

March 22, 2021

To: BOARD OF MANAGERS-PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOC., INC.
From: Carrie Bailey
Subj: Manager's Report

I. Unfinished Business

A. Operations

1. **Building Repair/Improvement** – Painting completed at 15929 Archwood and 15930 Coolwood. Light fixture and address replacement pending. Trim paint in progress at 15926/8 Coolwood. Repairs and touchup painting is being done where shrubs were cut back. This work has started on Building A and will continue to B, then C and so on.
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**
 - a. **Striping** – 1st bid is \$15,800. Pavecon's bid is \$13,109. A 3rd bid is expected later this week from Pavement Services.
 - b. **Potholes** – Materials have arrived and repairs will be done as time/weather permit.
4. **Rolled roofing warranty claim with Tamko from 2016** – Claim documentation required is being prepared for submittal. Reconstruction Experts is preparing the scope and a bid.
5. **Underground Water Leaks** – Due to the devastating Freeze which began on 2/11/2021 and continued until 2/19/2021 plumbing companies were backed up 2 and 3 weeks delaying the HVAC line repairs. On Sunday 2/21 a major heating line broke and plumbers were not able to make the repair until 3/11. Another break occurred late on 3/11 causing the heat to be off for the entire community from 2/21 to 3/17. A cold-water line broke on east Copperwood on 3/4; service restored on 3/17.
6. **Rejuvenation Pruning** – Brightview Landscaping completed most of the job but there are a few things that will be completed during the weekly maintenance – cost **\$9,666.98**
7. **Tree Replacement & Additions** - After review, the total number of trees added was increased to 23. By increasing the number, the impact will be significant and convey a repeated theme that ties the disparate landscaping together as updates are implemented. Total cost **\$12,431.43**.

B. Administration

1. **Owner Insurance Certificates** on going
2. **Occupancy Status Report - 2021 Cap 50** –52 approved to lease- 5 are on waiting list however, 3 will need become vacant before any can be approved.
3. **Sales** – 2015/28 – 2016/30 - 2017/20 – 2018/17 – 2019/27- 2020/21-2021/3
4. **Covid-19** – Due to the governor's executive order GA-3, effective 3/10/2021. The pool area has been reopened on the condition that person's using the pool comply with CDC guidelines of wearing masks, 6' distancing and sanitization.

II. New Business

A. Freeze 2/11-19/2021 – Costs are being tracked to report the financial impact to the community. The staff responded to each emergency call, made all the plumbing repairs and restored water service to all within hours. Remediation crews were not available to most residents, so the staff water vacuumed, removed damaged sheetrock and wet insulation and placed available heaters and dehumidifiers in many condos to assist the owners with the mitigation process.

1. Property Damage

a. **Condos** - Nine burst pipes, water in 12 condos. Roger Munoz, (a vendor used by the association) removed wood/laminate flooring from the wet areas in 3 condos to help the owners; those costs will be billed to the owners. Due to mitigation by the staff only 4 condos have had to replace flooring. The insurance adjuster for the association reported that the association, as the Primary Insured, was responsible for replacing the sheetrock, texturing and priming. This has been completed in all except one condo. His estimate after viewing all condos with damage was less than the deductible so there will not be a “loss” on the Loss History.

b. **Common areas** – The red tile on front porch/corridors has broken at several entries. Repairs are being assessed.

2. Plant Damage Insurance does not cover plant loss.

a. **Shrubs** - All Indian hawthorns, pittosporums, oleander and agapanthus were frozen and, most likely, will not come back. It remains to be seen if the loropetalums and ligustrums that froze will come back.

b. **Trees** - Damage to the trees will take time to assess. The best action to help the trees overcome the stress is to apply liquid fertilizer 3 times this year.

B. Tree Fertilization Contract – Due to the extreme stress caused by the freeze, all the major existing and new trees need to be fertilized now, in the summer and in the fall to help them survive. Fannin Tree has proposed **\$14,029.20** (78 trees, 3 times = \$60 per fertilization)

C. Renewal of Entech HVAC Preventive Maintenance Contract – Covers the boilers, pumps, motors and cooling tower. \$15,420.

III. Executive Session

A. Delinquencies

B. Violations

C. Legal