

**THE LAKES HOMEOWNERS ASSOCIATION**  
**ANNUAL MEETING**  
**DECEMBER 9, 2025**

**ENCLOSURES**

- Second Notice of Annual Meeting and Agenda
- Use of proxy sheet
- Proxy and return envelope
- Approved Budget
- Election Instruction and Information Envelope
  - Election instruction sheet
  - Ballot
  - (*secret*) Ballot envelope
  - Return Envelope
  - Bio Information, if provided
- 2025 Financial Statement request form

## **SECOND NOTICE OF ANNUAL MEETING**

**The Lakes Homeowners Association I, Inc.**

November 21, 2025

TO ALL MEMBERS:

This is to notify you that the Annual Meeting of the Association will be held at the **Clubhouse on Tuesday, December 9, 2025 at 6:00 p.m. located at The Clubhouse located at 4591 Lake Boulevard, Clearwater, Florida 33762**, for the purpose of election and membership business. Accordingly, the meeting agenda is as follows:

- A. Determination that a Quorum of the Members are Present or Represented by Written Proxy at the Meeting.
- B. Proof of Notice or Waiver of Notice.
- C. Approval of Minutes of Preceding Meeting.
- D. Reports of Officers.
- E. Election of 2026 Board Members
- F. Reports of Committees.
- G. Old Business.
- H. New Business, including:
  - Vote for financial reporting
- I. Adjournment

A majority of all members (a "quorum") must be present, in person or by proxy, at the meeting in order for the business to be conducted. It is therefore **very important** that you either attend the meeting or complete and return the enclosed proxy.

**Board of Directors:** There are two (2) openings on the Board for a two (2) year term. Three (3) nominations have been received. Therefore, an election is necessary. Your New Board Members Candidates are:

Luis Colon  
Debra Salliotte  
Margaret "Elayne" Turner

## **ORGANIZATIONAL MEETING TO IMMEDIATELY FOLLOW ANNUAL MEETING**

### **AGENDA**

- 1) Introduction of Board Members
- 2) Election/Appointment of Officer Positions
- 3) Adjournment

## **WE NEED YOUR HELP TO GET A QUORUM!**

**PLEASE send in your proxy in a timely  
manner or attend the scheduled meeting.**

### **Use of the Proxy:**

If you are unable to attend the Meeting and wish to vote on item, you will need to complete the enclosed Proxy.

1. A Proxy is for the purpose of appointing another person to vote for you as you specifically direct (except for elections and non-substantive items) in the event that you might not be able to attend the meeting. It should be signed by all owners of the unit.
2. The Proxy should be submitted to the Secretary **prior to the scheduled time of the meeting**. It can be mailed to the Association or hand-delivered, either by you or your proxy. It is encouraged that the Proxy be submitted as long before the meeting as possible, in order to avoid delay in registration.
3. If you appoint a proxy and later decide you will be able to attend the meeting in person, you may withdraw your Proxy when you register at the meeting.
4. A Proxy may be revoked in writing or superseded by a later Proxy to another person. It may also be assigned (substituted) by the person designated on the Proxy to a third person if the person you designate as proxy decides that he or she will be unable to attend the meeting.

Please be sure to mail your Proxy in the enclosed envelope or attend the Meeting.

Thirty percent (30%) of the Association members (a "quorum") must be present, in person or by proxy in order for the business to be conducted. It is, therefore, **VERY IMPORTANT** that you either attend or provide a proxy.

Please note the following information about **PROXIES**:

- 1) A proxy is for the purpose of appointing **another person** to vote for you in the event that you might not be able to attend the meeting. It must be signed by the owner of the lot or unit.
- 2) The proxy should be submitted to the **Association prior to the scheduled time of the meeting**. It can be hand delivered, or mailed, either by you or your proxy in c/o Leading Edge C.A.M., 901 North Hercules Avenue, Suite A, Clearwater, Florida, 33765. It is encouraged that the proxy be submitted as long as before the meeting as possible, in order to avoid delay in registration.
- 3) If you appoint a proxy and later decide you will be able to attend the meeting in person, you may if you wish, **withdraw** your proxy when you register at the meeting.
- 4) A proxy may be **revoked** in writing or **superseded** by a later proxy to another person. It may also be **assigned** (substituted) by the person designated on the proxy to a third person if the person you designate as proxy decides that he or she will be unable to attend the meeting.
- 5) A **proxy form**, meeting the requirements of the law, is enclosed with this notice for your use, if needed.

Again, please submit a proxy even if you may attend the meetings. If you do not respond to this notice and for that reason the meeting does not obtain a quorum, the Association will be subjected to additional effort and expense of calling the meeting again. Thank you for your assistance in conducting the business of your Association.

THE LAKES HOMEOWNERS ASSOCIATION, INC.

(HOA I)  
Annual Meeting  
December 9, 2025  
Proxy

TO: The Lakes Homeowners Association, Inc.  
c/o Leading Edge CAM  
901 North Hercules Avenue, Suite A  
Clearwater, Florida 33765

KNOW ALL PERSONS BY THESE PRESENTS, that the undersigned hereby appoints the Secretary of the Association, his or her designee, or \_\_\_\_\_, attorney and agent with the power of substitution for and in the name, place, and stead of the undersigned, to vote as proxy at the Annual Meeting of the Association, to be held **Tuesday, December 9, 2025 at 6:00 p.m., located at the Clubhouse located at 4591 Lake Blvd., Clearwater, Florida 33762**, and any adjournment thereof, according to the number of votes that the undersigned would be entitled to vote if then present in accordance with the specifications hereinafter made, as follows:

**Limited Powers:**

\_\_\_\_\_ I hereby specifically authorize and instruct my proxy to cast my vote for the below.

- 1) Do you approve rollover of any surplus funds to next year's expense per IRS Ruling 70-604 to avoid tax liability?  
YES \_\_\_\_\_ NO \_\_\_\_\_
- 2) Do you approve waiving of the financial requirement to a lower level of Financial Statement reporting per Florida Statute?  
YES \_\_\_\_\_ NO \_\_\_\_\_
- 3) Do you approve changing the Reserve funding method from component funding to pooled method funding? By voting yes the maintenance fee will stay at \$305.00 per month as presented on the budget, if not the maintenance fee will increase to \$315.78 per month.  
YES \_\_\_\_\_ NO \_\_\_\_\_

**Component method: Each specific reserve item is funded individually. Contributions are calculated per component based on remaining life, cost, and required annual funding.**

**Pooled reserve funding: All components are combined into one shared fund. Money can be used for any reserve item as long as the overall pool remains adequately funded, offering more flexibility and fewer shortfalls.**

The undersigned ratify and confirm any and all acts and things that the proxy may do or cause to be done in the premises, whether at the meeting referred to above or at any change, adjournment, or continuation of it, and revoke all prior proxies previously executed.

Dated: \_\_\_\_\_ Home owner(s) Signature: \_\_\_\_\_  
Home owner(s) Signature: \_\_\_\_\_  
Home Address: \_\_\_\_\_

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SUBSTITUTION OF PROXY

The undersigned, appointed as proxy above, does hereby designate \_\_\_\_\_ to substitute for me in the proxy set forth above.

Dated: \_\_\_\_\_ Proxy: \_\_\_\_\_

(In no event shall this proxy be valid for a period longer than 90 days after the date of the first meeting)

# **INSTRUCTIONS FOR COMPLETING ELECTION BALLOT**

Balloting for the Board of Administration is secret. Eligible members of the Association are entitled to vote on the day of the election by returning the enclosed ballot to the Association. An Association member wishing to vote by using the enclosed ballot shall comply with the following instructions:

1. Mark the ballot for the candidates of the voter's choice. Do not place any identifying marks such as the voter's name or unit number on the ballot.
2. Place the completed ballot in the BALLOT envelope enclosed and seal the envelope securely. A separate envelope must be used for each ballot voted, if eligible.
3. Place the sealed BALLOT envelope containing the marked ballot into the RETURN ENVELOPE addressed to The Lakes HOA I, Inc, c/o the office of RICHARD C. COMMONS, P.A. and seal securely.
4. The eligible voter shall sign the RETURN ENVELOPE and identify the unit which the voter represents adjacent to the signature.
5. Return the envelope to the office of RICHARD C. COMMONS, P.A., 901 North Hercules Avenue, Suite A, Clearwater, FL 33765), prior to the time for tabulating the ballots.

**A proxy cannot be used for electing your Board of Directors. A ballot is required.**

THE LAKES HOMEOWNERS ASSOCIATION I, INC.

BALLOT

The following are candidates who have qualified for election to the Board of Directors of the Association. There are two (2) openings on the Board of Directors and you may vote for up to two (2) individuals by placing a check mark next to their names. A ballot voting for more than two (2) individuals will be disallowed.

\_\_\_\_\_ Louis Colon

\_\_\_\_\_ Debra Salliotte

\_\_\_\_\_ Margaret "Elayne" Turner

M. Elayne Turner  
4586 Fox Lake Ct  
Clearwater, FL 33762  
[Mturner210@verizon.net](mailto:Mturner210@verizon.net)  
c-727-600-0979

Nov 6, 2025

Dear Members of the Lakes Board

I understand there is an opening on our Lakes Board.

This opening has grabbed my attention, with my professional and business experience I would bring a good mix of continued wellbeing to our community. I've been a resident since 2022 which I have enjoyed every day.

I look forward to working as a team member, I'm incredibly excited to have the opportunity to be a Lakes HOA Board member.

Best regards,

Elayne



***Luis Colon for The Lakes HOA Board.***

My name is Luis Colon, and I reside at 4565 Great Lakes Dr. South. Two years ago, I ran for the HOA Board of Directors. I thank everyone which voted for me, I'm running again for another two-year term to continue helping our association make decisions that will strengthen our community now and in the coming years.

I have a degree in accounting and have held numerous positions in leadership and treasury. In my current role as the Treasurer of the HOA, I have tried to present transparency of our finances and answered any questions asked in Board Meetings or privately. My leadership style is to serve the community by listening to their concerns and coming to a decision that will benefit all. I believe I have kept that standard the past two years. I have confronted hard and difficult situations with calmness and resolved them in a quick and wise manner. In my experience, to be successful we need to hear others' views, opinions, and thoughts. By listening to a broad number of opinions, it will increase the selection of the best solution. We all have different views about improving our community and that variety will help us come to the best decisions. My aim will be to help correct issues quickly and effectively and I believe I have done so in the past two years and will continue to do the same if reelected.

I, Luis Colon, am asking again for your support by voting for me, if you did not vote for me two years ago, I'm asking for your vote. I've used my talents and abilities for the success of our community and will be honored to continue using them for the next two years.

## December 31, 2025 Year End Report

Re: Year End Financial Statement

Dear Association Member,

Per Florida Statutes each association is required to provide all owners the opportunity to receive a copy of the Year End financial statement. The statement will be available shortly. Should you wish to receive the report, please fill out the form below and return to:

RICHARD C. COMMONS, PA  
901 North Hercules Avenue - Suite A - Clearwater, Florida 33765  
Email: rcc@rcommonscpa.com  
Fax: 727-461-9775

The mailing of the report to only those who request it, saves your Association the additional expense of mailing the larger packet of financial paperwork to all members rather than only the members who want the copy for their records.

Once we receive your request for the Year End financial statement, you will be sent the copy free of charge.

I am requesting the YEAR END FINANCIAL REPORT for  
The Lakes Homeowners' Association, Inc.

Print Owner Name: \_\_\_\_\_

UNIT NO: \_\_\_\_\_

Please mail to Owner's address:

\_\_\_\_\_  
\_\_\_\_\_

OR

Please email to:

\_\_\_\_\_  
(\*If requesting by email, please mention Year End financial statement in the Subject)

LAKES HOMEOWNERS ASSOCIATION  
(HOA I BUDGET)  
STATEMENT OF PROJECTED AND BUDGETED REVENUES & EXPENSES  
FOR THE PERIOD JANUARY 1, 2026 TO DECEMBER 31, 2026  
(PAGE 1 OF 2)

|   | PROJECTED<br>ACTUAL<br>2025 | CURRENT<br>BUDGET<br>2025 | PROPOSED<br>2026 BUDGET |                |
|---|-----------------------------|---------------------------|-------------------------|----------------|
|   |                             |                           | MONTHLY                 | ANNUALLY       |
| <u>REVENUES</u>   |                             |                           |                         |                |
| LAKES REGULAR ASSESSMENT  | 531,480                     | 392,160                   | 54,180.33               | 650,164        |
| LATE FEES   | 1,698                       | 0                         | 0.00                    | 0              |
| INTEREST INCOME   | 6                           | 0                         | 0.00                    | 0              |
| MISC INCOME/FINES   | 60                          | 0                         | 0.00                    | 0              |
| RESERVE TRANSFERS (CONTINGENCY)   | 0                           | 0                         | 0.00                    | 0              |
| TOTAL REVENUES  | <u>533,244</u>              | <u>393,410</u>            | <u>54,180.33</u>        | <u>650,164</u> |
| <u>EXPENSES</u>   |                             |                           |                         |                |
| <u>ADMINISTRATIVE</u>   |                             |                           |                         |                |
| OFFICE  | 2,235                       | 1,200                     | 100.00                  | 1,200          |
| LEGAL/PROFESSIONAL  | 7,422                       | 5,100                     | 433.33                  | 5,200          |
| DUES/TAXES & LICENSES   | 61                          | 60                        | 5.00                    | 60             |
| TOTAL ADMINISTRATIVE  | <u>9,718</u>                | <u>6,660</u>              | <u>538.33</u>           | <u>6,460</u>   |
| <u>OPERATING</u>  |                             |                           |                         |                |
| MANAGEMENT/ACCOUNTING   | 20,696                      | 20,316                    | 1,810.00                | 21,720         |
| ELECTRICITY   | 858                         | 936                       | 78.00                   | 936            |
| WATER/SEWER   | 107,046                     | 800                       | 15,546.67               | 186,560        |
| METER READING - WATER   | 0                           | 0                         | 0.00                    | 0              |
| BULK CABLE  | 81,302                      | 124,000                   | 10,840.25               | 130,083        |
| TOTAL OPERATING   | <u>209,902</u>              | <u>155,365</u>            | <u>28,274.92</u>        | <u>339,299</u> |
| <u>REPAIRS/MAINTENANCE</u>  |                             |                           |                         |                |
| REPAIRS/PLUMBING/DRAINAGE   | 0                           | 1,500                     | 83.33                   | 1,000          |
| LANDSCAPING CONTRACT  | 121,793                     | 119,954                   | 9,996.17                | 119,954        |
| SPRINKLERS  | 0                           | 2,400                     | 125.00                  | 1,500          |
| TOTAL REPAIRS/MAINTENANCE   | <u>121,793</u>              | <u>119,860</u>            | <u>10,204.50</u>        | <u>122,454</u> |
| <u>OTHER</u>  |                             |                           |                         |                |
| INCOME TAXES  | 2,165                       | 150                       | 12.50                   | 150            |
| TRANSFER TO COMMON  | 127,568                     | 113,820                   | 10,487.00               | 125,844        |
| BAD DEBT WRITEOFF   | 180                         | 1,604                     | 83.32                   | 1,000          |
| SPECIFIC RESERVES   | 320                         | 320                       | 4,579.75                | 54,957         |
| RESERVES -CONTINGENCY   | 0                           | 0                         | 0.00                    | 0              |
| TOTAL OTHER   | <u>130,233</u>              | <u>111,525</u>            | <u>15,162.58</u>        | <u>181,951</u> |
| TOTAL EXPENSES  | <u>471,646</u>              | <u>393,410</u>            | <u>54,180.33</u>        | <u>650,164</u> |
| EXCESS (DEFICIENCY) OF<br>REVENUES OVER EXPENSES AND<br>RESERVE ALLOCATIONS | <u>61,598</u>               | <u>0</u>                  | <u>0.00</u>             | <u>0</u>       |

LAKES HOMEOWNERS ASSOCIATION  
(HOA I BUDGET)  
STATEMENT OF PROJECTED AND BUDGETED REVENUES & EXPENSES  
IE PERIOD JANUARY 1, 2026 TO DECEMBER 31, 2026  
(PAGE 2 OF 2)

ASSESSMENTS

| <u>Description</u>       | <u>#UNITS</u> | <u>-----PER UNIT-----</u> |                 | <u>TOTAL</u>    |
|--------------------------|---------------|---------------------------|-----------------|-----------------|
|                          |               | <u>MONTHLY</u>            | <u>ANNUALLY</u> | <u>ANNUALLY</u> |
| LAKES REGULAR ASSESSMENT | <u>172</u>    | <u>315.00</u>             | <u>3,780.02</u> | <u>650,164</u>  |

(MAINTENANCE FEE INCREASE APPROX 8% FOR 2025)

CALCULATION OF FUNDING FOR MAJOR REPAIRS AND REPLACEMENTS

| <u>ITEM</u>                            | <u>EST. ESTIMATED</u> |                  | <u>PRESENT</u> | <u>ESTIMATED</u> | <u>ANNUAL</u>          | <u>ESTIMATED</u> |
|--|-----------------------|------------------|----------------|------------------|------------------------|------------------|
|  | <u>LIFE</u>           | <u>REMAINING</u> |                |                  |                        |                  |
|  | <u>(YEARS)</u>        | <u>(YEARS)</u>   | <u>COST</u>    | <u>RESERVES</u>  | <u>PROVISION</u>       | <u>RESERVES</u>  |
| DRAINAGE SYSTEM                        | *SEE TRS              |                  |                | <u>49,581</u>    | <u>43,761</u>          | <u>93,342</u>    |
| STREETS-ASPHALT                        | *SEE TRS              |                  |                | <u>153,820</u>   | <u>11,196</u>          | <u>165,016</u>   |
| CONCRETE-SIDEWALKS,<br>CURBS & GUTTERS | *SEE TRS              |                  |                | <u>0</u>         | <u>31,934</u>          | <u>31,934</u>    |
| WATER & SEWER LINES                    | 15                    | 1                | <u>181,818</u> | <u>181,818</u>   | <u>0</u>               | <u>181,818</u>   |
|  |                       |                  |                | <u>385,219</u>   | <u>54,957</u>          | <u>472,110</u>   |
|  |                       |                  |                |                  | *Adjusted up per Board |                  |

NOTE: RESERVE STUDY DONE 8/10/25  
BY FLORIDA ENGINEERING LLC