

## Manager's Report

**Pine Ridge Property Owners Association, Inc.**

**To: The Board of Directors**

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

**Date: October 18, 2018**

1. Maintenance and contractors continue to care for the common facilities; US Lawns provides landscape services, and irrigation checks for the 491 and 486 entrances, as well as specific areas of the 94-acre community center complex. The new landscape and mulch around the equestrian facility was installed and the plants will fill in nicely. Heavy tree cutting, and removal occurred at the complex just in time to reduce potential incident during the storm. The Yellow trail entrance from PRB is now open; Henley's Grading did a fine job! **Maintenance:** Pasture mowing, and trail maintenance continues, we had some delay with the tractor in for service. The arenas are maintained once a week weather permitting. The playground, and pavilions are being pressure washed, the playground barrier and rubber mulch renewed as well. Trail labeling is partially done and pending newly installed crossings. The road signs with high weed overgrowth will be cleaned up within the next few weeks and Thanks to Director Smith for reminding me to ask the county about the DRA's and a schedule of maintenance. We welcome Austin, he is here part-time and is doing a great job to assist Lori with maintenance.

2. We are actively collecting on delinquent accounts through the coordinated efforts of this office and the associations' attorney; currently we are pending release of two payments on properties that were in lien. We have two outstanding surplus bids submitted to the county for tax deed sale, one is paid in full and pending release from legal and the other is pending release of funds directly to the association. The total outstanding accounts receivable including dues, fines, finance charges, late fees, miscellaneous and non-legal costs as of 10.18.18 which includes past collections and current dues is \$36,206.91 of which only \$18,215.92 is outstanding annual dues.

3. The office continues to work on numerous estoppel requests, the volunteer lunch was a success! The proposed budget was delayed due to collection of maintenance items; it should be released to the board by the first of November and voted on at the December meeting. We have had several volunteers come forward to serve the Deed Restriction Committee. We will start preparing for annual dues statement processing and for the 2018 annual audit. We are doing our usual with collections, violations, accepting and reviewing ADC applications for submission to the committee, deed changes, estoppels, county permit validation and much more. The Barn Manager Diane Plath continues to do an excellent job; we have one opening, but not for long.

4. We are actively working on 15 properties with single or multiple violations. I have (4) on tracking; we have one in legal.

### **Projects Pending and updates:**

1. Wash rack drainage- re-bidding contractor no show
2. Horse Crossing Replacement/Repair- Ready for next phase 2019
3. Arena Painting – Completed
4. Taking Bids for the Community Center Ceiling project – remove, repair and replace popcorn finish.

