

**The Townhomes at Long Bay
Annual Meeting Minutes
March 7, 2026**

CALL TO ORDER:

Pursuant to call, the Annual Members Meeting of The Townhomes at Long Bay Homeowners Association, Inc. was held on March 7, 2026 commencing at 9:30 AM in the Clubhouse of Long Bay Golf Club.

John Esler, President, served as Chairperson and formally opened the meeting in accordance with the Declaration and By-Laws of the Association, Alan Anthony, Guy Cantalupo, and Mike Fitzgerald were present. Freda Gore of Property & Association Management Co. was present and acted as Recording Secretary.

QUORUM:

The roll was taken at the door by Freda Gore of Property & Association Management Co, Inc. There were 6 owners present, 37 owners represented by proxy, for a total of 43 A quorum was declared.

PROOF OF MAILING:

Freda Gore presented a notarized copy of the proof of mailing to Mike Fitzgerald for examination, this document includes a copy of the formal notice and proxy that was mailed to each homeowner notifying each one of the Annual Meeting. It will be filed with all the other documents for this Annual Meeting. A handout was given to each homeowner when they arrived that included the minutes of the 2025 annual meeting, and, copies of the 2025 financial reports and a copy of the 2026 Annual Meeting agenda.

APPROVAL OF 2025 ANNUAL MEETING MINUTES

John Esler asked for a Motion to waive the reading of 2025 Minutes. Al Anthony made the motion Guy Cantalupo seconded, and minutes were approved unanimously.

PRESIDENTS REPORT

President's Report March 7, 2026

The Board was able to accomplish the following projects in 2025:

Dryer vent cleaning

Gutter cleaning and Hardie Board Power Washing for all buildings

Renegotiated the HTC Bulk Service contract for an additional 10 year period

The embankments of the retention pond next to Building 6 were cleaned of shrubbery

Building 3's Hardie board was painted.



The Board was unable to schedule the drain pipe inspection and this was put off to 2026.

We did have to increase the unit owner's monthly assessment by \$5 per month due to increases in lawn care and pest control services.

TREASURER/SECRETARY REPORT

I want to continue to thank all owners for paying their monthly assessments on time. Currently we have no delinquent accounts.

As of December 31, 2025, our reserve account balance was \$38,123 and our operating account balance was \$18,142, of which \$7,537 is prepaid assessment leaving \$10,605 as an available balance. We also have \$1,112 in accounts receivable due to unpaid assessments. I reviewed the bank statements and verified that the amounts stated match the line item amounts shown on the December 2025 balance sheet.

Our 2025 Operating net income was approximately \$5,000 ahead of budget. We had budgeted a \$0 net income for 2025 and actuals came in at \$5,334. The main drivers of this overage were the scheduling of the storm water drain inspection and cleaning and the renegotiation of the HTC bulk service contract.

We expended \$6,240 from the reserve account this year for the painting of Building 3. The Board completed 2 operating budget funded projects in 2025: dryer vent cleaning and retention pond clean out and maintenance. As mentioned above the easement drain pipe inspection was delayed into 2026 but will be paid from the operating account funds.

An independent audit was performed on our 2025 finances as required by our by-laws. We have copies of the final report here on the table for those who wish to review the report. In summary, the auditor stated that our finances are in order and in accordance with GAAP guidelines and recommendations. The auditor also stated that our financial reports for 2025 are a truthful representation of the Association's financial status.

The Board approved the 2026 Operating Budget with an increase to \$215 for unit owners and a decrease to \$32 for the lot owners. The Board continues to monitor our expenditures closely.

We had a new pest control company start in 2025. There were a few bumps in the road upon startup but things have settled down and we have rehired them for 2026. The Board also renegotiated our lawn care contract with Hemingway for another 2 years. As stated in our 2nd quarter meeting minutes the Board also negotiated a new 10 year bulk service contract with HTC.

There are no major projects planned for 2026 except for the painting of the Hardie board on Building 1. We hope to complete the drain inspection as well.



The Board will continue to working with Hunter Quinn – who are the developers of the new townhomes, to ensure there is a seamless transfer of these units into the HOA.

ELECTION

At this time, John Esler's and Guy Cantalupo's terms are over. John Esler stated that there were no names submitted for nominations to the Board and he opened the floor for nominations. No one in attendance volunteered to be nominated which left the Board 1 position short of the required 3 Board members as stipulated in our covenants. Freda called Pam Bane to determine what the next steps needed to occur. Pam stated the 3 members were required and the Board would need to appoint someone to fill the 3rd position. Mike Fitzgerald asked residents present if the Board could appoint one of them but they stated they would decline. Mike then asked Guy if he would accept being reappointed until the Board could find another owner who would volunteer for the position. Guy graciously agreed and was appointed to the at large position. Mike stated he would prepare a letter to be sent to all owners asking for a volunteer.

OLD BUSINESS

John Esler asked if there were any questions from the attendees.

Aloysius asked a question concerning the scheduling and timing of repairs, power washing and for painting of the Buildings. The Board explained that 2 years ago trim painting was completed on all buildings as the original trim had started to peel. Painting of the Hardie board siding started last year with Building 3 – this occurs every 20 to 25 years, and one building per year will be completed. The order of painting will be in the order of construction – Building 3, 1, 2, 4, 5, and finally 6. Power washing occurs 1 time per year and gutter cleaning a maximum of 3 times per year.

Aloysius stated that POA 2 had cleared brush from behind the black fence on the left side of Foxtail. He said that Larry G chair of the DRB had asked him to ask the Townhome Board if the Townhomes would cost share spraying behind the fence to control the vegetation. The Board requested Aloysius ask Larry to email Alan with this request and we would consider the request. Aloysius said he would.

Aloysius asked if anything had been done about his report of an alligator siting in the retention pond next to Building 5. Mike responded that the Board had notified Freda immediately and Freda stated she had notified the County. Aloysius asked if any follow up had occurred. Freda stated the county did not get back to her. The Board stated none of us had noticed the creature in the pond since the report.



NEW BUSINESS

The Board would like to remind everyone to pick up after their pets as there has been a noticeable increase in pet remains along the black chain link fence on the side of Foxtail.

A comment was made about the color of the bricks on the new townhomes and what color was going to be on the building between the two existing townhomes. The Board stated we will follow this building very closely to make sure that red brick is used.

Aloysius stated that Hunter Quinn had deposit money in the POA 2 bank account and asked if the Board had reviewed the roadway to see if the construction had damaged the roadway and if it needs to be fixed. The Board said we had not discussed this situation and that none of the Board had noticed any significant issues at this time.

ADJOURNMENT

There being no further business to discuss, a Motion to adjourn was made by Mike Fitzgerald. Guy Cantalupo seconded the Motion and it carried. Meeting was adjourned at 10:15am

