

October 25, 2022

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

From: Carrie Bailey

Subj: Manager's Report

I. Executive Session

A. Delinquencies

B. Violations

C. Legal

II. Unfinished Business

A. Operations

- 1. Building Repair/Renovation** –15901 Archwood is painted & address plaques installed - complete. 15918 Stillwood, currently waiting for new shutters, lights and address numbers due mid-November. Patio/balcony repair completed at Archwood. 15922 Archwood paint complete and address blocks installed; lights were replaced in August. Fences are being replaced at 5933 Copperwood, 15918 & 20 Coolwood. Exterior painting of 15909 & 11 Archwood is planned for November.
- 2. Parking Lot Repairs, Striping & Fire Lane Painting** – Completed – additional areas were added that needed replacement. Total cost for asphalt and painting, \$244,722.
- 3. New Trees** – Fannin Trees -3 are to be replaced under warranty.
- 4. Landscaping** – Landscape designer meeting scheduled this week. The plans developed and owner requests will be reviewed by the Landscape Committee and 2022/23 priorities established.
- 5. Utility Building Controlled Access** – A new exterior door to be installed for the Laundry Room then the card-controlled access system will be installed. Gate enclosures for the pool will be fabricated by DoorKing and card access will be integrated.
- 6. HVAC** – A leak behind 5901 Copperwood is being repaired.

B. Administration

- 1. Owner Insurance Certificates** - on going
- 2. Occupancy Status Report - 2022 Cap 50** –48 approved to lease- Zero on the waiting list and 9 have been approved but are not ready so are on hold for approval so that those who are ready can move forward with leasing.
- 3. Sales** – 2015-28, 2016-30, 2017-20, 2018-17, 2019-27, 2020-21, 2021-36, 2022-20
- 4. Covid-19** – On 8/11/2021 Judge Clay Jenkins issued new mask requirements & the Board approved policy: All are required to wear masks while inside Common & Limited Common Areas.

III. New Business

- A. Check Valves** added to HVAC hot water pumps to prevent backflow/stress - \$27,282.
- B.** The Country Club has placed barricades at their two parking lanes and Copperwood. Recommendation - add one at the Property Line in the lane just west of Club Crest at Copperwood. This will prevent traffic that enters the Club's parking lot from exiting through PWCCCA which will reduce the stress that the delivery trucks and other traffic place on the streets. In addition, it will improve security for the Club and the Condos.