

These minutes are draft only and may be revised prior to approval at the next regularly scheduled Board meeting. Please email foxwoodneighbor@gmail.com with any corrections or clarification requests.

FOXWOOD AT PANTHER RIDGE HOA
BOARD OF DIRECTORS MINUTES

Date: June 4, 2026

Time: 6:00pm

Location: Lakewood Ranch Library and via Zoom

1. Call to Order: The meeting was called to order at 6:02 PM by President Jack Mandula.
2. Proof of Notice: Proof of notice was provided via posting on the Association website (www.myfpr.com), distribution of the meeting agenda to owners by email in advance of the meeting and posted in the community in accordance with the governing documents and Florida Statute 720.
3. Establish Quorum:
Directors present: Jack Mandula (President), Tommy Klauber (Treasurer), Cortney Hepburn (Secretary), and Nikki Olarsch (Director-at-Large). Also present: Gina Fouquet, Community Association Manager, Sunstate Association Management Group, and homeowners attending in person and via Zoom. A quorum of the Board was established.
4. Homeowner Comments: Homeowner comments were accepted throughout the meeting prior to votes on agenda items.
5. Approval of Previous Minutes
May 7, 2026 Board Meeting Minutes
Motion: Approved
Second: Yes
Vote: Unanimous Approval
6. President's Report
The President provided updates regarding Association records retrieval, records digitization, the Land Planning and Design Guide update project, traffic calming efforts, and pending legal matters. No substantive legal updates were provided due to confidentiality.
7. Treasurer's Report
The Treasurer presented the April 30, 2026 financial report. Discussion included reserve funding, delinquency status, financial oversight activities, and long-term budget and reserve planning. Treasurer access to bank accounts remains unresolved but is expected to be corrected.
8. Management Report
Management reported no work orders, five first compliance notices issued, one closed item, and updated delinquency information.

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9. Old Business

The Board discussed entrance restoration planning following FDOT/SR-70 work, including landscaping, well, irrigation, electrical, lighting, and hardscape considerations.

The Secretary reported that 23 boxes of Association records were retrieved from storage and will be cataloged, organized, and digitized. Missing 2024 and 2025 records will be followed up on.

The Board discussed the Land Planning and Design Guide update project, including documentation of existing community features and development of future architectural guidance.

The Board discussed ongoing efforts to coordinate with Manatee County regarding traffic calming and roadway safety concerns within the community.

Anderson Givens Retainer Agreement

Motion to approve the Anderson Givens retainer agreement.

Motion: Approved

Second: Yes

Vote: Unanimous approval

10. New Business

Reserve Study Proposal

Motion to approve the proposal from Reserve Advisors to perform a reserve study for Foxwood at Panther Ridge HOA and authorize the Treasurer to execute the agreement, with funds paid from Capital Reserve Items Account #3191 in the amount of \$3,650.

Motion: Approved

Second: Yes

Vote: Unanimous approval

Community Association Management Agreement

Motion to table review and consideration of proposed Community Association Management Agreements pending further review and comparison.

Motion: Approved

Second: Yes

Vote: Unanimous approval

Management Transition Authorization

Motion to authorize the President to provide any required notice under the current management agreement and take all reasonable actions necessary to complete transition to the Association's newly selected management company once selected.

Motion: Approved

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Second: Yes

Vote: Approved, 3–1

Association Records Repository and Digitization Project

Motion to approve and establish an Association-owned digital records repository using Association-controlled storage platforms and authorize implementation by the Board and officers.

Motion: Approved

Second: Yes

Vote: Unanimous approval

Community Roadway Maintenance and Preservation

The Board discussed roadway condition concerns and encouraged residents to report road issues to Manatee County.

11. Committee Reports

BRB: No activity reported for May.

Finance Committee: Next meeting planned for late July.

Trails Committee: Discussion included trail maintenance, trail naming/map updates, emergency response access, Preserve coordination, and trail access concerns.

Landscape Committee: The Board received an update on entrance restoration planning, vendor outreach, and evaluation of irrigation, lighting, and landscaping options.

Social/Welcoming Committee: Coordination with Preserve representatives is underway for future community events and welcoming efforts.

12. Homeowner Comments

Homeowner comments included road conditions, trail maintenance, speeding, community events, and committee participation.

13. Next Meeting Date: August 6, 2026 at 6pm at the Lakewood Ranch Library

14. Adjournment: With no further business to come before the Board, the meeting was adjourned at approximately 7:33 PM.

Prepared by:

Cortney Hepburn, Secretary to the Board of Directors