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**Countryhouse Service Group V  
Management Report  
May 22, 2024 – June 18, 2024**

**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. Gale Fernandes has taken over the HOA finances for Mill House.. Gale has also taken over the [hoafinance@millhouseproperties.com](mailto:hoafinance@millhouseproperties.com) email address. Larry and Martha met with Michelle and the new finance team, Gale Fernandes and Danielle Jumalon.

**Work Orders**

During the period of May 22 through June 18, Mill House opened 17 work orders, the status of the work orders are; 5 were completed, 4 are assigned to vendors, 2 are scheduled and 6 are new. A work order is not marked complete until the invoice is paid, some of the "assigned" work orders are in the accounting process. If a work order is marked complete and there is no amount noted, this means it was either a non-HOA issue or the maintenance committee or a vendor was able to address it at no charge. Landscaping requests are now being tracked through the work order system in Appfolio.

**Community Wide Work**

Pest and Termite Consultants conducted the termite inspections on Thursday, May 23. There were 22 units that were not accessible during the first inspection so Pest and Termite Consultants came back for a second inspection on June 13.

Pressure washing was done in half of the closes last year. The board approved Greg Tilley to pressure wash the other half ( Beechmast, Sycamore, Weymouth, Linden and Whisperwood) from July 8-22. All residents have been notified and will be reminded closer to the time of service with the details.

Southern Outdoor Restoration completed the gutter cleaning from June 3-6 .

MHP received bids for painting front porches on Beechmast from CertaPro, Parks Painting and JcnJc and shared all bids with the board for approval. As soon as the board approves which vendor they would like to use, Mill House will get it scheduled.

John King is meeting with foundation contractors for the garage at 388 Lyndfield. Mill House will share bids with the board as soon as they are received.

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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