

August 22, 2016

To: Members of Lakewood Ridge Townhomes Association, Inc.

Re: Proposed Amendment Regarding Exterior Maintenance of Buildings

Dear Lakewood Ridge Owners:

Our prior efforts to amend the Declaration was unsuccessful due to lack of participation by the members of the Association. As a result, the Board of Directors for Lakewood Ridge Townhomes Association, Inc. has determined that another effort needs to be made to amend the Declaration in order to clarify wording relating to the authority of the Association to adopt assessments, which are **necessary** to pay for the exterior maintenance of the buildings, including the replacement of roofs. In addition to the clarification of wording regarding assessments, the board has also included an amendment, which will reduce the percentage of votes needed to pass an amendment from a majority of the entire membership, to those members who participate in the voting process.

As we previously advised, our consultant and the Board have determined that most of the roofs in the community have reached the end of their useful lives and need to be replaced. Under the Declaration which governs the community, the Owners are responsible for maintaining the roofs until they need to be replaced, and the Association is responsible for replacement. **Unless the Association can raise the necessary funds to replace roofs as needed, this will result in lawsuits, decreases in property values, and other very undesirable consequences. Please take a moment to review the attached amendment and proxy form and return this to the Association. WE NEED EVERY UNIT OWNER TO PARTICIPATE IN THIS IMPORTANT VOTE.**

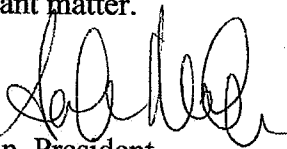
There is some money available in the roofing reserve account, and an additional \$12,000.00 is being added to this account each month based on the current budget. However, additional funds will be needed from time to time for additional re-roofing expenses and other exterior maintenance expenses. **Under the proposed amendment, any proposed assessment will need to be approved by a majority vote of the owners, except in an emergency situation.**

The second item of the proposed amendment relate to procedures for amending the Declaration in the future. The current version of the Declaration requires an affirmative vote by a majority of all units, which is not practical due to the large number of unit owners who fail or refuse to participate in voting. These units are currently counted the same as owners who are opposed to an amendment. The proposed change would only count votes for those owners who care enough to vote in person or by proxy. All owners will receive notices and proposed wording relating to future amendments, and a proxy form where they can cast their vote. This change is needed for necessary updates to our governing documents and to save the expense of multiple meetings and mailings under the current requirements.

SINCE WE NEED ALL OWNERS TO RESPOND ON THIS ISSUE, WHICH IS VERY IMPORTANT TO OUR PROPERTY VALUES, PLEASE RETURN THE PROXY FORM AT YOUR EARLIEST OPPORTUNITY. You may always change your votes if you decide to do so, at any time until the final vote is taken on these issues.

If you have any comments or questions, please direct them in writing to me at the email address shown below, or to our property manager David Drake, LCAM, 10034 Strafford Oaks Court, Tampa, FL 33624, E-mail: David.Drake@ameri-tech.info. Thank you for your attention to this important matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sabrina Martin', written in a cursive style.

Sabrina Martin, President
Sbrina13@gmail.com

LAKWOOD RIDGE TOWNHOMES ASSOCIATION, INC.

PROXY

The undersigned owner(s) in Lakewood Ridge Townhomes, for the property located at _____ (address) appoints:

(Check One)

_____ a) Sabrina Martin, President of the Association, or

_____ b) _____ (if you check b, write in the name of your proxy.) as my proxy holder*

to attend the meeting of the members of Lakewood Ridge Townhomes Association, Inc., to be held on September 10, 2016 at 10:00 A.M., at the pool area at Lakewood Ridge. The proxy holder named above has the authority to vote and act for me to the same extent that I would if personally present, with power of substitution, except to the extent that my proxy holder's authority is limited as indicated below:

**Failure to check either (a) or (b) above, or if (b) is checked, failure to write in the name of the proxy, shall be deemed an appointment of the President of the Association as your proxyholder.*

NOTE REGARDING LIMITED POWERS: YOU MAY INSTRUCT YOUR PROXY HOLDER HOW TO VOTE ON THE FOLLOWING ISSUES, OR IF YOU DO NOT INSTRUCT YOUR PROXY HOLDER HOW TO VOTE THEY WILL HAVE THE RIGHT TO VOTE AS THEY WISH

I SPECIFICALLY AUTHORIZE AND INSTRUCT MY PROXYHOLDER TO CAST MY VOTE IN REFERENCE TO THE FOLLOWING MATTERS AS INDICATED BELOW:

	(Please Check <input type="checkbox"/> One)
Item 1. Vote to approve the proposed amendment to Article II, Section 7(e) of the Declaration, regarding the exterior maintenance assessment authority of the Association.	In Favor / Opposed _____/_____
Item 2. Vote to approve the proposed amendment to Article VII, Section 4 of the Declaration, regarding the percentage required to pass an amendment to the Declaration.	_____/_____

The undersigned, who is an owner authorized to vote on behalf of the property, must sign below.

Property Address: _____

Signature of Property Owner

Printed Name of Property Owner

Date

Please return the completed proxy form to either:

Sabrina Martin, at sbrina13@gmail.com, or to David Drake, LCAM, 10034 Strafford Oaks Court, Tampa, FL 33624, E-mail: David.Drake@ameri-tech.info

LAKWOOD RIDGE TOWNHOMES ASSOCIATION, INC.
BALLOT (TO BE USED BY OWNERS OR PROXY HOLDERS VOTING IN PERSON)

The undersigned owner(s) or proxy holder in Lakewood Ridge Townhomes, for the property located at _____ (address), in attendance at the meeting of the members of Lakewood Ridge Townhomes Association, Inc., held on September 10, 2016 at 10:00 A.M., at the pool area at Lakewood Ridge, hereby votes as follows on the proposed amendment to the Declaration.

<p>Item 1. Vote to approve the proposed amendment to Article II, Section 7(e) of the Declaration, regarding the exterior maintenance assessment authority of the Association.</p>	<p style="text-align: center;">(Please Check \surd One)</p> <p style="text-align: center;">In Favor / Opposed</p> <p style="text-align: center;">_____</p>
<p>Item 2. Vote to approve the proposed amendment to Article VII, Section 4 of the Declaration, regarding the percentage required to pass an amendment to the Declaration.</p>	<p style="text-align: center;">_____</p>

The undersigned, who is an owner or proxy holder authorized to vote on behalf of the property, must sign below.

Property Address: _____

 Signature of Property Owner or Proxy holder

 Printed Name