

## Manager's Report

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

**To: The Board of Directors**

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

**Date: April 21, 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 is updating 491 with plants, sod, and flowers along with adding sod; mulch is directly after. 486 is on the board agenda and hope to see that the updates follow shortly after. The electrical upgrade is complete, the security/storage office a/c system is the next project on the schedule.
2. We continue to collect through this office and the associations' attorney; currently two accounts pending release from legal, and no tax deed surplus requests pending payment. The A/R owner balances inclusive of fees, and interest as of April 21, 2023, is \$ 45,464.30 this includes past delinquent accounts. The monthly report shows a decrease from my last report due to continued payments, and legal cases closing.
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. The 2022 audit is complete. and was distributed to the board and any owners who requested a copy. Demand letters were processed, and payments are steadily arriving. A combination postcard to include the newly approved deed update and recording information along with a survey for bocci ball courts is in progress.
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 ~ Complete
  - B. Security Room A/C system ~ In Progress
  - C. Concrete Stairs from parking lot to Security Room/Access to Equestrian Mtg. Rm. ~ On Hold
  - D. 486 & 491 Landscape updates ~ 486 bid submitted, 491 in progress
  - E. 486 Sign Replacement with in & out bound columns with decorative signs ~ Approved and in progress.