be determined via email.

## **Manager's Report**

Alleys, Patsy reached out to Tony Johnson at Pave A Lot again and reminded him to try and get us an assessment of the alleys soon, he has said he will get one to us mid-September, COVID has him behind.

Parks are still getting back on track; playground equipment was power washed and sterilized prior to re-opening after COVID health ordinance was lifted. Benches are in! Market Park needs a trash receptacle, Mill House will order and get installed. The wood park equipment at this park needs to be painted; proposals are pending. Sand was regraded and cleaned may need some more attention this fall. Stairs at Fran Branch trail leading to bridge need one more step. Ruppert will submit cost to Mill House. Basketball courts see above discussion.

ARB, see guideline discussion above. Patsy brought up a recent conversation regrading whether to inform residents of a neighbor's ARB approval when they are opposed to the project. It was brought to the attention of Mill House by a neighbor who would have liked to be informed of the outcome of a submitted application because they submitted a letter to the ARB regarding their hesitation about a neighbor's project. It was decided Mill House will review case by case and inform a neighbor when necessary.

DragonFly Pond and Mill House are working to resolve the sediment issues at Pond 1, the engineering firm would charge \$5000.00+ to investigate and map the pond for possible installation of a forebay. This seems excessive, Mill House and DragonFly will reach out to the



# Mill House

1720 East Franklin Street  
Chapel Hill, NC 27514

Tel: 919.968.7226  
Fax: 919.968.7995

[www.millhouseproperties.com](http://www.millhouseproperties.com)  
millhouseprop

firm who handles the inspections and see if there is not a more equitable solution. Dredging cost the HOA \$10,000.00 two years ago and is proposed for another \$10,00.00 in 2020 to meet expectations for the pending inspections. Increased rain falls and heavy storms are the cause of this build up, DragonFly will look at upstream solutions as well. Ponds will be prepped for 2020 inspection.

## **Other Business**

Susanna Trevino brought it to the attention of the board the condos continue to pay increasing assessments annually. She has asked that Mill House and Alan to review the current rate and make a fair recommendation based on comparisons to all the other assessments being paid by various associations in Southern Village.

Meeting adjourned at 8:45 PM

**Next BOD is Tuesday, November 10, 2020 at 6:30 PM. Location TBD**