



**Southern Village Homeowners Association  
Manager's Report  
June 30, 2018**

**Financials**

The May financials have been reviewed & approved by Jerry. Once that happens they are posted on the community website & shared via e-mail with the full Board of Directors. Additionally, other interested parties are encouraged by Berkeley to go to the website at the end of each month and review the financials. Examples of interested parties are the Courtyard Homes & the Highgrove Townhomes.

Last, the audit of the 2017 financials is now finished from the Berkeley side. During the month of June, hours of time was spent by Tara & Tony to support the audit team, including a several hour-long sessions at the Berkeley office to review the physical (paper copy) of documents. The full Berkeley teams will continue to support the audit as required. As of this writing there are no outstanding audit requests. It is our expectation that the draft audit results will be sent to Jerry in the next month.

**Work Orders**

Since the last report 10 work orders were opened & 7 work orders were closed. As always, if any HOA member wants to see the work orders they are available in the Berkeley office. Also, Berkeley is including some basic information on work order as part of this report.

**Landscaping, Street Trees & Ponds**

Landscaping: Common areas are being maintained weekly by Ruppert and they have been pruning these areas as well now that the growing season has slowed down. Please remember during the summer months with increased temperatures and low rain fall there may not be a need to mow the turf weekly. The crew will assess each week and proceed accordingly, this applies to common areas and townhomes.

Townhomes and Courtyard Homes: Ruppert is maintaining the properties weekly and has begun to prune in front of these homes as well. The pruning process may take a few weeks in total. Highgrove Townhomes had an irrigation leak at 100 Glade and Ruppert was able to repair, it is believed that the AT&T truck doing work in the alley hit the line. Ruppert has made adjustments to the irrigation zones due to what they believe is an overuse of water in certain areas.

Ponds: All ponds are functioning properly. Pond #4 had a complete electrical box failure and that has now been replaced. DragonFly is working on the beautification project approved by the Board in May and will get final designs to Berkeley within the next few weeks. Ruppert removed all overgrown shrubs surrounding the electrical box at Pond #2 this week at the request of Berkeley.

Trees: Bartlett continues to service and inspect the street trees throughout the community. SV did lose a few Willow Oaks and Pistache trees this spring that were planted in the winter. The Pistache trees were replaced and a few of the Willow Oaks as well during the early spring. A few Oaks failed in late spring



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& will have to be done (replaced) in the winter, at the expense of Bartlett (clearly to plant at this time of year is not advisable). Bryan also wanted to note that as the Town of Chapel Hill repairs the sidewalks throughout Southern Village, they seem to be identifying more street trees to come down, which may make for a large number of removals this winter. As the Board probably knows, the Town of Chapel Hill caused a large tree to fall into the street the last week of June. This happened near the SV Pool. The good news is no damage was done (other than to the tree, which is now dead). The Town took full responsibility & has cleaned up, at their expense, all of the mess created by the tree falling.

Of note, Tony continues to spend significant time directly support the ad hoc committee chairs associated with the Courtyard Homes & Highgrove Townhomes. As an example, Tony has spent over 15 hours in the last 10 days supporting unique requests for information associated only with the 48 units that are part of Highgrove Townhomes. The clear hope is that this level of work will not be required as we move into the 2H of 2018. The vast majority of time spent is on landscape questions (issues).

Second note, notices went to the 4 owners associated with the 200 block of the Courtyard Homes, telling them they will be on their own for landscape services starting on 1/1/19. One resident, in particular, has been very upset and has expressed his feelings in writing to the full Board. He has been told on more than one occasion to come to the next Board to discuss his concerns.

## **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. Finally, for anyone looking for a complete history of ARB approvals please know the community website has information, by month, going back to early 2010.

Michelle continues to serve as the primary contact for Gregg (ARB chair) on a daily (or weekly) basis. The next ARB meeting is scheduled for July 17, 2018.

## **Special Projects**

CTI completed very minor roof repairs at Highgrove Townhomes and Westend Townhomes.

Last, Berkeley received a few more complaints and sent letters to those owners. All items have now been closed. As per the Board process, the current list of complaints is shared with the Board President monthly (on the last business day).

## **Insurance**

Luke, Jerry & Tony were at a lunch meeting in early June to discuss the upcoming insurance renewal. Luke shared options for Jerry to consider. Good news is that rates appear to be only slightly increasing.



**Work Orders Opened Since May 14th**

<b><u>Address</u></b>	<b><u>Item</u></b>
Brookgreen & Edgewater	pressure wash benches
Arlen Park	pressure wash benches
118 Westgreen	rotten soffit
409 Copperline	wood rot, damaged shingles, downspout, vent boot
Edgewater Park	broken playground equipment
Calderon Park	remove lock from faucet
Edgewater Park	squeaky swing set
204 Westgreen	downspout repair
117 Westside	wood rot, downspouts
Scroggs Pond	spray for ants in electrical box at Scroggs pond