

Manager's Report

Pine Ridge Property Owners Association, Inc.

To: The Board of Directors

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

Date: February 27, 2024

1. Maintenance continues to care for the Community Center Complex and all other areas, including mowing, buildings, and cleanup of the grounds. US Lawns provides landscape services, pest control and irrigation review and repairs at the 491 & 486 entrances. All other common maintenance items are cared for, and other projects are on schedule. The signs are here for 486, all that is pending is the installation of the columns, the upper pickleball/tennis courts repair and new surface painting is complete. The Equestrian center plumbing is still being reviewed; toilets were changed in the lady's restroom in the same and has helped somewhat; a new bid is forthcoming from a reputable plumber. Maintenance started to salvage the upper court pavilions, the rust was very heavy and in some cases all the way through and the integrity of the units and staff time became a concern. New sport court outdoor tables with umbrellas are being proposed for outside of the courts. Maintenance worked on several trails clearing trees and had professional tree service assistance with some of the difficult issues. The team bush hogged after trees were cleared, this process is still ongoing. A large dumping of debris was discovered outside of a Pine Ridge Park site, in the utility easement, staff will attempt clean up and secure the area with tree logs and re-stake the no trespass signs.
2. We continue to collect through this office and the associations' attorney; currently two accounts are pending funds to be released from legal, and six tax deed surplus requests submitted and will take 6-8 months to release. The A/R owner balances inclusive of fees, and interest as of February 27, 2024, is \$70,951.96. This includes past delinquent accounts and monthly interest. The monthly report shows a decrease from my last report due to the second billing and payments continuing to arrive. Out of the above balance \$22,870.04 is being worked on through legal with 33 accounts outstanding.
3. The office is busy working with new and current owners 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. Welcome packets go out twice per month. The staff and I continue to promote the use of electronic processes and encourage the title companies to assist us with the forms for communication and electronic sign up. Estoppel communications have been very busy, deed changes as well. Reminder statements were sent to delinquent account owners. The audit is underway, we have provided all documents requested to date and await a site review. We will miss Linda Ketchum but are happy to welcome Ann Harrison back to the team as the new administrative assistant.
4. We have no openings in the barn and the waiting list now has 2 horses waiting on the new entry and 7 on the return list, 16 total horses reside at the facility as of February 1, with one pending entry to make it 17. Libby Mank continues to do a great job; we appreciate her hard work!
5. Projects:
 - A. 486 Sign Replacement with in & out bound columns with decorative signs ~in progress
 - B. Equestrian Center plumbing ~ Updates made, and additional bid is pending
 - C. Equestrian Trails- Letters and Signs placement