

Manager's Report

Pine Ridge Property Owners Association, Inc.

To: The Board of Directors

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

Date: March 25, 2019

1. Maintenance continues to care for the common facilities and has taken over all aspects of the landscape at the Community Center Complex; US Lawns provides landscape services, and irrigation checks for the 491 and 486 entrances. **Maintenance:** I commend Lori for her diligent effort in getting the tennis court lights replaced, not only is that a difficult task it can be costly. However, Lori searched and found a local vendor who charged a very reasonable rate saving the association at least \$700 on the repairs. The community center ceilings, wow what can I say! I have never seen such a fast, proficient painting service. They came in with a team of 13 or more and worked that ceiling over to perfection. We have some minor wall painting to do. Tyler Duncan Painting did a fantastic job! Maintenance is in full swing with Spring cleanup, getting repairs done on tennis courts, fencing out in the pastures, keeping up with the ground's maintenance, and trails. Weather permitting, they should be able to get to these items as planned. Thank you, Mr. and Mrs. Vargo, for setting up the Dressage equipment, and Kim Smith for her efforts as well. We will miss Jo Budny as she was our person to go to for these types of updates. But again, thank you to all of you.

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 one property that was in lien or lien foreclosure, have one payment arrangement and several payoff requests pending payment. The total outstanding accounts receivable including dues, fines, finance charges, late fees, miscellaneous and non-legal costs as of 3.25.19 which includes past collections in the amount of \$54,319.47 out of this total 36 accounts are in collection that total. Demand letters have been sent to those owners that are currently delinquent.

3. The audit report was released to the board and has been given to those who requested it. This report is available in the office to the owners. The office continues to work on daily processes i.e. deed changes, estoppels, guidance with ADC Applications, collection efforts and more. As for the annual meeting and board election, Brenda Roberts and I did an in service for the volunteers who will count on the 9th. What a great team! We are following all procedures and checking in ballots daily. The Barn Manager Diane Plath continues to do an excellent job; we will have two openings in April.

4. We are actively working on 15 properties with single or multiple violations. I have (2) on tracking and one in legal.

Projects Pending and updates:

1. Wash rack drainage- Cost approved in budget and the amount of this repair is on walkway placement for the shed project.
2. Storage Shed and walkway – Pending updated proposal
3. Horse Crossing Replacement/Repair- 2019 phase per budget is in progress
4. Community Center Ceiling project – Complete