

## Manager's Report

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

**To: The Board of Directors**

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

**Date: May 18, 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 did a wonderful job with updating 491 and 486, plants, sod, flowers, and mulch. The electrical split unit A/C system is complete for the security office, and maintenance is still working on the upgrades to the facility. The maintenance team closed the dog run for fortification and other work; the time down has helped tremendously. The pastures are also being rotated and have a time limitation of use until further notice. All other common maintenance items are cared for, and other projects are on schedule. We are still awaiting the vendor drawings for the columns so I can take them to the county for permitting.
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 May 18, 2023, is \$38,157.01 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 second wave of demand letters were processed, and payments are steadily arriving.
4. We have two openings in the barn that will be filled June 1 and a waiting list in place now that has 4 horses waiting on the new entry list and 6 on the return, 15 total horses reside at the facility. Libby Mank continues to do a great job; we appreciate her hard work!
5. Projects:
  - A. Security Room A/C system ~ Completed
  - B. Concrete Stairs from parking lot to Security Room/Access to Equestrian Mtg. Rm. ~ rebid
  - C. 486 & 491 Landscape updates ~ 486 bid submitted, 491 ~ completed
  - D. 486 Sign Replacement with in & out bound columns with decorative signs ~ Approved and in progress.