

## Manager's Report

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

**To: The Board of Directors**

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

**Date: June 19, 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 486 entrance columns with signage continue to be held up by the column permit which had to go back through CC engineering., but they are ready to install as reported in May. Maintenance has trails on schedule this month. Arenas were maintained on 6.19.2024 but the ease of getting equipment in the same when they are wet from rain is not so good.
2. We continue to collect through this office and the associations' attorney; currently there are no accounts pending funds to be released from legal, and one tax deed surplus request pending release. The A/R owner balances inclusive of fees, and interest as of June 19, 2024, is \$27,245.10, this includes past delinquent accounts, and the monthly report shows a decrease from my last report in April due to the staff's hard work communicating with owners and four tax surplus payments received.
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 continue to be busy, deed changes as well. Demand letters that were sent out April 1, 2024, and had no payment or response were transferred to David Lopez, PA to issue demand notices of continued delinquency. I have several tasks being prepared for the Board, and now the team and I will be busy with bringing the board data regarding the new HOA laws that take effect July 1, 2024, and what the goals will be to make sure compliance is met.
4. We have 1 opening in the barn and the waiting list now has 3 horses waiting on the new entry and 6 on the return list, 14 total horses reside at the facility as of April 25, 2024, with three pending July 1 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 ~pending permit for columns
  - B. Equestrian Center plumbing ~ Resolved since new toilets were installed, matter closed
  - C. Equestrian Trails- Letters and Signs placement