

May 26, 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** – Painting and repair in progress on 15922 Stillwood.
2. **Underground leak on heater system** – Completed repair of 7 leaks this year – total cost \$23,000
3. **Storm 6/9/2019** – Expect completion of all work by 6/9/2020
4. **Parking Lot** – Aspenmark paid for \$35,000 in repairs, the association added \$12,000 & will be doing about \$3,000 more this summer.
5. **Tree Lighting completed** - New club manager is improving the parking light lighting.

**B. Administration**

1. **Owner Insurance Certificates** on going
2. **Occupancy Status Report - 2020 Cap 55** – 3 on waiting list
3. **Sales** – 2015/28 – 2016/30 - 2017/20 – 2018/17 – 2019/27- 2020/6
4. **FHA Renewal Approved**- will expire on 4/30/2023
5. **Pending Lawsuit** was settled through mediation.

**C. Aluminum wiring remediation** – Project 50% - Many bad receptacles and switches found.

**II. New Business –**

- A. **Covid19** – The manager and board members are attending webinars weekly that advise of the latest actions needed to meet state and federal requirements. \$2,600 spent on supplies which includes a trash and wipe dispenser for the laundry room.
- B. **Electrical** -Additional issue of grounding is being researched. Also, microwave receptacles that are not accessible must be so – working on way to address.
- C. **Country Club**- new manager, James Spadoni – car theft – golfer's cars are target – security added.

**Executive Session**

- A. **Delinquencies**
- B. **Violations**
- C. **Legal**