



1720 East Franklin Street | Tel: 919.968.7226 | www.millhouseproperties.com
Chapel Hill, NC 27514 | Fax: 919.968.7995 | millhouseprop
[Facebook](https://www.facebook.com/millhouseprop) [Twitter](https://twitter.com/millhouseprop) [Instagram](https://www.instagram.com/millhouseprop/)

**Countryhouse Service Group V
Management Report
December 17– January 20, 2026**

Financials

The December financials have been shared with the treasurer.

Landscaping

Ruppert has been busy with blowing and mulching leaves and is continuing to trim shrubs. They also removed Christmas trees and are making improvements to the work done at 423/424 Wintercrest East. Mill House emails landscaping updates to all residents weekly.

Work Orders

During the period of December 17 through January 20, Mill House opened 19 work orders. A work order report has been shared with the board.

Board Approvals

The board approved re-installing gutter guards that needed to be removed during the roofing project. The deposit has been paid and the work is being scheduled.

Drainage

Ruppert installed the new drainage pipe behind Crossvine. They will rake and clean up the area, add top soil and seed. They will start phase II behind Wintercrest East the week of January 19. The utilities have been marked and there are gas, cable and electrical lines that go through the area. They will be extra careful around the lines.

Since the roots of a large tree were damaged during the drainage project, the tree was removed by Logout.

Community Projects

Garage Doors Unlimited completed the tune ups at all garages in the Baneberry close. We will schedule 321-329 Sycamore and 330-339 Whisperwood for February.

The board approved replacing the chimney windows at 302,306, 308, 319 Baneberry and 328 Sycamore. Michelle will meet with the maintenance committee and CTI onsite before CTI orders them.

CTI completed the roof and gutter blowing for all homes and garages. The maintenance team reports that they received positive feedback from residents and that all the work was done well. The invoice will be charged to the 2025 budget.



1720 East Franklin Street
Chapel Hill, NC 27514

Tel: 919.968.7226
Fax: 919.968.7995

www.millhouseproperties.com
 millhouseprop

The board approved replacing 15 garage windows. Kingsford has ordered the windows and they will arrive in the next couple of weeks. The maintenance committee provided a list of the 15 garage windows that need replacing. Those residents will be notified.

Trees

The tree committee walked all closes and found 55 trees that need to be removed. They compiled a spreadsheet listing all trees that need to be removed or pruned. Mill House will ask Davey Tree for an estimate for the tree work which will be shared with the board for approval. Davey Tree will send the proposal to Mill House this week.

Mill House asked Out the Door Plumbing to look at the stump located at 334 Whisperwood. They told us we will have to contact TriWater and have them on stand by since the water main is in the area of the stump. Since it is on the outside of the meter, TriWater would have to fix it.

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

Michelle Johnson (Director of HOA Operations) michelle@millhouseproperties.com or (919) 428-8205

Annetta Hoggard (HOA Assistant Manager) hoa@millhouseproperties.com or (919)448-5150

Finance Team hoafinance@millhouseproperties.com