

May 20, 2025

To: Board of Managers, Prestonwood Country Club Condominium Association, Inc.  
From: Carrie Bailey, Operations Manager  
Subject: Monthly Manager's Report

I. Executive Session

II. Unfinished Business

A. Operations

1. Mansard Roofs -GAF Roofing Warranty – On 5/21/2025 GAF made an offer in response to the lawsuit -have Staz-on Roofing replace the fallen shingles or give us money based on their bid. It is about half the cost to replace the shingles, so our attorney is countering the offer. We will move forward with replacement upgrading to Standing Seam Metal.
2. HVAC
  - a. Underground Leaks/Valve Replacements – we have only had one new leak which has been repaired. Currently there is a leak in a 5” line in the Chiller room. The first bid is \$10,400. A second bid has been requested.
  - b. Nanobubbler installation is complete. Tower cleaning is being scheduled to reduce debris in water.
3. Building Repair/Renovation
  - a. Exterior trim repairs and painting are being addressed in alleys and building siding. Buildings A, F, B & C are complete. D is in process & E will follow.
  - b. Pool Controlled Access – The installation is being completed today. The plan is to activate the locks on Friday, 5/23, will be active for the Memorial Day weekend and going forward.
4. Final trim work at the Library entrance and permanent signage will be installed in pool area in the next few weeks.
5. Landscaping – Agave pruning is complete. Kscapes still has several projects pending that are scheduled to be completed this week and next. Most of the plants for the 2025 Landscape Plan have been planted and the rest are planned to be by the end of next week. River rock installation will be done by our staff in the next 2 weeks.

.B. Administration

1. Owner Insurance Certificates — Ongoing
2. Occupancy Status Report — Cap 50 — 50 approved, 4 on waiting list, 5 approved but are on hold/ not ready to lease.
3. Sales-2015-28, '16-30, '17-20, '18-17, '19-27, '20-21, '21-36, '22-22, '23-19, '24-15, 25'-4.
4. PWCCCA Book Club will meet on 6/11 Wednesday at 6 p.m. in the Library.

III. New Business

- A. Executive Session Actions – Review of Owner requests to wave fees.
- B. The next meeting will be on Tuesday, July 22.