



Mango Park Homeowners Association, Inc.

Board of Directors Meeting

February 28, 2019 at 2 PM

APPROVED

CALL TO ORDER: The meeting was called to order at 2pm by Carl Bretko.

QUORUM: A quorum was established. Members present were Carl Bretko; Chairman; Sean Tracy, Vice Chairman / Treasurer and Lorraine Grace; Secretary. Also, present was Nicole Banks of Sunstate Association Management Group.

NOTICE: Notice for the meeting was posted in accordance with the bylaws of the Association and the requirements of Florida Statute 720. The agenda was posted on the website and emailed to owners.

MINUTES: A **MOTION** made by Sean, seconded by Lorraine to waive the reading of the previous minutes on October 23, 2018 and approve as presented. Motion passed unanimously. Lorraine requested the vote tallies from the rental ballot be included in the Annual Meeting minutes. A **MOTION** made by Lorraine, seconded by Sean to waive the reading of the Organizational Meeting minutes on January 28, 2019 and approve as presented. Motion passed unanimously.

Presidents Report: Carl Bretko

The presidents of Wisteria Park, The Loop and Mango HOAs met to discuss common issues. Wisteria is very satisfied with their landscape company, West Bay. The HOA walks through the community with West Bay on a monthly basis. The Wisteria landscape budget is around \$150,000 per year. The Loop uses a third party. The Loop is undertaking major repairs and has assessed owners to finance these. They own their roads and are responsible for their upkeep.

Vice Presidents Report: Sean Tracy

A Physical Assets Maintenance List and Process Summary

It is being prepared to accurately list the HOA assets, determine the maintenance schedule, the costs and if the budget is sufficient (reserve schedule). Assets include: entrance area, pond, HOA documents (covenants/articles of incorporation), mailboxes and the directory. Information is based on historical Mango repair/replacement costs and Wisteria's 2016 professional reserves study. Recommendations for future action in priority order are:

- Repair the erosion around the pond's 4 concrete structures (Requested quotes from Sunstate)
- Update the directory (in process-Donna Woodruff is taking lead)
- Review the stucco wall back to determine maintenance (paint) needs
- Refine the Asset Summary cost estimates
- Adjust reserve funding as appropriate
- Work with owners on pond to arrest shoreline erosion.

Asset Issues:

- Pond shore erosion needs to be arrested. Plants on the shallow shelf help to stop wave action. The alternative is expensive riprap. The pond wall on Lot #35 is the responsibility of the owner.
- Mailboxes that are losing paint will be restored not replaced due to the cost.
- HOA documents (30 years old) will require a membership vote in 2021 to preserve them (MRTA).

- Upcoming maintenance expenses include: pond, entrance wall, Mango sign and raising the sunken pavers in the entrance. The reserve fund may be 50% less than what it should be based on the preliminary asset analysis. Owners will be advised when more detailed information is available.

Water on 91st ST NW

Water continues to be present in front of 2 to 3 houses. There is excessive moisture at the east end of 19th DR NW. Mango Park construction/design plans from the County show a potable water supply line (water main system) runs right next to the wet area. This could be leaking. Other possible water sources could be Wisteria detention pond, leaking irrigation wells, over watering by owners in Mango and Wisteria, local storm sewer filter drain system failures, sanitary sewer. A BOD review of street water issues with Manatee Public Works representatives has been scheduled for March 8. A notice will be posted 48 hours in advance and a report prepared as a summary.

Treasurers Report:

The board reviewed the January 31, 2019 financial statements. The HOA budget for January is on track. Lorraine asked if a fair summary of the HOA finances is that the total on hand is \$17,167 with \$10,517 of that in the reserve account. Income in January was \$7977 from the quarterly assessment. Of that \$1587 goes into the reserve. January monthly expenses were \$1537. Nicole said a better figure for actual on-hand funds is \$12,546.

Homeowners Comments:

Joan Dowling suggested that owners be made aware of covenant rules regarding drainage swales. Swales near her are being filled and she noted the problems that causes.

Response: Sean said owners should be reminded to manage their drainage swales. A note will be included in an update notice to owners.

Gail Rehkugler suggested that: 1) board meetings would have a higher attendance rate if held at night; and could be held monthly; 2) potential infractions be listed to alert owners and 3) an HOA handbook (manual) be available to new owners and owners advised where it could be found.

Response: Information is currently available at www.mymangoparkhoa.com, a welcome letter comes from Sunstate and a new owner letter from the HOA.

Owner asked if the pond erosion is in any particular area(s).

Response: Sean said it is overall. Plants help. Chemicals from service contractors create problems. Pond maintenance cost quotes are needed asap to conduct work this year.

Rick Rehkugler asked if there is a formal bidding process with multiple quotes. He suggested that best practices be shared among HOAs to identify quality contractors.

Response: The landscape contract had 3 bids. In general contracts over \$3000 requires multiple bids.

Larry Beach pointed out a low point in front of their house on 19th (**Lot # 25??**) where there is always water. It should be brought to the County's attention and fixed when the roads are paved.

Doug Peck said the drainage pipe running down 17th is for reclaimed water. The cost is less than a well (50%).

Karen Beach suggested an email be sent to the homeowners reminding them of our website and that owner contact information for the new directory should be verified to assure its accuracy before publication.

General Comments: All HOAs need to get together about 17th Street conditions. Rough road and potholes could be result of area construction.

Committees:

Appointment of ARB vacant seat: MOTION made by Lorraine, seconded by Sean to appoint Rick Rehkugler to the ARB. MOTION passed unanimously. The 2019 ARB members will be Rick Rehkugler, Doug Peck and Joe Miller. They will meet as needed and use conference calls. An old email address is still on system but will be taken off by Sean. The process is for the owner to submit an online form to Sunstate; Sunstate contacts the ARB, ARB approves or not, Sunstate contacts the owner. Guidelines and forms are posted on www.mymangoparkhoa.com

Infraction Committee Setup: Bill Woodruff has volunteered to chair Infraction Review Committee. Other members are needed. The template forms will be drafted for board approval.

Rental Restrictions- Lorraine suggested a committee be formed to continue work on this issue.

Unfinished Business:

- **Pond Maintenance:** See VP report/ **Recertification Notice:** Due date is April 2021.
- **Shoring up the 4 pond structures to stop erosion:** See VP report.

NEW BUSINESS

- **Manatee County Grant Project:** February 28, 2019 is the deadline. This year the BOD will prepare for the next grant cycle by prioritizing projects, getting cost estimates and determining if the \$1000 grant or the matching grant would suit our needs, document member support and prepare an application for a 2020 grant.
- **Best Communications Process between Nicole and The Board of Directors:** BOD President will be the lead contact. Nicole will provide Secretary with meeting minutes.
- **HOA Communications: Lorraine Grace**
The goal is to engage all Mangoes by providing more complete and timely information to owners and encouraging a better dialog (conversation) among neighbors. Tools are available but need to be improved. Owner opportunities to communicate at BOD meetings is generally are limited to 3 minutes per owner. What is missing is an open conversation among owners and with the BOD. There is no sense of what issues the community has as a whole and what the priorities are. Recommendations to improve communication include:
 - prepare minutes in a timely manner generally within 2 weeks and make readily available
 - provide a president's report to summarize activities, give updates on issues and solicit information from owners on a more timely and regular basis via multiple delivery methods
 - conduct moderated open forum(s) on general or specific issues (ie: rentals)
 - install in a common area a structure to house minutes/agendas/other information
 - include the directory in the secretary's job, explore annual or more frequent updates, easy maintenance, increased access/availability and lower costs
 - decide whether to start the newsletter again for social, general interest news after reviewing what other HOAs have
 - make all information more readily available by using email more, mail less, increasing awareness of the website, and posting information in a common area.

NEXT MEETING: TBD

ADJOURNMENT: With no further business to discuss, Carl adjourned the meeting at 4pm.

Respectfully submitted,

Nicole Banks
Sunstate Management for Mango Park HOA