

December 2, 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** –15918 Stillwood, waiting for new shutters, due mid-December. The window framing and the mansard roof decking and framing was rotted at 5937 Copperwood. The window framing has been repaired and Restoration Builders is preparing the bid for the mansard roof replacement. The exterior siding was leaking and found to be rotted at 15916 Coolwood. It has been replaced and painting will follow as the weather permits. The next façade for painting and address updates is 15909 & 11 Archwood.
2. **New Trees** – Fannin Trees -2 are to be replaced under warranty. The third one will be discounted by 50% since they have already replaced it once under the original warranty. Planting is scheduled for mid-December.
3. **Landscaping** – Landscape designer, Flower Child Plants recommended that irrigation be added to areas before any planting is done. They recommended Andy's Sprinklers and bids have been received for areas in front of 7 condos. Soils Alive was also recommended to provide soil analysis and periodic treatment.
4. **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.
5. **HVAC** – Parts are to be received next week for the leak behind 5901 Copperwood. Another leak has been found in the Coolwood/Archwood alley; repair is expected to be made next week.
6. Both **Golf Carts** needed repairs – they have been completed.

B. Administration

1. **Owner Insurance Certificates** - on going
2. **Occupancy Status Report - 2022 Cap 50** –49 approved to lease- Zero on the waiting list and 8 have been approved but are on hold until the owners are ready to lease.
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. Executive Session –

1. Fine of \$100 assessed to account 701419 for parking violations.
2. Fine of \$100 assessed to account 701449 for disturbing the peace.

B. **Check Valves** for the chilled water pumps are on hold pending engineering review of plans.

C. **Foundation Repairs** for 15902 Archwood are scheduled for this month by Brown Foundation. Bids have been requested for foundation/framing repairs at 15904 Archwood and 15918 Coolwood.

D. **Structural Engineer** scheduled to inspect the balcony at 15930 Club Crest on 12/5

E. **Temporary Generator** to protect HVAC pipes if power is lost during sub-freezing temperatures will be installed within the next 2 weeks.

F. **Nominating Committee Chair Appointment**