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**Countryhouse Service Group V
Management Report
September 18 – October 15, 2024**

Financials

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

Work Orders

During the period of September 18 through October 15, Mill House opened 14 work orders, the status of the work orders are 6 are assigned to vendors, 4 are scheduled and 4 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

Kingsford replaced 16 garage windows.

Chief Roofing has started Phase II of the roofing project. The updated schedule and details have been sent to all homeowners. Giles Flythe will start inspections.

The maintenance team inspected the HOA owned decks and provided a list of decks that needed repairs. A board approval has been added to Appfolio for repairs to eleven decks. Power washing is the responsibility of the homeowner.

MHP is getting estimates for gutter cleaning which will be done after all of the leaves have fallen.

MHP has received a couple of estimates for the garage foundation work at 388 Lyndfield. Several companies were contacted and many did not want to take on the job.

MHP is working with the board to get annual meeting information out to all homeowners.

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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