



**Southern Village Homeowners Association
Management Report
July 16, 2019**

Financials

Monthly financials are shared with the full Board & posted to a private section of the community website. For any member that wants to see the financials all they need to do is send an e-mail to Management and they will be shared. The May19 financials are the most current ones available.

Next, six (SVHOA Common Areas, Alleyways, TH1, TH2, Westend THs & Highgrove THs) long range financial plans & 1st pass of all 2020 budgets have been shared with the Board Treasurer.

Last, a current aging report has been shared with the Board Treasurer.

Work Orders

Since the last report 2 work orders were opened & 1 work order was closed. As always, if any HOA member wants to see the work orders they are available in the management office. Also, we have included some basic information on work orders as part of this report (see last page).

Landscape, Trees & Ponds

Pathways, Parks & Common Areas: Ruppert continues to service the property as needed during the spring/summer months. Weekly landscape service continues in July & will continue for the entire growing season. As a reminder, the current landscape contract with Ruppert expires on 12/31/19.

Recycling Centers, Dog Waste Stations: Ruppert continues weekly service of the 3 recycling centers and the 3 dog waste stations. Obviously, the dog waste stations are well used by members/residents.

Courtyard Homes & Townhomes: Ruppert continues weekly landscape services in July. As a reminder, services for the Courtyard Homes changed on 1/1/19, with only the 100-block getting basic landscape service (ex, mow, blow & go) during the growing season. As a reminder, the current landscape contract with Ruppert expires on 12/31/19.

Trees: Davey Tree Service continued with limited pruning of the street trees to ensure they remain safe and healthy. As a reminder, Davey Tree Service was given a not to exceed pricing target for all of 2019, which ensures street tree expenses are under control and tightly management by both Management & the Board. Davey Tree Service will not go over budget for street tree maintenance.



Ponds: Dragonfly Pond Management visits monthly to perform maintenance and check all ponds. As always, the monthly services reports from DragonFly are posted on the website. As a reminder, the 2019 annual inspection is due in August with the Town of Chapel Hill. Additionally, Dragonfly will start working on the pond near the business district to remove sediment that has built up in last 12 months.

ARB

All approvals and denials of ARB submissions are posted on the community website. Additionally, formal communication goes out from the ARB chair, as well as Berkeley, about all applications.

Michelle continues to serve as the primary contact for Gregg (ARB chair) on a weekly basis. Additionally, Rana has agreed to serve as the Board liaison with the ARB, which is a much-needed step for even better communication between the SVHOA Board & the ARB.

Alleyways

Asphalt Enterprises has been hired to fix selective areas throughout SVHOA. The full report was shared with both the Board President & Board Treasurer. The work has been approved & is scheduled for next month. Management will oversee to ensure all work until done properly.

Next, Management shared with the full Board a long-range financial plan for alleys.

Website

Management continues to update the website as needed. There is no charge for these services. Additionally, over 1625 individual e-mails have signed up to receive electronic newsletters from SVHOA. In the last two weeks, e-mails were sent to members about the 4th of July Celebration/Fireworks & about the July Board meeting. MailChimp is now the e-mail system SVHOA is using for communication.

Condos

Nothing new to report this month. Management is recommending 15% dues increase for 2020.

Townhome I

Management was instructed by the Board to award the new roofing project to Chief Roofing. That was done & the roofing project began on Monday, July 8th. As of this writing everything is progressing nicely & the project appears to be on schedule. At present course & speed the project will be done late next week. Last, trim painting & repairs for TH1 will be delayed in 2020, per direction from the Board.



Townhome 1 (continued)

Next, Management is recommending 15% dues increase for 2020.

Townhome II

Trim painting & repairs for TH2 will be delayed in 2020, per direction from the Board.

Next, Management is recommending 15% dues increase for 2020.

Westend Townhomes

Juan Carlos & team have finished the 1000 block of Highgrove Drive. Starting on July 8th they moved to the 900 block of Highgrove Drive. They will do about 1/2 unit per day, weather permitting, which means the final 11 units will be done by early August. Management has been on-site each day to check-in with the vendor. Additionally, Rana has stopped by several times to review this work.

The project is moving slower than expected, largely due to the issues with the windows (as all window trim has been screwed in (not nailed, which is much more normal)); this information has been discussed with Rana & the appropriate adjustments were made to the scope of work; last, Management will have the trim painted by a painting vendor (currently Management has secured 3 bids for such; of interest 4 companies choose to "no bid" on this job); those 3 bids have been summarized & shared with Rana; once Rana feels they are ready they will be brought forward to the Board for action.

Next, Management is recommending 15% dues increase for 2020.

Highgrove Townhomes

Based on the eventually success of the trim work project for Westend THs, then work will start on Highgrove THs (48 units). The goal will be to have all trim work done by November. After which, trim painting can & will proceed. Note, there is no guaranteed that 100% of wood trim can be proactively replaced at Highgrove THs, as it really will depend on the project financial impacts.

Next, all irrigation repairs are done & fully operational. The system is running 3 days per week (always overnight). The irrigation system will run for all of July, August & part of September. Additionally, the Board will discuss as part of the 2020 Budget cycle the viability of continuing irrigation.

Next, Management is recommending 15% dues increase for 2020.



Complaints

As per Board direction, complaints are shared monthly (end of each month) with the Board President. Additionally, a full list of all complaints is shared with the full Board prior to each Board meeting.

Insurance

The SVHOA insurance policy has been renewed as of July. The policies are in effect for 12 months, thus July to July of each year. The billing will be monthly going forward, as there is no benefit of pre-paying for insurance. The Board Treasurer has personally reviewed all insurance for SVHOA in the last month.

Other

Landscaping bids received from 4 vendors (Ruppert, US Lawns, Brightview & Bland) for 2020, 2021 & 2022 services. All prices show an increase from 2019 rates. Management shared findings (including pricing), along with a recommendation to the Board President & Board Treasurer in the last week.

Additionally, "good, better & best" pricing for landscaping services for only Highgrove THs has been shared with Nancy (at her request). She wanted more information on the costs of several different scenarios to maintain & improve the landscaping at Highgrove THs.

Next, four options for landscaping enhancements for the common area at Unwin Circle has been shared with the Board President & Board Treasurer. Management continues to feel this area (the common area of Unwin Circle) is fine as is & does not need anymore SVHOA resources to improvement it.

Next, at the Board's request, Management is working on securing bids for trail (path) improvements for the two natural paths off of (1) Highgrove Park (leading to Culbreth Middle School) and (2) Fan Branch Trail (leading to Culbreth Middle School); this project was last kicked off in late 2016 & at that time that Board voted to not maintain these two paths (in fact, signs were purchased & installed standing that the paths were not maintained & persons should use at their own risk).

Last, pricing for hand weeding the common areas was shared with the Board President.



SVHOA Work Orders Opened Since Last Report

<u>Address</u>	<u>Item</u>
526 Copperline	minor gutters repairs
Common Area	repair stone wall (Highgrove Drive)