

Manager's Report

Pine Ridge Property Owners Association, Inc.

To: The Board of Directors

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

Date: December 17, 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. **Maintenance:** Made repairs to barn door issues, pressure cleaned the interior of the facility, the picnic pavilions, as well as fencing. The fence paint project was started and should be completed weather permitting. The playground swing set ground will receive new rubber boarder mulch as it is in the process of being revamped. They continue to pick the main roads, and we have had help from community volunteers. Several fencing replacement projects are underway.

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 four payments on properties that were in lien or lien foreclosure. We have one outstanding surplus bid submitted to the county in March for tax deed sale, and it should be released to the association this week. The total outstanding accounts receivable including dues, fines, finance charges, late fees, miscellaneous and non-legal costs as of 12.17.18 which includes past collections and some current dues is \$35,111.55.

3. The office continues to work on daily processes i.e. deed changes, estoppels, guidance with ADC Applications and more. Statements were processed, and the billing should be out next week. Many pre-pay payments have been received. We are working with CenterState Bank as they have a new lockbox address. They have elected to send a letter with your billing free of charge. 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 7 properties with single or multiple violations. I have (4) on tracking and one in legal.

Projects Pending and updates:

1. Wash rack drainage- re-bidding contractor no show; trying to locate a contractor
2. Horse Crossing Replacement/Repair- Ready for next phase 2019
3. Community Center Ceiling project – remove, repair and replace popcorn finish. In 2019 budget from bids received.