

**Countryhouse Service Group V  
Management Report  
March 19– April 15, 2025**

**Financials**

Monthly financials will be shared by the Finance Manager, with the Treasurer by the 10<sup>th</sup> of each month, the Treasurer will approve and then share with the full board.

**Landscaping**

Ruppert Landscaping began servicing Countryhouse on January 1, 2025. Ruppert sends pre-notifications and property service reports to Bonnie, Keith and Michelle. Ruppert has been busy mowing since the weather got warmer.

Leaf removal has been completed as part of the regular contract by Ruppert.

MHP also asked Ruppert, First Impressions Landscaping and Flores Landscaping for two proposals for mulch. Option 1 includes mulch applied to planted beds in front of homes and in common areas only. Option 2 asks Ruppert to base the proposal on their expertise and where they think mulch should be applied.

**Work Orders**

During the period of March 19 through April 15, Mill House opened 17 work orders. Landscaping requests are now being tracked through the work order system in Appfolio. A work order report has been shared with the board.

**Community Wide Work**

Mill House asked Tarheel Basement to clarify a couple items on their final invoice and to clean up and grade the area at the 388 Lyndfield garage before the invoice is paid.

Since Tarheel Basement could not replace the aprons and fill the crack in the foundation of the 388 Lyndfield garage, Mill House asked for proposals from CTI, Blalock Paving and Pinam Construction. A board approval has been created and the work will be scheduled as soon as it is approved.

Davey Tree has completed the tree project. Tony, Jim and the board confirmed that all work has been done. The invoice will be paid as soon as we receive it.




The board (and Roofing Committee Chair) approved the proposal from Chief Roofing to replace 18 roofs in the fall of 2025. Deposits have been paid so that we could get the lower price before the price increase. Installed costs are the same as last year.

A board approval was created for the work that needs to be done at 312 Baneberry due to water infiltration. The board approved the proposal from JcNJC. JcNJC has scheduled the work for April 10. The owner has already replaced the operable windows.



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Mill House has asked JCnJC and CTI to inspect the 10 remaining small fixed windows in Baneberry and one house in Sycamore that haven't been replaced yet.. Also as part of the project there needs to be flashing installed that will stop the water from splashing on the window. MHP asked both JCnJC and CTI to inspect the windows and give us a report of what needs to be done at each address and how much it will cost.

Mill House is working on getting proposals for gutter cleaning/roof blowing and pressure washing. They will be shared with the board once received.

NC Drainage finished cleaning the basins of debris. They will now map, waterjet and evaluate the remaining sections including Beechmast, Wintercrest, and Crossvine.

Mill House Properties is located at 1720 East Franklin Street, Chapel Hill, NC 27514

Office Hours: Monday - Friday 9:00am - 5:00pm and Friday 9:00am - 1:00pm

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