

PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.
MINUTES—BOARD OF MANAGERS MEETING— SEPTEMBER 27, 2016

Board Members Present: Nancy Baker, Jeff Hughes, Jo Leeper, Judith Lyle, Andy Pettit, Darrell Traeger, Betty Walley, Phyllis Wells

Operations Manager: Carrie Bailey

- I. TOWN HALL MEETING—was called to order at 6:11 PM by President Jo Leeper.
Homeowners Present: Susie Brown, Janet Kirkland, Jim Fountain, Jerry Williams, Wanda Brinlee, Peggy Carrell, Estella Shaw, Carolyn Stricker, R.E Branch, Elizabeth Santamaria, Stephen Singer, Peggy Sagers, Delisa Day, Betty Jo Patten, Deborah Traeger, William Ward, Dinorah Wand, Ron McFadden, Betty Nickels, Doree Tate, Judith Haynes, Jim and Lois McGivern, Bill Travis, Julie Hogg, Pat Barnett,
Carrie Bailey, Operations Manager, presented the following information:
 - A. Roof replacement update. The total cost for our reroofing project was \$777,446; the insurance company paid \$721,466 and the HOA paid the deductible of \$50,000 and \$6,000 for engineering and other repairs.
 - B. Fiber Optic Installation. Carrie discussed the ATT Fiber Optic Installation which is a government mandate after purchase of Direct TV to retrofit older properties with upgraded technology. This new system will be an addition to the infrastructure on the property and eventually be used instead of the old telephone wiring. At this time, ATT is the only provider offering services through these lines. Installation begins tomorrow on Preston Road and will continue through October. Maurilio and Poly will be replacing the air filters as the installation progresses throughout the property. Once completed services will be available to existing and new customers.
 - C. The association has replaced the hot water and HVAC heating boilers (in process) and rehabbed the chillers which are expected to last for three to five years. The cost to date is \$165,000. Total cost will be approximately \$425,000.00.
 - D. The Paving Project from 2009 has failed in many areas, some of which were repaired in 2010 through 2012. Because of the existing failure of the asphalt the roofing company cannot be held responsible for damages. The Association is pursuing the vendors for damages. It will cost approximately \$175,000 to correctly repair the areas that have failed which is projected to be completed in a few years when the funds are available. Temporary repairs to the severe areas of all roads will be done in October for \$27,000.
 - E. The Leasing Policy is the same as before except that the maximum number of units that can be leased have gone from 75 to 50 units to protect the financial stability of the association.
 - F. The Town Hall Meeting adjourned at 7:00 P.M.

OPEN FORUM

- A. Wanda Brinlee reported that there is one homeowner who continues to charge his electric car. Please take a picture and send to the office. The individual will be fined.
 - B. Estelle Shaw asked if she runs out of recycling bags can she put recycled trash in regular bags. We still have recycling service and encourage residents to buy the required clear recycle bags that are available at most grocery stores and continue recycling. **If residents put their recycled items with the regular garbage, it will increase costs by \$1,400 to \$2,000 per month and will require an increase in assessments.**
- II. MEETING CALLED TO ORDER –The regular meeting of the board was called to order by the president Jo Leeper at 7:05 P.M.
 - III. MINUTES - the Minutes of the AUGUST 23, 2016 Board of Managers meeting were distributed and read for corrections or additions. Joe Dobbs moved that we accept the minutes as presented. The motion was seconded and approved by nine board members.
 - IV. Actions taken via email:
 - A. Annual Insurance cost for the property
 - B. Resignation by Kenneth Kemp
 - C. Nancy Baker acceptance of vacated board position

V. MANAGERS REPORT SEPTEMBER 27, 2016

Unfinished Business

A. Maintenance-

1. Roofs- Complete. Bids for repairs and paint touch-up where gutters are not being replaced are in process.
2. HVAC Renovation
 - a. Air Conditioning System work completed on Chillers #1 & #2. Work to be done on Cooling Tower #1 will be completed after the boilers are replaced.
 - b. Domestic Hot Water Boilers Installation completed on 9-21-2016.
 - c. HVAC Boilers Replacement in process.

B. Administration

1. Owner Insurance Certificates – ongoing
2. Occupancy Status Report – 72 approved to be leased.
3. Traffic light installation – City reported on 3/19 that there are no funds available and the list of approved lights has increased from 20 to 30. Installation contingent upon city budget for 2016-2017.
4. FEMA - LOMA – Request for remaining buildings – FEMA sent a request for different information - Mark Webb is working on a response.
5. Pool Area Improvements – Completed.
6. PayLease 32 payments (13%) in September.
7. Website & eUnify website designer is working on upgrades to the website to be completed by November.
8. VoiceFriend – Community- wide announcement on 9-13 – 9 residents reported not receiving the message. Two owners were not identified as also being Residents in the system; 3 owners and 4 tenants had not returned the contact information forms with current information.
9. Parking Permits – Enforcement will begin with Notice of Violation Letters to residents that do not have permits displayed in their vehicles.
10. Parking Lot – Repairs are scheduled for October.
11. Office Hours – a rear access laundry card machine has been ordered and when it is installed we will change the office hours.

New Business

A. Answering Service Voicemail- The phone system has been changed and is no longer diverted from 12:00 to 1:00. After hours' messages were not being consistently recorded through the answering service if the caller wanted to record a message rather than needing an operator for an emergency call. Now calls are only diverted to the service when zero is pressed and an operator answers. There have been no reports of missed messages since the system has been changed.

B. AT&T Fiber Optic Installation – Installation begins on 9-28-2016 and all units are scheduled to have terminals installed by 10-21-2016. Underground line installation will follow. Project to be completed by year-end.

VI. TREASURER'S REPORT—Presented by Joe Dobbs and is attached to the minutes.

The Treasurers' Report was filed for audit.

VII. COMMITTEE REPORTS

- A. FINANCE COMMITTEE- Joe Dobbs reported that the committee is preparing the budget for 2017.
- B. BUILDING COMMITTEE- Darrell Traeger no report
- C. LANDSCAPE COMMITTEE – Betty Walley reported that we are happy it is raining so we do not have to water so much. Now can start to remove some trees that are growing into the foundations that are causing problems. Please turn off soaker hoses if you see them pooling and then call office to report. There are some trash trees that need to come down.
- D. ENERGY COMMITTEE-No Report.

- E. RULES COMMITTEE- Jeff Hughes and other members will walk through the community to identify cars illegally parked.
- A. COMMUNICATIONS- Judith Lyle and Susie Brown discussed newsletter contents to be sent in December.
- B. HOSPITALITY COMMITTEE – Phyllis Wells discussed National Night Out October 2 and the Yappy Halloween night for all homeowners, dog lovers, and their dogs on October 22.
- C. NOMINATIONS/ELECTION COMMITTEE-No report

VIII. UNFINISHED BUSINESS - See Manager's Report

A. Recycling Change – The lowest bid received was from Republic Services with a monthly cost of \$450 (vs. the cost to dispose of recyclables as garbage, \$1460.86). The city plans to remove their pilot program dumpsters at the end of September. Andy moved that we accept the Republic Services contract for recycling at \$450.00/month. Seconded by Jeff Hughes. Motion carried.

IX. NEW BUSINESS—See Manager's Report

A. Jeff moved that we establish an ad-hoc committee, Crime Watch, Seconded by Phyllis. Motion passed unanimously.

B. Jeff moved that we accept the appointment of Nancy Baker as Chairman of the Crime Watch Committee. Motion passed unanimously.

X. EXECUTIVE SESSION – VIOLATION, DELINQUENCIES, AND STAFFING.

XI. The MEETING was ADJOURNED AT 8:25 P.M.

Next Meeting is scheduled for Tuesday, OCTOBER 25, 2016 at 6:00 PM.

Judith Anne Lyle



Secretary