

Manager's Report

Pine Ridge Property Owners Association, Inc.

To: The Board of Directors

From: Gail A. Denny, AMS, CMCA, LCAM

Date: January 19, 2018

1. Maintenance is caring for the common facilities; US Lawns continues to provide landscape services, and irrigation checks for the 491 and 486 entrances, as well as specific areas of the 94-acre community center complex. The 486 sign repair is in progress as the necessary brick material is on order. We have 13 trail crossings that will be built new out of black vinyl material within the next couple of months, as well as board repairs. The Mustang column was demolished on the inbound side; I am waiting on the sign proposal to submit the insured's carrier. The playground canopy is back in place thanks to Lori and the assistance of Brian's team at Pro Pressure Clean for a small service charge to lend a couple of hands on this replacement. **Maintenance:** Trail crossing painting is not complete as we have new board to replace and paint and the weather is not conducive to painting. Therefore, the status of painting the crossing is on hold. Trail bush hogging; we will identify the immediate areas in need and will present a plan to the PREL to coordinate all work needed.

2. We are actively collecting on delinquent accounts through the coordinated efforts of this office and the associations' attorney. Legal three payment pending release, with several payoff requests in progress. Two large payoffs board initiated lien foreclosure are pending release from legal. The total outstanding accounts receivable including dues, fines, finance charges, late fees, miscellaneous and non-legal costs as of 12/31/17 \$30,838.66. The total as of 1/19/2018 that includes past collections and current dues is \$167,717.80.

3. The office is busy working on collections, violations, accepting and reviewing ADC applications for submission to the committee and much more. I am pleased to report payments are arriving timely and I anticipate minimal second notices. We are collecting data for the 2017 annual audit as per the request of your audit team. I continue to collect items with regard to your deed restrictions that at some point you may wish to do a workshop on. I am also pleased to share with you that your picnic pavilions, playground area and shuffleboard courts have been very busy lately; it is a great thing to see the community enjoying the amenity that the board worked together on for everyone's enjoyment. Diane Plath continues to serve as barn manager. We have fourteen horses in the facility at this time.

4. We are actively working on properties with single or multiple violations on the same. I have (3) on tracking; we have three in legal and one is resolved. However, it is being reviewed for final closure.

Projects Pending and updates:

1. Wash rack drainage- re-bidding contractor no show
2. Horse Crossing Replacement/Repair- In progress per budget approval