



1720 East Franklin Street  
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**Countryhouse Service Group V  
Management Report  
May 21– June 17, 2025**

**Financials**

Monthly financials will be shared by the Finance Manager, with the Treasurer by the 10<sup>th</sup> of each month.

Bernard Robinson provided a quote to do a financial review for \$6,000 - \$7,000.

**Landscaping**

Community wide pruning has been slowed down by all of the rain. When pruning is complete, mulching of front beds and common areas will start. Spraying of walkways will resume in June and continue once a month until the end of the season.

**Work Orders**

During the period of May 21 through June 13, Mill House opened 12 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**

A representative from RootX will meet the maintenance committee in Countryhouse on August 21 to show them how to apply the product.

Mill House created a scope of work for the walkways and steps that need repairs. There are 88 addresses on the list so we will need to prioritize any safety issues.

Mill House created a Request for Proposal for replacing the fixed windows at 5 units in the Baneberry and Sycamore Closes. The RFP has been shared with the board for approval.



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The board approved Southern Outdoor Restoration for both roof blowing and pressure washing. They will do the roof blowing June 17-20 and then pressure washing June 23 - July 2. Mill House emailed a letter to all residents to let them know the details. The gutter cleaning will start with Crossvine and Wintercrest West and go down Village Way. A map has been sent to all residents.

NC Drainage finished cleaning basins and jetting throughout Countryhouse. They provided a proposal for fixing the additional work that needs to be done which has been shared with the board. A RFP will be created so that the job can be sent out for proposal.

Pest and Termite Consultants conducted the annual termite inspection on May 22. They came back on June 16 to inspect the units that were not accessible during the first inspection.

MHP emailed all homeowners who rent their unit and asked for an updated lease and contact information.

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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