

# CONDOMINIUM ASSOCIATION, INC.

## NOTICE OF BOARD MEETING

TO: ALL MEMBERS OF THE BOARD OF DIRECTORS  
ALL UNIT OWNERS

NOTICE is hereby given that the regular meeting of the board of Mission Lakes at Oakbridge Condominium Association, Inc., will be held at the date, hour and place noted

DATE April 1, 2026 Stonewater Clubhouse


HOUR: 6:30 P.M.

PURPOSE: Regular Monthly Meeting

AGENDA: As required by law, the meeting agenda is included with this notice.

POSTING: This notice with attached agenda has also been posted on the condominium property at the place designated by rule for the posting of such notices in accordance with the bylaw and statutory requirements.

**MISSION LAKES at OAKBRIDGE CONDOMINIUM  
ASSOCIATION, INC**

  
\_\_\_\_\_  
Secretary

DATED: March 14, 2026

# Notice of Special Assessment

## Mission Lakes @ Oakbridge Condominium Association, Inc

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March 14, 2026

### Details of Board Meeting

*The Board of Directors will hold a regular board meeting at the Stonewater Clubhouse on April 1, 2026, beginning at 6:30 P.M.*

*This meeting will include the special assessment as an agenda item under new business.*

### Purpose of Special Assessment is Gate Controller Replacement

Due to the condition and age of the four (4) gate controllers that operate the entry and exit gates of our community need to be replaced this year. These controllers are now considered obsolete, and the production of replacement parts is coming to an end. The continued availability of replacement parts cannot be guaranteed. While we have been fortunate so far, and the issues have not affected daily gate operation, the lack of available replacement components poses a risk to reliable gate functionality in the future.

- The total amount of the special assessment is \$26,790.00
- Amount per unit is \$418.59

**ACH Payment Instructions:** If you currently utilize ACH payments through the association's Certified Public Accountant (CPA), you can also use this method to pay the one-time special assessment.

To authorize the special ACH payment, you must provide written instructions to the CPA's office. These instructions should include your full name, your address, and the date on which you wish the payment to be processed. This ensures your payment is directed properly and processed on the date you specify. Written payment instructions can be submitted: by using the secure Dropbox located outside the CPA's office or by email to: [accounting@integritytaxservice.com](mailto:accounting@integritytaxservice.com).

**Payment by Personal or Bank Check:** If you pay the monthly assessment from a checking account or by bank check you will need to send a separate check for the special assessment. To ensure the payment is accurately credited, please clearly indicate "special assessment" on the memo line of your check. This will help the association properly post your payment to your account.

**Payment Deadline: The special assessment is due in full on or before April 30, 2026.**

# MISSION LAKES at OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.

## AGENDA OF BOARD MEETING

DATE: April 1, 2026  
HOUR: 6:30 p.m.  
PLACE: Stonewater Clubhouse

- (a) Call to Order
- (b) Roll Call/Establish Quorum
- (c) Proof of Notice of Meeting was posted March 14, 2026
- (c) Reading and disposal of any unapproved minutes
- (d) Reports of officers and committees.
- (f) Unfinished Business:
- (g) New Business
  - Special Assessment to replace gate controllers
- (h) Adjournment

Next Meeting: TBA

MISSION LAKES AT  
OAKBRIDGE CONDOMINIUM ASSOCIATION, INC.  
ADMINISTERED BY  
MARIE HARRINGTON, CPA  
1818 HARDEN BLVD, #150, LAKELAND, FL 33803  
PHONE 863.812.4282  
Marie@integritytaxservices.com

**Direct Debit Authorization**  
**SAVE THE COST OF POSTAGE & AN ENVELOPE**

Resident's Name: \_\_\_\_\_

Mission Lakes Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Routing Transit Number: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

Type of Account: Checking or Savings (circle one)

Authorized By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature \_\_\_\_\_

I/we authorize the monthly dues to Mission Lakes at Oakbridge Condominium Association Inc be automatically drafted from the bank account listed above. The monthly dues amount is \$550.00 and the payment will be drafted on the 10<sup>th</sup> of each month, or the next business day if it falls on a weekend or a holiday.

Automatic payments that are returned to us will be charged \$25.

Please return this slip or a copy of your voided check to Integrity Tax Services by mail, in-person or by email at [accounting@integritytaxservices.com](mailto:accounting@integritytaxservices.com).