

June 27, 2023

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

I. **Executive Session**

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

II. **Unfinished Business**

A. **Operations**

1. **Building Repair/Renovation**

- a. 15904 Archwood and 15918 Coolwood have areas of rotted foundation beam. Bids are pending.
 - b. 15930 Club Crest 2104/1104 Repairs to balcony/patio were completed on 6/21/2023.
 - c. Soffits on the east end of west Copperwood replaced and painted-Complete.
 - d. The next exterior renovation are in progress at 5825 Copperwood.
2. **Utility Building Controlled Access** – Proposal received – doors and system components being ordered – expected delivery late September/early October.
3. **Domestic water leaks** – Another new hot water leak was found and repaired last week.
5. **Outside Lighting at Pool/Laundry Room**-A new fixture is ordered for Laundry Quality Pools pool light repair and replacement completed.
6. **Library and Restrooms** reopened on 5/29/2023.
7. **HVAC** – problem with control system is being investigated by Daikin and JMS.
8. **AT&T** – has provided a bid for voice over IP but it was slightly higher than our current rate with Ooma. They are researching the cost for all the services they provide for us to see if bundled services would reduce other costs which would justify making the change. No update
9. **Electric Car Charging Stations** – A support company is going to submit a bid to survey the property and determine the cost to install charging stations. I have talked with a company that installs them and pays a small portion of usage back, but there will likely be a significant cost to run electrical lines to station locations. No Update.

B. **Administration**

- 1. **Owner Insurance Certificates** – Ongoing
- 2. **Occupancy Status Report – Cap 50** – 50 Approved to Lease, 4 on the waiting list, 5 approved but are on hold as they are not ready to lease.
- 3. **Sales**-2015-28, '16-30, '17-20, '18-17, '19-27, '20-21, '21-36, '22-22, 2023-14

III. **New Business**

- A. **Executive Session Summary** – Legal Review
- B. **City of Dallas** – Multitenant Registration Policy Requirements Inspection on 6/9/2023.