

August 22, 2019

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

From: Carrie Bailey

Subject: Manager's Report

I. Unfinished Business

A. Operations

1. **Building Repair/Improvement** – Painting is complete at the office building, 15918 Club Crest. Shutters, address numbers, mailbox and sign are ordered. The new door and security access will be installed during the next month.
2. **Underground leak on heater system** – One leak still needs repair. A special flex line has been ordered to make the repair. Insulation company will be working on those that are repaired and then the openings will be closed.
3. **Storm 6/9/2019** –D2 Consulting Group has submitted an estimate for the damages, with a few items still not quantified, the total projected cost is \$622,479.97. The insurance valuation of the roof replacement was \$750,000. Committee to interview roofing companies needs to be established. Emerald Construction has recommended that insulation be added while the roof is being replaced. Completed or contracted work to date – partial tree work, fences, rails, partial gutters, partial roof & chimneys - \$46,912.
4. **Laundry Equipment Replacement** – to be completed on 8/23/2019. Problems with the water connections and the insulation and sheet rock on the wall behind the dryers required the staff to spend 2 days making repairs.

B. Administration

1. **Owner Insurance Certificates** – ongoing
2. **Occupancy Status Report - 2019 Cap 60** – 60 approved to be leased-2 on waiting list.
3. **Sales** – 2015/28 – 2016/30 - 2017/20 – 2018/17 – 2019 y-t-d/13
4. **PayLease** - 32 payments (13%) in September 2016/ 79 July 2019
5. **Tax reimbursement** – Received check from the state for \$25,307.97. Payment to HVAC Loan in that amount.

II. New Business

- A. **Proposals for Security Patrols** are in process. The country club manager, Dan Riker, has agreed to share cost for a test period of 90 days.

III. Executive Session

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