

July 27, 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** – Fence/Balcony replacement/repairs in alleys of Archwood/Preston & Stillwood/Club Crest. Painting completed at 15908 Archwood and 15912 & 14 Coolwood.
 - 2. **Storm 6/9/2019** – waiting for final funding of the insurance claim.
 - 3. **Parking Lot** – Final asphalt repairs completed. Painting will follow.
 - 4. **Electrical Remediation - Condos** – Completion of the project is projected to be on 8/28. The schedule has been prepared based on locations and proximity for greater efficiency. This is necessary so that all are done before the insurance renewal date. Notice is being sent this week. There will not be options to reschedule during the final 4 weeks.
 - B. Administration
 - 1. **Owner Insurance Certificates** on going
 - 2. **Occupancy Status Report - 2020 Cap 55** – 9 on waiting list
 - 3. **Sales** – 2015/28 – 2016/30 - 2017/20 – 2018/17 – 2019/27- 2020/8
 - 4. **Covid19** -Attorneys continue to advise that community pools remain closed if staffing is not available to enforce the CDC guidelines.
- II. New Business
 - A. **Tolson Engineering inspected 3 foundations on 7/14.** Results are expected later this week.
 - B. **Rolled roofing warranty claim with Tamko from 2016** – A modified bitumen roofing was used on roofs with low slope. Tar is melting and dripping off several buildings. Reconstruction Experts inspected and determined that it is a product failure. The manufacturer, Tamko, requires the owner to file a claim and submit significant documentation before they will respond. This includes photos details of the application and bids from 3 roofers. It is projected that they will respond in 6 to 8 weeks after the documents are submitted.
 - C. **Owner request for review of Leasing Policy cap.-8** have applied to lease between 6/20 & 7/21. Of these, 4 are vacant, and of those, 3 have not been leased before. (One married, two have had family members move out.)
- III. Executive Session
 - A. Delinquencies
 - B. Violations
 - C. Legal