

December 7, 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 front balcony was repaired on east Copperwood and painting in process at 15915 Archwood. Lighting and address numbers are being upgraded on several buildings.
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. Additional bid in process.
4. **Rolled roofing warranty claim with Tamko from 2016** – Claim documentation required by Tamko is being prepared for submittal. Reconstruction Experts is preparing the scope and a bid.
5. **Tolson Engineering inspected 3 foundations on 7/14.** Foundation work was completed at 15906 Club Crest and 15921/23 Preston.

B. Administration

1. **Owner Insurance Certificates** on going
2. **Occupancy Status Report - 2020 Cap 55** – Four are on waiting list however, only one of these is vacant. Three are owner/family occupied and two are not ready to lease.
3. **Sales** – 2015/28 – 2016/30 - 2017/20 – 2018/17 – 2019/27- 2020/19
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. Recommend paying down Insurance Loan** by \$50,000 before yearend due to available cash

- B. Appoint Nominating Committee Chair**

III. Executive Session

A. Delinquencies

B. Violations

C. Legal