

October 23, 2020

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

From: Carrie Bailey

Subject: Manager's Report

I. Unfinished Business

A. Operations

1. **Building Repair/Improvement** – One balcony & 2 fences and were replaced on the Club Crest/ Stillwood alley.
2. **Storm 6/9/2019** – final check for \$457,063.19 received on 8/24. Aspenmark is finishing punch items and warranty. Final payment of \$140,561.83 is being held pending completion.
3. **Parking Lot** – One bid received for \$15,800 – second bid is pending.
4. **Rolled roofing warranty claim with Tamko from 2016** – Claim documentation required by Tamko is being prepared for submittal.
5. **Tolson Engineering inspected 3 foundations on 7/14.** No work recommended at 15917 Archwood. Lifting is recommended at 15906 Club Crest and some framing repairs are needed at 15910 Club Crest. Work is also required at 15921/23 Preston. One bid is in and the second is pending.

B. Administration

1. **Owner Insurance Certificates** on going
2. **Occupancy Status Report - 2020 Cap 55** – 5 on waiting list however, none of these are vacant, they are not ready to be leased yet.
3. **Sales** – 2015/28 – 2016/30 - 2017/20 – 2018/17 – 2019/27- 2020/18
4. **Covid-19** - Attorneys continue to advise that community **pools remain closed** if staffing is not available to enforce the CDC guidelines.

II. New Business

A. Landscaping Bids: Current contract

1. Brightview Landscape Services (current provider) - \$27,200/ year with tax \$29,444
2. Landscape Professionals of Texas - \$45,800/year with tax \$49,362
3. Keane Landscaping Inc. - \$59,280/year with tax \$64,170.

III. Executive Session

A. Delinquencies

B. Violations

C. Legal