



3900 Woodlake Blvd., Suite 309, Lake Worth, FL 33463 | Ph: (561) 641-8554

**PORT ANTIGUA AT CORAL BAY VILLAGE ASSOCIATION, INC.
NOTICE OF 2027 BUDGET MEETING AND 2026 ANNUAL MEMBERS' MEETING**

To All Members:

September 16, 2026

NOTICE IS HEREBY GIVEN, in accordance with the Bylaws of the Association, whereby the **Board of Directors will consider the adoption of the proposed 2027 Budget on October 6, 2026, at 7:00 P.M. in the Coral Bay Meeting Room, 3101 South Bay Drive, Margate, FL 33063.**

Please note the Budget Meeting is a meeting of the Board of Directors. Although you are not required to attend or vote on the budget, the meeting is open to all members who wish to attend. Should the proposed budget be accepted without changes, the enclosed copy shall serve as your copy of the 2027 Budget; or you may request a copy of the approved budget by submitting your request to residentservices@grsmgt.com.

Immediately following the Budget Meeting, the Annual Members' Meeting will be held for the purpose of electing five (5) members each to serve a one (1) year term on the Board of Directors and to transact any other business that may lawfully come before the membership.

The purpose of this notice is to advise you of the date and time of the Budget and Annual Meetings and to inform you of the purpose of qualifying for the Board.

ONLY NOMINATIONS FROM THE FLOOR WILL BE TAKEN THE EVENING OF THE MEETING.

Ballots will be disseminated to the owners or proxyholder(s) the evening of the meeting.

Please note the following information on PROXIES:

A quorum must be present in person or by proxy for the Association to have its Annual Meeting. A proxy is for the purpose of appointing another person to represent you if you are unable to attend the meeting. It must state the date, time, and place of the meeting for which it is given and must be signed by an owner or voting representative of the lot. 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.

If you are unable to attend the meeting, please return your proxy in the enclosed self-addressed proxy envelope and submit it via USPS or hand delivery or via email to residentservices@grsmgt.com no later than 12:00 p.m. October 6, 2026, so a quorum may be established. You may also deliver it to the meeting but it must be prior to the meeting being called to order. Please be aware the person you designate as your proxy will be able to vote for the Directors on your behalf.

An Organizational Meeting will be held immediately following the Annual Meeting for the purpose of electing Officers.

Thank you for your assistance in conducting the business of the Association.

Sincerely,

Taylor Rodriguez, LCAM
On behalf of the Board of Directors
Port Antigua at Coral Bay Village Association, Inc.

PORT ANTIGUA AT CORAL BAY VILLAGE ASSOCIATION, INC.

**ANNUAL BUDGET & MEMBERS' MEETINGS
AND ELECTION OF DIRECTORS**

October 6, 2026, at 7:00 P.M.

AGENDA(S)

BUDGET MEETING

1. Call to order/Roll Call
2. Establish Quorum
3. Discussion and Vote on the Proposed 2027 Budget
4. Adjournment

ANNUAL MEETING *(Immediately following the Budget Meeting)*

1. Call to Order/Establish Quorum
2. Proof or Waiver of Notice of Meeting
3. Reading and disposal of any unapproved minutes
4. Appointing Inspectors of Election
5. Nominations from the Floor
6. Counting of Ballots
7. Announcement of Elected Board of Directors
8. Adjournment

ORGANIZATIONAL MEETING *(Immediately following Annual Meeting)*

1. Call to Order
2. Establish Quorum
3. Election of Officers
4. Adjournment

PORT ANTIGUA AT CORAL BAY VILLAGE ASSOCIATION, INC.
PROPOSED BUDGET JANUARY 1, 2027 THROUGH DECEMBER 31, 2027
BASED ON 147 HOMES

	2026	2027
	Approved	Proposed
	<u>Budget</u>	<u>Budget</u>
INCOME		
Income		
3010-00 Maintenance Assessments	27,930.25	29,105.84
3025-00 Late Fee Income	0.00	0.00
3045-00 Legal Fee Recovery	0.00	0.00
3060-00 Owner Chargeback - NSF	0.00	0.00
3065-00 GRS Processing Fees	0.00	0.00
xxxx-xx Prior Years Surplus	7,000.00	7,000.00
Total Income	34,930.25	36,105.84
EXPENSE		
Administrative		
5100-00 Management Contract	21,312.00	22,159.59
5115-00 Fed/State/City Fees	61.25	61.25
5120-00 Office Expense	4,400.00	5,000.00
5125-00 Bank Charges/Coupons	0.00	0.00
5135-00 Year End Report / Tax Prep	375.00	375.00
5140-00 Legal Fees - General	2,400.00	2,400.00
5160-00 Insurance	2,772.00	2,500.00
5190-00 Bad Debt Expense	3,610.00	3,610.00
Total Administrative	34,930.25	36,105.84
TOTAL EXPENSE	34,930.25	36,105.84
NET INCOME/(LOSS):	0.00	0.00

	<u>2026</u>	<u>2027</u>
FEES		
ANNUAL	\$ 190.00	\$ 198.00

PORT ANTIGUA AT CORAL BAY VILLAGE ASSOCIATION INC.

LIMITED PROXY

The undersigned, owner(s) of Lot No.: _____ at Property Address _____
In **Port Antigua at Coral Bay Village Association, Inc.** hereby appoint(s):

(CHECK ONE)

_____ A) President of the Association, on behalf of the Board of Directors.

_____ B) I hereby designate _____ *(if left blank, you appoint and designate the President of the Association)* as my proxy holder with full powers of substitution, for and in the name, place, and stead of the undersigned to appear for quorum purposes and to vote, cast, or count my vote in the election of the Board of Directors at the Annual Members' Meeting of Port Antigua at Coral Bay Village Association, Inc. and any adjournment thereof.

PLEASE NOTE, VOTING FOR DIRECTORS BY PROXY IS PERMITTED BY THE ASSOCIATION'S BY-LAWS. THE PERSON YOU DESIGNATE ABOVE AS YOUR PROXY WILL BE ENTITLED TO CAST A BALLOT ON YOUR BEHALF AND THEY MAY VOTE FOR DIRECTORS AS THEY CHOOSE. THEREFORE, PLEASE SELECT YOUR PROXY CAREFULLY.

Date: October 6, 2026
Time: 7:00 P.M.
Place: Coral Bay Meeting Room
3101 South Bay Drive, Margate, FL 33063

Date: _____

Signature of Owner

Please **Print** Name

SUBSTITUTION OF PROXY – TO BE COMPLETED BY PROXY HOLDER IF HE/SHE CANNOT ATTEND THE MEETING.

The undersigned appointed as proxy above, does hereby designate _____ (print name) to substitute for me in the proxy set forth above.

Dated: _____

PROXY HOLDER SIGNATURE: _____

THIS PROXY IS REVOCABLE BY THE LOT OWNER AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT. IN NO EVENT IS THE PROXY VALID FOR MORE THAN NINETY (90) DAYS FROM THE DATE OF THE ORIGINAL MEETING FOR WHICH IT WAS GIVEN.

VOTING DESIGNATION CERTIFICATE

To the President of **Port Antigua at Coral Bay Village Association, Inc.** (the "Association").

THIS IS TO CERTIFY that the undersigned, constituting all record owners of the following unit, have designated:

(Please print name of voting representative / member – only ONE name)

as their representative to cast all votes and to express all approvals that such owners may be entitled to cast or express at all meetings of the membership of the Association and for all other purposes provided by the declaration, the articles, and the bylaws of the Association.

The following examples illustrate the proper use of this certificate:

- I. Parcel owned by John Doe and his brother, Jim Doe. VOTING CERTIFICATE REQUIRED designating either John OR Jim as the voting representative (not a third person).
- II. Unit/Lot owned by Overseas, Inc., a corporation. VOTING CERTIFICATE REQUIRED designating an officer or employee entitled to vote, signed by the President or Vice-President of the corporation, and attested by the Secretary of the corporation.
- III. Unit owned by John Jones with no other co-owner. **NO VOTING CERTIFICATE REQUIRED.**
- IV. Unit owned by Bill and Mary Rose, husband, and wife. VOTING CERTIFICATE REQUIRED designating one of them as the voting representative (not a third person).

This certificate is made pursuant to the declaration and shall revoke all prior certificates and be valid until revoked by a subsequent certificate.

DATED this _____ day of _____, 20__.

a. Please print name(s) of all owners; If corporation, please designate officer held and each name:

Lot Number

Port Antigua at Coral Bay Village
Association Address

NOTE: This form is not a Proxy and should not be used as such. Please be sure to designate one of the joint owners or authorized persons to vote on behalf of the owner/corporation, not a third person, as the Voting Representative.

***** VERY IMPORTANT ***** PLEASE READ *****

Dear Fellow HOA Members

We are enclosing this page to make you aware of some changes to our assessment collection and violation procedures. All of these changes are consistent with our Governing Documents and Florida State Statutes.

For the vast majority of you, those of you who pay the annual fee by the due date and who correct a violation condition when you receive a citation, these changes will have no effect or cost to you.

We are all aware that our maintenance assessment is annual and is due around the beginning of the year. The reason for it being annual is simple; a more frequent payment cycle would mean a higher management processing cost and the full year's amount is not high enough to warrant doing this. Being delinquent means more work for management to follow up with those who have not paid and winds up costing all of us. We will also be more timely about turning delinquencies over to Collection on the published schedule and pursuing payment as far as allowable.

Similarly, almost all of us, including some Board members have probably received a first violation notice, also referred to as a courtesy notice, and have responded by correcting it, or contacting management to either obtain a reasonable time extension, or, in a few cases, had the violation reversed due to error. We had been giving 2 notices before sending the Notice to Appear letter (the letter requesting Grievance Committee attendance). As it turns out, most people who receive a first notice and ignore both the violation and management do the same thing with the second notice. So, we are eliminating the second notice to reduce costs and are implementing an administrative fee to the violator to cover the expense associated with the Notice to Appear letter. Note that the Notice to Appear letter will only be sent when someone has not corrected the condition and has not contacted management to come up with a solution.

Again, the Board wants to thank the vast majority who take pride in their homes and who meet their financial obligations on a timely basis.

Lastly, we wish all of our fellow homeowners' good health and a happy upcoming holiday season.

The Port Antigua Board of Directors