

Manager's Report

Pine Ridge Property Owners Association, Inc.

To: The Board of Directors

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

Date: January 24, 2023

1. Maintenance continues to care for the Community Center Complex and all other areas, including mowing, building issues and cleanup of the grounds. US Lawns provides landscape services, pest control and irrigation review and repairs at the 491 & 486 entrances. The courts at the sport complex were cleaned and other repairs were made, the practice wall at the upper courts was re-lined with new tape and is ready for use. Areas of the barn were pressure washed and a few rafters were repaired/reinforced. Projects: 491 and 486 landscape placements pending until Spring of 2023, electrical for the Pine Ridge Equestrian Center bids with RFP a bidder was selected. The 486 columns and sign designs and quotes will be ready for review early February, painting for the barn aisle and the bars on the stalls, pending until the electrical upgrade is complete.
2. We continue to collect through this office and the associations' attorney; currently two accounts pending release from legal, and no ax deed surplus requests pending payment. The A/R owner balances inclusive of fees, and interest as of January 24, 2023, is \$136,872.00 this includes past delinquent accounts. The monthly report shows an increase from my last report due to 2023 annual assessments charged, but they are still currently being paid into the association.
3. The office is busy working with new owners, sending welcome packets, and assisting current residents regarding guidance with their projects and general questions. We continue to help guide with ADC applications for review and do our best with collecting the check lists for a smooth review process. The staff and I continue to promote the use of electronic process and encourage the title companies to assist us with the forms for communication and electronic sign up. We are awaiting the auditors visit for the 2022 audit. We are working with owners to get registered on all electronic processes, to include making payments, voting and to be informed with the stay in touch communications. The mandatory survey was sent out via CINC HOA as directed and owners are currently involving in the process. 2023 annual billing statements were delayed but went out the last week in December 2022, the CINC system required a certain scan bar set up and approval; this was the very first time Pine Ridge processed statements through an approved CINC vendor, it was needed so that the lockbox did not return items to the office and delay payments. The eStatement process worked well. However, I would recommend starting earlier, perhaps near the end of October with a cutoff date of December 9th to receive pre-payments.
4. We have no openings in the barn and a waiting list in place now that has 6 horses waiting on the new entry list and 6 on the return, 17 total horses reside at the facility. Libby Mank continues to do a great job; we appreciate her hard work!