

June 22, 2018

To: BOARD OF MANAGERS-PRESTONWOOD COUNTRY CLUB CONDOMINIUM ASSOCIATION, INC.

From: Carrie Bailey

Subject: Manager's Report

**I. Unfinished Business**

**A. Operations**

1. **HVAC Renovation – Chiller, Switch Gear and Controller Replacement**-Complete. It has been determined that the Cooling Towers are not adequate for the size of the chillers. While the new chillers are the same size as the old ones, there were not operational problems prior to the change. The new chillers require the water from the cooling towers to be 85 degrees and the towers can not maintain that temperature on hot days. In addition, we have had two pumps fail since the new equipment was installed. We are working with the vendors to develop solutions to both of these issues.
2. **New street and speed limit signs** – installation is in progress.
3. **Landscaping Improvement Project** – will be completed next week when the artificial turf will be installed at the east end of Copperwood and in front of 15919 Preston.

**B. Administration**

1. **Owner Insurance Certificates** – ongoing
2. **Occupancy Status Report - 2017 Cap 65** – 65 approved to be leased – 1 on waiting list.
3. **Sales** – 2015/28 – 2016/30- 2017/20 – YTD 2018/7
4. **Traffic sign installation** – Pat Gleason has filed a request for a flashing yellow light with the Texas Department of Transportation and it has been approved a sign only.
5. **PayLease** - 32 payments (13%) in September 2016/ 68 (28%) May 2018
6. **Recycling Change** – No update - Transition from City of Dallas service is delayed until the country club repairs the gates to the enclosure. Club management has acknowledged the need and agreed to make repair however have not provided a scheduled completion date.
7. **July 3<sup>rd</sup> BBQ** – 2 have paid to attend.
8. **DNA testing for dogs**

**II. New Business - none**

**III. Executive Session**

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