

Manager's Report

Pine Ridge Property Owners Association, Inc.

To: The Board of Directors

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

Date: February 20, 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. US Lawns will hard prune the wall at 491 to bring back regrowth, weed and feed, will cut back hedges and trim grasses as is done in the Spring. The trees will be lifted and dead trees removed at 491 by JHL Tree Service. We are waiting on the newly revised landscape bids for 491 & 486, along with mulch. The courts at the sport complex were cleaned and other repairs were made, the the practice wall at the upper courts was re-lined with new tape and is ready for use. The 486 columns and sign designs and quotes will be ready for review March due to the necessity of three bids, painting for the barn aisle and the bars on the stalls, pending until the electrical upgrade is complete. Maintenance has been out on trails and will be working in the security room on the update project.
2. We continue to collect through this office and the associations' attorney; currently one account pending release from legal, and no tax deed surplus requests pending payment. The A/R owner balances inclusive of fees, and interest as of February 20, 2023, is \$83,669.95 this includes past delinquent accounts. The monthly report shows a decrease from my last report due to continued payments, tax surplus and several legal cases closed.
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 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. On Saturday February 4th, 98 electronic statements were sent out and this assisted in reducing paper by approximately 12%, Between February 14-17th 355 statements mailed out. The auditors collected we hope to be the last of the data until the site visit; that date is pending.
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!
5. Projects:
 - A. Barn Electrical ~ Approved
 - B. Security Room A/C system ~ Approved
 - C. Concrete Stairs from parking lot to Security Room/Access to Equestrian Mtg. Rm. ~ Approved
 - D. 486 & 491 Landscape updates ~ Pending Bids
 - E. 486 Sign Replacement with in & out bound columns with decorative signs ~ Pending Bids