

## **SVHOA Board of Directors Meeting Minutes**

**Tuesday September 9, 2025 2:00 PM, via Zoom**

Present:

Kevin Kelly, President

Rana Singh, Vice President

Kim Van Horn, ARB Liaison

Suzanne Lyman, Secretary/Treasurer

Chris Stas, member

Michelle Johnson, Property Manager

A quorum was met.

The meeting was called to order at 2:05 PM by Kevin

### **Open comments:**

#### Lights on shelter

Homeowner John Rees proposed adding market lights to the shelter at Edgewater and Brookgreen. He proposed using low voltage solar-powered lights (possibly need 3 strings) with the lights affixed to the shelter by zip ties or string rather than staples. He asked if the board would help defray the cost of \$40/string and also suggested that he could set up a go-fund-me page to finance the project. Any funds left over would be donated to a charity such as the Interfaith Council or Porch. The board was supportive but decided to get the specific costs before agreeing to the project.

#### Tree issue

Homeowner John Logan spoke about the overgrown crepe myrtle behind his home and how it was contributing to a drainage problem, as dirt from erosion and tree roots are clogging the drain and contributing to flooding into his garage. Michelle stated she was aware of the issue, more than one townhome was affected, and the tree needs to be addressed as possible under the Highgrove budget.

#### Highgrove Townhome repairs:

The discussion was centered on water damage suffered by townhomes in the Highgrove neighborhood due to rotting exterior trim; several

homeowners claim their townhomes experienced significant interior and exterior damage as a result of unmaintained trim, and they are requesting reimbursement for repairs.

There was much discussion of whether replacing only part of a piece of rotting trim was adequate vs replacing whole strips of trim with rot, or replacing the entire trim around a window that is found to have any rot.

Kevin wanted to know the process for inspection/certification of work done on the exterior to confirm that it was done properly, as the Highgrove homeowners who attended the meeting indicated it was shoddy and inadequate. Michelle said that in Appfolio, when an order is completed, an email is sent to the owner to ascertain if they are satisfied with the work. Kevin also inquired about insurance and/warranties for the work; Michelle said that insurance is carried only for common areas, not individual properties.

Highgrove homeowner Jackson Trotman discussed the damage to his townhome, which will require replacement of sub-flooring, flooring, wall and window repairs, as well as mold remediation. Highgrove owner Mr. Gopala discussed damage to his home due to inadequate trim maintenance and shared a bill he incurred for addressing the damage.

Spence Cowan, a Highgrove homeowner, said that the current need for immediate repairs and/or reimbursement for repairs done and paid for by homeowners is a policy issue. Typically, the HOA repairs the wood on the exteriors with funds from monthly dues according to an agreed upon schedule, while the homeowner is responsible for interior damage. This policy and schedule was set by the SV Board and our property management company in 2011, and announced and made public at that time, and is still the policy to date. However, due to budget shortfalls in the Highgrove account, comprehensive maintenance of exterior trim has not been addressed in the timeline set by the policy.

According to the Southern Village Townhome Owners schedule of maintenance responsibilities (per the document created as a result of the 2011 decision referenced above), the trim repair/replacement and painting is to be done every 5 years. Mr. Cowan said that many Highgrove homeowners were aware that their monthly HOA dues were not sufficient to cover scheduled exterior maintenance, as prior to 2016 dues remained

the same for years, and many owners advocated for an increase. Though monthly townhome HOA dues were raised the maximum amount allowable (15%) every year from 2017 - 2024, a budget shortfall did exist then and still exists for Highgrove.

The trim repair on Highgrove was last done in 2020, and at that time, only the front facing trim was addressed as opposed to the whole house, due to a lack of sufficient funds in the Highgrove budget to cover comprehensive work on the homes. Also, funds are not available at present in the 2025 budget to do trim work needed at Highgrove, so it has been scheduled for 2026. Therefore, by 2026, it will be 6 years since the front of the Highgrove townhomes have been addressed, and 11 years since the rear of those properties have been addressed. Obviously, this situation is not in accordance with stated SV policy.

There was discussion regarding how much of an increase in the Highgrove dues would be needed to address the ongoing budget shortfall, and whether or not a special assessment or a "13th" HOA dues payment could be instituted (as has been done in SV condos who had a budget shortfall).

As to the work scheduled for 2026, Spencer thought the contractor underestimated the cost of the 2026 Highgrove trim repair project. Their quote is for \$125,039 and Spencer said we should allow for \$150,000. The Board agreed Suzanne should incorporate \$150,000 into the Highgrove budget for the work, in light of the extensive damage it has already been made aware of.

No decision was made about reimbursing the Highgrove homeowners for repairs at this time, the Board will discuss options in an effort to make reparations to homeowners who have suffered damage with any available Highgrove funds.

### **Westend Townhomes**

Westend Townhomes plan to become a separate HOA in late 2025/early 2026, and will take over the responsibility of their own maintenance and budget. It was noted that all trim was replaced with PVC during the last trim project.

### **Townhome II Trim Project**

Suzanne, Michelle and Kim stated they are very satisfied with the trim project recently completed on Townhome II residences, done by CTI, which came in \$30k under budget.

### **Treasurer's Report**

Townhome reserve study: Suzanne reported she has found flaws in the reserve study done by Giles Flythe. The reserve study scheduled all of the annual dues to be put toward capital repairs such as roofs, trim repair and painting; zero dollars were allocated for routine townhome property maintenance such as landscaping, mulching, termite inspection or the management fee. Also, some of the baseline costs for repairs were underestimated. As examples, the reserve study for Highgrove estimated the trim project to be \$40,000 when in fact it will be \$125,039 - \$150,000. In addition, the trim repair at Townhome II was estimated to be \$26,000, however it was actually \$71,265.

Suzanne proposed that we go back to Giles Flythe with accurate, recent numbers and costs, and have them run their projections again. She will work with Michelle on this reserve study adjustment.

### Annual budget comparative:

Suzanne reported that the alley fund is sufficient for anticipated needs and no assessment is needed in 2026.

There was discussion about a tree care proposal from Davey Tree which included \$20,600 for insecticide treatment and \$19,400 for fertilization. Neighbor and tree expert Bob Murden said that we would need soil samples to know if fertilization was needed, he thought that it was unlikely due to grass fertilization around the trees. Bob did agree that pest treatment was needed. It was decided that Michelle should engage Davey Tree for insecticide treatment for \$20,600, and also ask them to take at least 3 soil samples from around the neighborhood and perform an analysis as to whether fertilization was needed.

### **Parks Maintenance in 2024/2025**

Market Park (the sand park): Rotten boards were replaced with PVC and a gap

between the bridge and platform on the large play structure was repaired. There were also repairs to the gate.

Meeting Park: Benches were repaired and painted and leaves were removed.

Highgrove Park: Mulch was added, rotten timbers removed and equipment was pressure washed. The posts comprising the playset structure, which were under warranty, were ordered and will arrive on 9/10/25. JCnJC will install the new posts on 9/12/25.

Edgewater Park: the swing set was replaced.

Chris proposed that we put in place a 5 year plan for parks improvement and updating. He based his suggestion on the fact that concern over the parks came up frequently in the recent survey sent to all homeowners earlier this year. There was discussion about safety as well as enhancement of the existing structures. Chris suggested that SV ARB members might look at the parks and provide any suggestions about maintaining their appearance and/or the need for updating and adding new playground equipment; he mentioned how well the Southern Community Park, adjacent to our neighborhood, maintains their playgrounds.

Michelle advised that Southern Community Parks are managed & maintained by the Town of Chapel Hill, and said she will contact the town of Chapel Hill/Parks and Recreation dept to find out what vendors they use, so we could possibly engage them as well. Michelle also agreed to contact Giles Flythe to have them review the safety of the SV parks, as that was previously contracted work with them, but they did not seem to be thorough in their analysis, based on work needed this year they did not anticipate.

## **Ponds**

Pond 1: (Highgrove and Glenhaven) This pond was dredged in 2025. There is an eroded area downstream of the pond outlet that is contributing a significant sediment load downstream. Suzanne communicated with our contractor Ian Peterson from PS Ponds about this issue, he said that this does not impact any of the ponds. The board voted unanimously to not take any action on the eroded area this time.

Pond 2: (Brookgreen and Edgewater) The pipe in the pond is scheduled to be replaced in 2026. There was discussion about which material to use for the new pipe; consultation subsequent to the Board meeting with our contractor Ian Peterson indicates a plastic pipe would be more than adequate, and cost efficient.

The board decided to ask Ian to draw up a plan for pond 2 and oversee the work done, as the success of his design and oversight on previous Pond 3 repairs, and his ability to work with our contractor Triangle Ponds, has been very satisfactory. It was decided that though some of the side slopes are currently denuded on the north end of this pond, at the recommendation of Triangle Ponds, remediation will not be done until after the pipe is replaced, due to the certainty that heavy equipment used to replace the pipe would ruin any vegetation planting efforts done prior to that.

Pond 3: (Parkside Circle) This pond was dredged and had the pipe replaced in 2024. A denuded area will be reseeded in September of 2025. Sediment is building up at inlet discharge as expected. It is estimated by Ian that dredging will need to take place in 5 years (2030). Both PS Ponds and Triangle Ponds observed destabilization near the Pond 3 headwall, and Ian proposed that the area be fine-graded and stabilized on the back side of the embankment. We received a quote for this work from Triangle Ponds for \$2600. The board voted unanimously to go ahead with this repair.

Pond 4: (Scroggs) This pond will need to be dredged in 2027.

### **Soccer field**

Kevin reported that the soccer field is in great shape and that only aeration is needed this fall, in addition to the removal of some fallen tree limbs. This service will be provided by Ruppert Landscaping as per their current contract with SV. Kevin said that the holes in the field that were filled by neighbors earlier this year have compacted nicely, and grass has taken root over them; he also mentioned that we need to continue to monitor drainage on the field.

### **Basketball Court**

The basketball court drainage system recently installed was cleared this summer and appears to be working well. Chris said that lights would be a nice addition to the basketball court and would increase use, especially during the winter months. He mentioned solar powered lights like those installed at the Rizzo Center might be ideal. Michelle will ask the Town of Chapel Hill about solar-powered lights for the courts.

### **South Creek**

Kevin visited the development and said that it was progressing. It will build apartments first and then condos and townhomes. It is possible to visit their trailer to view the project.

The meeting was adjourned at 4:55 PM.