

**Southern Village Homeowners Association
Management Report
May 31, 2020**

Financials

Monthly financials are shared with the treasurer and full board. For any member that wants to see the financials all they need to do is send an e-mail to HOA Management and they will be shared. The January financials are the most current ones available. Tara has worked tirelessly with the new software company to provide reports in the proper formatting, she provided Alan with January financials and is in communication with Alan as to exactly how these will work. Once they have determined formatting, she will publish the rest of the year to date.

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

Work Orders

Since the last report, 2 work orders were opened & 2 work orders were closed. As always, if any HOA member wants to see the work orders they are available in the Mill House office or we can now share through AppFolio online.

Landscape, Trees & Ponds

Pathways, Parks & Common Areas: Ruppert is visiting the site weekly. It is important to note that the Ruppert crew has been reduced due to COVID-19 and the number of crew members traveling in a truck. They are working on Saturdays to try and maintain a regular schedule. Central Park irrigation is currently on its summer schedule. Enhancements will start spring pruning shortly at all townhome groups and the common areas. Ruppert has been clearing the pathway and common areas as needed this spring with so much rain there have been lots of downed limbs and debris.

Recycling Centers, Dog Waste Stations: Ruppert continues weekly service of the 3 recycling centers and the 3 dog waste stations. We are noticed the stations are getting heavy use and bags are going quicker than in the past, we have made the appropriate adjustments in ordering replacement bags. They are trying to empty stations on a Friday, so they are ready for the weekend. We will continue to watch during COVID-19 heavy use and will make necessary adjustments as needed.

Courtyard Homes & Townhomes: Ruppert is visiting weekly. Highgrove Town homes irrigation will be turned on as soon as a few minor repairs are made (sprinkler heads replaced). Services continue at Courtyard Homes, the 100-block receives basic landscape services (ex, mow, blow & go) during the growing season

Trees: Davey Tree continues to prune, treat, and maintain the street trees in Southern Village. They have been on site already this spring and have been pruning trees in various locations where branches encroach the street or sidewalk. Davey has also been identifying street trees that are dead or diseased and sending the list to the city for removal. Davey has done some “emergency” tree removals due to the rain and saturated ground we have lost a couple trees along the greenway and one at Highgrove Pak.

Ponds: Dragonfly Pond Management visits monthly to perform maintenance and check all ponds. As always, the monthly service report from DragonFly are posted on the website. DragonFly’s contract remains month to month, with no expiration date. Dragonfly has provided a proposal for work at Pond One. This is the proposal for dredging and removal of sediment build up at the back side of the pond, this is an issue we have been monitoring closely with Dragonfly and the city and it is time to address. Project date is to be determined at this point. Patsy is waiting for a revised proposal from Dragon Fly on sediment removal. We are still looking to time the work so that the algae treatment needed at Pond One can be done at the same time.

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 Mill House, about all applications.

Michelle continues to serve as the primary contact for Gregg (ARB chair) on a weekly basis. The ARB held its March meeting via email as there were only a few submissions.

Alleyways

In 2020 the alleyways will be inspected and assessed for future repairs to be performed this year. Mill House will walk with the possible vendors and an HOA representative. Patsy will schedule a date soon to walk with Alan and the new vendor.

Website

In 2020 Mill House Properties took over the Southern Village website and make all necessary updates and improvements. It was decided at the last BOD meeting that Susana will put together a group of community volunteers to help determine what the neighborhood would like to see in an updated website. Mill House will lead this update with the BOD guidance.

Condos

A discussion was had at the February BOD meeting as to if the condominium owners could receive voting rights. The BOD will take up this discussion at the next meeting and make a determination as to if they would like to allow for the condo residents to vote.

Townhome I

Mill House is in early stages of seeking bids for trim repair and replacement and painting at Townhome I. It was noted while on site the TH I siding is in bad condition, hardiplank was not used in the original construction and the wood is rotting, this may change the scope of the project. THS will submit a proposal and Mill House will share with the BOD. It may be necessary to wait until 2021 for the project to have proper funds available.

Townhome II

THS has completed painting all of TH II. Mill House will set up dates in early summer to have the postponed doors painted.

A limited number of roofs on Greenview will be replaced by Chief Roofing (the addresses are 201-207 Greenview). Replacements are scheduled for the first or second week in June. First notices have gone out to homeowners, Mill House will follow up via AppFolio as the date approaches.

Westend Townhomes

Management is looking into mailbox replacements for Westend. Delayed due to COVID 19 and the need to meet with the P.O. representative in CH.

Highgrove Townhomes

THS has begun the repair and replacement project at Highgrove Townhomes. They will be on site approximately 10 weeks in total. Mill House will communicate with owners throughout the process to be certain everyone is aware of the progress. Jack Hayes is the current townhome rep and will be included throughout the process.

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.

Other

The cemetery in Arlen Park restoration project is complete and a cemetery advisory committee has been formed. Alan will work with this group of neighbors to determine “next steps” in the hope to prevent/limit future vandalization from occurring. The group will come up with a list of possible suggestions for the BOD to review and determine how best to proceed. Ruppert will clear the immediate area of small saplings and underbrush to better highlight the area.

The contract with Mill House is up at the end of 2020 and it is the board’s responsibility to put the contract out to bid and seek proposals. Alan Rimer will head a committee of three including Rana Singh and one other past BOD member in the search. SV HAO will put the RFP out by the end of May beginning of June and seek responses by August 1, with a decision by the BOD to be made by October 1, 2020.

The park benches at Pond 2 will now be installed by Total Recreation Solutions, the playground equipment vendor for SVHOA. The benches are ordered and being shipped to their warehouse. They will also provide and install the bike racks at Highgrove Park. They have completed annual inspections and will do repairs at both Highgrove and Edgewater Parks to the equipment. Mill House is also looking at the cost of two new basketball backboards at Central Park and estimates for painting the playground structure at Market Street Park, along with an estimate for some additional sand for Ruppert.

Phase two of state health orders still requires the closure of the playgrounds, signs remain at all four parks with playground equipment. A similar sign remains at Central Park reminding neighbors to practice the safe distancing requirements. The signs will remain in place until the order changes.

The next BOD meeting is scheduled for June 9th at 6:30 PM @ 101 Market Street Conference Room. The conference room is currently closed, Mill House will talk to Susana and determine where to host the June BOD meeting.

AS a reminder, the Mill House Properties is located at 1720 East Franklin Street, Chapel Hill. Michelle will be in this office Monday through Friday between 10:00am -5:00pm; Michelle can be reached at hoa@millhouseproperties.com or (919)448-5150. Patsy Smith can be reach at patsy@millhouseproperties.com or (919) 428-8205 and Tara Lacara at hoafinance@millhouseproperties.com.