

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

**Monday November 17, 2025, 3:00 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

The meeting was called to order at 3:02 PM

**Agenda:** A quorum was met, no additional agenda items were added, and the agenda was approved unanimously.

### **Open Comments:**

Spencer Cowan, a Highgrove homeowner, was present to discuss Highgrove finances as well as the proposed Highgrove trim repair/painting project in 2026.

He had two concerns:

- 1) His own calculations over the years show that Highgrove Townhomes should have approximately \$40,000 more in their reserves than what the HOA understands the reserves to be.
- 2) His concern that the entire trim project should be done in 2026 and not split, with half done in 2026 and the other half done in 2027.

Subsequent to the Board meeting, Board Treasurer Suzanne did find that Highgrove funds were erroneously shifted to the wrong bank account, which resulted in \$51,825 being added back to the Highgrove Townhome reserves.

Due to the restitution of those funds to the Highgrove reserves, it was determined that the Highgrove trim project could be completed in total in 2026 without an increase in dues.

### **Highgrove Townhomes Damage Reparations**

In September, the Board communicated to all 48 Highgrove townhome owners (via both email and mail, through Mill House), asking homeowners to submit quotes and/or receipts for any damage their property suffered due to deferred maintenance on the part of the HOA. Highgrove owners were given 45 days (up to Oct 31) to submit quotes and/or receipts.

Two homeowners submitted invoices within this time frame, they totaled:

- 1) \$11,626.50 for 115 Westside/Derebail
- 2) \$5,117.16 for 106 Glade St/Trotman

Under the advisement of Suzanne, the Board Treasurer, as to what could feasibly be afforded within the Highgrove reserve budget, the Board agreed to reimburse the 106 Glade St owner \$5,117.16, and the 115 Westside owner \$10,833.11 (the cost of all damages to the property submitted except for the replacement of their garage door)

In addition, within the allotted timeframe, 102 Glade/Hacker alerted the HOA to deterioration on their house, and work was ordered by Mill House and completed.

## **Parks/Playgrounds**

Suzanne has formed a new Playground Committee with Diane Covington and Chris Stas, focusing on repairs and improvements. The committee plans to recruit additional members through a neighborhood-wide announcement, capped at around 5 members. Chris and Suzanne have identified potential playground equipment vendors including Landscape Structures, Elite Playgrounds and Carolina Parks and Play, and discussed creating a 5-year plan to fund larger playground improvements, starting with a \$20,000 (reserved) amount for the current year.

Suzanne agreed to draft a note to be sent to all SV homeowners to recruit interested volunteers for the parks/playground committee.

## **Pond 2**

Triangle Ponds submitted a bid for a polymer HDPE pipe replacement and other relevant work for Pond 2. Ian Peterson, the engineer from PS Ponds who has been overseeing our pond work for 2 years recommended using the HDPE pipe versus

corrugated metal or concrete (due to cost effectiveness and relative longevity). While the pipes are similar in price, the HDPE pipe lasts 50 years and the corrugated metal pipe lasts 20 years.

The Board voted unanimously to approve the project for \$63,500. Construction will take place after March of 2026. The Board requested that Mill House specifically request that Triangle Ponds preserve & protect Pond 2's aerator, as significant funds were expended this year on it.

### **Budgets**

Subsequent to the Board meeting, Board Treasurer Suzanne advised there is a need for a 5% increase in the annual (general) SV HOA dues assessment. However, no alley dues need be assessed for 2026.

Suzanne also advised that no increase in townhome dues to any townhome community under the auspices of the SV HOA need be assessed for 2026.

The Board approved the 2026 budgets.

### **Future meetings**

The next board meeting will be on January 13<sup>th</sup>, and the SV community-wide annual meeting will be on February 17 via zoom, with packets to be sent out to all homeowners (by Mill House) a month prior.

It was decided that the Board will provide an update at the annual meeting in Feb 2026 on the work that has been done this year. Also, both Suzanne and Kim agreed to run for reelection.

The meeting was adjourned at 4:18 PM.

### **ADDITIONAL NOTE ON TREES**

The Town of Chapel Hill will replace 23 trees they removed in 2025 in the month of November.