

**Southern Village Homeowners Association
Management Report
October 30, 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. Tara has solved the reporting issues with the treasurer and has quickly caught back. The August financials are the most current available, Tara was finishing September as this report was written. Tara and Patsy continue reviewing the numbers from 2020 and gathering proposals for 2021 budgets to share with Alan in early November. A first of 2021 has been submitted to Alan.

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

Work Orders

Since the last report, 5 work orders were opened & 9 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 crews have aerated and seeded the common areas and townhomes. Pruning is complete at the townhomes. Mill House received the proposal for an additional step at the Fran Branch Trail and it has been approved and is on their schedule. Remediation work on Central Park trail has been approved and is on the Ruppert schedule. Arlen Park Cemetery work is scheduled, and lower burial site work is pending as Ruppert gets the work scheduled. Both sites have been walked with Ruppert and everyone now understands the scope.

Recycling Centers, Dog Waste Stations: Ruppert continues weekly service of the 3 recycling centers and the 3 dog waste stations. They continue to empty stations on a Friday, so they are ready for the weekend. Ruppert is looking into purchasing additional waste bins.

Courtyard Homes & Townhomes: Ruppert is visiting weekly. Services continue at Courtyard Homes, the 100-block receives basic landscape services (ex, mow, blow & go) during the growing season. Ruppert has completed pruning the townhomes. Ruppert is looking at Westend alley to propose some landscaping to replace the trees which have now all removed. Davey Tree will replace two trees at the ends and no others. Mill House is waiting on proposal from Ruppert for alleyways and will share with BOD when available.

Trees: Davey Tree continues maintain the street trees in Southern Village. Davey Tree will begin counting tree replacements for 2020 and share with that number with the board and confirm tree selections.

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.

Dredging at Pond 1 is complete, the work included removal of 100 CY of sediment, stabilization of the banks on both sides and seeding as need in disturbed areas. Dragonfly crews have also mowed at Pond 1, 2, and 3 and have sealed leaks in the riser at Pond 2 and installed the additional rip rap at Pond 3. Dragonfly will schedule the annual inspection and let Patsy know when this is set to take place. Patsy has asked to be present for the inspection to talk with G2 engineer about Pond 1 and future solutions to the continual and expensive dredging process.

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 the ARB chair on a weekly basis. The ARB held its March meeting via email as there were only a few submissions. Approvals are posted to the website and owners notified of their approval or denial.

Gregg Melville, the ARB Chair has stepped down from his position effective immediately. Patsy has been talking to Tess Wesley in preparation for a new chair, yet to be named. The ARB will need one new member perhaps two at the end of the calendar year.

Mill House Properties is now approving the following ARB applications, paint changes when on the approved pallet, roof replacement when shingles are the same in color, shape, size and material, and solar panel installations (must be black and flush mounted).

ARB Guidelines have been revised and approved and will be posted to the website and in AppFolio for residents.

Alleyways

Alan, Patsy and Tony Johnson with Pav-A-Lot walked some alleys to get an idea of what the scope of the work will be and what the HOA expectations are for the project now and to help build a long term model for all alleys in SV. Tony has forwarded a proposal to Alan and Patsy. Mill House is doing a "compare" and will share with Alan. Once this is complete, we will share with the board requesting approval to proceed.

Website

In 2020 Mill House Properties took over the “community” website and will make all necessary updates and improvements. It was decided at the last BOD meeting that the president 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

Nothing to report.

All townhome groups are in the process having the roofs inspected by Chief Roof and one (possibly two additional vendors) to assess the condition of the shingles. Mill House to share at November BOD meeting.

Townhome I

Mill House is 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 has submitted a proposal and Patsy will share at the November board meeting. It is the recommendation of Mill House to divide this project be divided over two years due to the significant cost associated with total replacement. This town home group is two buildings making it an option to split the project.

Townhome II

Still waiting on a date is to paint the postponed doors, now most likely now in November. THS has opened any windows for the homeowners if they have called in as stuck.

Westend Townhomes

Management is looking into mailbox replacements for Westend. Patsy has requested some quotes from two vendors and will share when they are received. Ruppert is working on proposal for alleyway landscape renovations where the trees have been removed.




Highgrove Townhomes

Painting at Highgrove Townhomes is in the final stages, doors and shutters are being painted now. Patsy, Jack Hayes and two THS representatives will walk the property before the final invoice is paid to be certain all parties are satisfied with the work.



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All repairs from the FLSA annual fire safety inspections at Westend are complete. Highgrove repairs are pending, we are waiting on schedule from FLSA. The Chapel Hill Fire Department inspected the riser rooms at both Westend and Highgrove and identified repairs needed, we are waiting on a date for repairs. All systems are functioning properly, pending repairs do not affect the system's functionality.

Complaints

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

Other

Market Park was painted in October and some small repairs to the wooden structure were made at that time.

The next BOD meeting is scheduled for November 10th at 6:30 PM @ TBD.

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.