January 22, 2015

To: BOARD OF MANAGERS-PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.

From: Carrie Bailey

Subject: Manager’s Report

1. Unfinished Business
2. Maintenance-

1. Fox made final adjustments on 12/16/15 and improved the upstairs at 1001 and downstairs of 1002.

2. Roofs

 a. INSURANCE – Insurance settlement finalized on 1/8/2016 & contracted with Reconstruction Experts (RE) for $750,857.56; PWCCCA will pay deductible $50,000.

 b. ATTIC REPAIRS - RE – in process total cost, $41,034.62.

 c. ROTTTED TRIM – Completed - $9,200.

 d. TREE TRIMMING – $2,446.45 –Completed on January 6th.

3 HVAC

 a. Air Conditioning Innovative Solutions (ACIS) has completed cooling system testing and has bid $53,000 to make repairs. Zoom Air is evaluating the test results and submitting second bid.

 b. Boilers have been inspected; two additional bids are coming for replacement.

4. Utility Building Structure – subject to final boiler replacement plan

5. 15902 Coolwood – Association work complete until interior work allows.

1. Administration
2. Owner Insurance Certificates – ongoing
3. Occupancy Status Report – 73 leased.
4. Traffic light installation – City of Dallas will install however 20 other lights are in the queue subject to funding and there are no funds allocated for fiscal year 2016.
5. FEMA- LOMA – Request for remaining buildings submitted on 9/21/15 - 11/27received letter requested list of addresses & map (both were with appl.); sent them again 11/30. FEMA returned again – checking Mark Webb’s document and will resubmit.
6. Rules and Leasing Policy Revisions– final legal review in process.
7. New Business
8. Cars burglarized 1/10/2016 on Stillwood and 1/14/2016 on Preston Rd.
9. Unit 1111 – Office interior paint complete. Accessories provided by C. Bailey and will be labeled as personal property.
10. Executive Session
11. Delinquencies
12. Staff reduction
13. 2112 &2114 Status/Plans
14. Legal updates