



**Southern Village Homeowners Association
Manager's Report
October 31, 2012**

Financials

September financials are complete & posted on the community website.

Work Orders

Since September 30th we have opened 4 work orders. Also, during that same time, 10 work orders have been closed.

Landscaping

Ruppert Landscape completed the turf aerating, seeding & fertilizing for HOA common land.

Also, the crews at US Lawns have completed the turf aerating, seeding & fertilizing for the Townhouses & Courtyard homes.

Finally, arborist Jon Hanna will be managing the work he recommended in the tree report last spring. The dead trees & limbs have been removed. An additional large dead tree was noted in the graveyard of Arlen Park. The estimate to remove it will be discussed with Mary Jo.

Townhomes

All scheduled work has been done. We continue to address individual requests for repairs as they come into the office.

Website

Website posting continue weekly, sometimes more often.



Reserve Study

Bruce Raymond met with one townhouse owner to answer questions about the specifics of the upcoming SVHOA Reserve Study. Details of this meeting were posted on the website. Bruce will be starting his inspections next month & will provide a preliminary report in December. Once the Board has provided feedback on the preliminary report, he will finalize the report.

Complaints

We received 7 complaints (ex, about single family home landscaping, etc) during the month. All have been addressed with letters coming from Berkeley and additional follow up letters as necessary.