

January 28, 2025

To: Board of Managers, Prestonwood Country Club Condominium Association, Inc.

From: Carrie Bailey, Operations Manager

Subject: Monthly Manager's Report

- I. Executive Session
  - A. GAF - Legal
  - B. Hearing with Malena Marshall
- II. Unfinished Business
  - A. Operations
    1. Mansard Roofs -GAF Roofing Warranty – GAF reopened warranty claims and inspected on 11/6/2024. Their system shows “Pending inspection”. Bid received for Standing Seam metal - \$100,000 vs \$78,000 for asphalt shingles.
    2. HVAC
      - a. Underground Leaks/Valve Replacements — 17 new sets of valves have been installed in the past 6 weeks. Most have been on the Preston/Archwood alley.
      - b. Nanobubbler installation should be completed on Friday.
      - c. Proposal for adding variable frequency drives (VFDs) to the 9 pump motors is in from MPI but not from Daikin.
      - d. Acid washing of Chiller #1 completed on 1/8.
      - e. New discharge meter has been ordered for the makeup water from the chillers.
    3. Structural Repairs – 1078/2078 Research determined that the floor has not moved in several years. It will be monitored when filters are changed. If additional movement happens, action will be taken.
    4. Building Repair/Renovation
      - a. Exterior trim repairs and painting are being addressed in alleys and building siding. Buildings A & F are complete. Bldg B is in process.
      - b. Pool Controlled Access – Gate configuration design has been finalized. Doorking is preparing drawings and contract.
    5. Electrical line replacement completed and power restored on west Stillwood on 12/4.
    6. German Schmar finish is to be done in the next few weeks to repair missing mortar on the Utility Bldg. Also, will be done on the monument sign.
    7. Drain, catch basin and sump pump were added to the front of 15935 Coolwood. Crushed granite and river rock will be added.
    8. Tree pruning has been completed.

B. Administration

1. Owner Insurance Certificates — Ongoing
2. Occupancy Status Report — Cap 50 — 47 approved, 0 on waiting list, 5 approved but are on hold/ not ready to lease.
3. Sales-2015-28, '16-30, '17-20, '18-17, '19-27, '20-21, '21-36, '22-22, '23-19, '24-15, 25'-1
4. Chunk your Junk is this weekend. 1/31-2/2.
5. PWCCCA Book Club will meet on 2/5, Wednesday at 6 p.m. in the Library.
6. Insulation of the attics - on the ballot for the Annual Meeting
7. Reserve study update needed. CAR not in business so bids have been requested.
8. City of Dallas – Multitenant registration was completed on 1/22 for 2025 \$1,475.

III. New Business

- A. Executive Session Actions
- B. Annual Meeting will be on 2/23, Sunday, sign in at 2:30, meeting begins at 3:00. Online voting will begin on 2/14.
- C.