

Dear Villa Owner and Neighbor,

This note is full of new information and dates about upcoming Special Meetings. They are also posted on our website www.skyelochvillas.com .

There will be a Special Meeting on January 22, 2026 at 6:00 PM in the Community Building. The agenda for this meeting is an open forum to discuss one new Rule, amend one By-Law and one new By-Law. Enclosed please find a copy of the new Rules and By-Law. They are also available on our website.

1. Capital Improvement Fund
2. Election Nomination
3. Enforcement

There will be a second Special Meeting on February 12, 2026 at 6:00 PM for the community to vote on the proposed Rule and By-Law changes. There will be a second mailing to each Villa owner regarding this voting meeting.

Join Zoom Meeting

Topic: Skye Loch Special Meeting

Time: Jan 22, 2026 06:00 PM Eastern Time (US and Canada)

[https://us02web.zoom.us/j/87646065326?
pwd=zjcb56IJSD6joYkYU6rjJithD19nrC.1](https://us02web.zoom.us/j/87646065326?pwd=zjcb56IJSD6joYkYU6rjJithD19nrC.1)

Meeting ID: 876 4606 5326

Passcode: 394573

BOD

Skye Loch Villas Rules Proposal

Summary

- **CAPITAL IMPROVEMENT TRANSFER FEE**

- This is a revised update (first presented in 2023) for the establishment of a Capital Improvement Transfer Fee. This new proposal will establish a fund to be used solely for capital improvements and major repairs. If approved by Owners, this will require that the purchaser of a Skye Loch property pay an amount totaling 6 months of the HOA general maintenance fee (current at time of sale) to be deposited into this fund. This payment will be in addition to the regular monthly fees required for the general maintenance fund. The Capital Improvement Fund Transfer Fee will not apply for transfers to immediate family members or a Ladybird Deed or other valid Trust per eligibility requirements.

- **ELECTIONS (BY-LAW ARTICLE VII)**

- This proposal provides for:
 - Elimination of a designated Nominating Committee.
 - The ability to accept nominations at the January Annual Meeting (nominations will still be accepted at the December Meeting).

- **VIOLATION PROCESS (RULES ARTICLE VII, SEC. 7.6)**

- This update clarifies, simplifies, and reduces the amount of time required for action by the Board for a confirmed violation. Updates include:
 - Report of a violation must be made directly to the Management Company via telephone or email.
 - Elimination of the need for a 2nd violation notice to the violator.
 - Handling process for repeat violations.

PROPOSED CAPITAL IMPROVEMENT TRANSFER FEE

**RESOLUTION NO. 2023-06 AMENDING DECLARATION OF RESTRICTIONS
OF SKYE LOCH VILLAS OWNERS' ASSOCIATION, INC.,
AN INCORPORATED DEED RESTRICTED ADULT COMMUNITY**

1. RESOLVED, THAT ARTICLE VII, Section 1.3, is hereby added to read as follows:

1.3 Capital Improvement Transfer Fees for capital improvements and major repairs as set forth elsewhere in this Declaration.
2. RESOLVED, THAT ARTICLE VII, Section 5.1, is hereby added to read as follows:

5.1 Capital Improvement Transfer Fee. In addition to the ~~annual~~ **monthly** general maintenance fee, upon the sale or transfer of any Lot, the purchaser or transferee shall pay to the Association an amount equal to ~~twelve (12)~~ **six (6)** monthly installments of the annual general maintenance fee for the purposes of capital improvements. The Capital Improvement Transfer Fee shall be placed in a reserve account for that purpose.
2. RESOLVED, THAT, the remaining terms, provisions, and conditions of the By-Laws are hereby ratified, confirmed, and approved.

**CLEAN COPY: CAPITAL IMPROVEMENT TRANSFER FEE
RESOLUTION NO. 2023-06 AMENDING DECLARATION OF RESTRICTIONS
OF SKYE LOCH VILLAS OWNERS' ASSOCIATION, INC.,
AN INCORPORATED DEED RESTRICTED ADULT COMMUNITY**

1. RESOLVED, THAT ARTICLE VII, Section 1.3, is hereby added to read as follows:
 - 1.3 Capital Improvement Transfer Fees for capital improvements and major repairs as set forth elsewhere in this Declaration.
2. RESOLVED, THAT ARTICLE VII, Section 5.1, is hereby added to read as follows:
 - 5.1 Capital Improvement Transfer Fee. In addition to the monthly general maintenance fee, upon the sale or transfer of any Lot, the purchaser shall pay to the Association an amount equal to six (6) monthly installments of the annual general maintenance fee for the purposes of capital improvements. The Capital Improvement Transfer Fee shall be placed in a reserve account for that purpose.
 - 5.2 Capital Improvement Transfer Fee as described will not apply in the following circumstances:
 - a. Transfer of an Owner property to immediate family members defined as: daughter, son, grandchild, sister, brother, parent. Transferee/Beneficiary must meet Skye Loch eligibility requirements for ownership and residence.
 - b. Transfer of an Owner property to a beneficiary(ies) of a valid Florida Ladybird Deed or other valid Trust. Transferee/Beneficiary must meet Skye Loch eligibility requirements for ownership and residence.
2. RESOLVED, THAT, the remaining terms, provisions, and conditions of the By-Laws are hereby ratified, confirmed, and approved.

Skye Loch By-Laws

Art VII, Sec 4

03/03/2003

CURRENT BY-IAW

ARTICLE VII ELECTIONS

7.1 At the November Regular Association Meeting the President will appoint a Nominating Committee of three (3) Members none of whom shall be a Member of the Board.

7.2 At the December Regular Association meeting the Nominating Committee will present Nominees for the Board. Nominations from the floor shall be called for at this time.

7.3 The names of the Nominees from the December's Regular Association Meeting will be posted on the bulletin board and/or in the Ripple's at least five (5) days before the January Annual Meeting.

7.4 Nominations from the floor will be accepted and election of the Board Members will take place at the Annual Meeting in January.

7.5 A majority vote of the Members present and by Proxy is required to be elected.

7.6 All those elected will be introduced to the membership by the President and take office *immediately upon the closing of the Annual Meeting of the Association.*

Skye Loch By-Laws

Art VII, Sec 4

PROPOSED New –

ARTICLE VII ELECTIONS

7.1 The Management Company will mail a packet to each unit owner in October, advising of the upcoming election. The packet will include nomination forms and submittal instructions. Owners are invited to nominate another owner and/or self-nominate for an available Board position.

7.2 At the December Regular Association meeting the Nominees for the Board will be announced. Nominations from the floor shall be called for at this time. Nominees will have a brief opportunity to present themselves to the association.

7.3 The names of the Nominees from the December's Regular Association Meeting will be posted on the bulletin board and/or in the Ripple's at least five (5) days before the January Annual Meeting.

7.4 Election of the Board Members will take place at the Annual Meeting in January.

7.5 A majority vote of the Members present and by Proxy is required to be elected.

7.6 All those elected will be introduced to the membership by the President and take office *immediately upon the closing of the Annual Meeting of the Association.*

Skye Loch Rules And Regulations
Article VII, SANCTIONS FOR VIOLATIONS,
SECTION 7.6, VIOLATION PROCESS
06/20/2024

CURRENT RULE

1. A violation may be identified in one of the following ways:
 - Skye Loch Villa Board Member observation;
 - Skye Loch Villa Resident report; and/or
 - Management Company representative observation.

Note: A reporter must identify themselves and understand their identity will be public record in the community.
- 7.6.2 A violation must be reported to the Management Company via telephone or email and include the following:
 - Date(s) of violation;
 - Location of violation (address, location within Skye Loch, etc.);
 - Name and/or other specific identifying information about the violator; and/or
 - Provide photo if possible.
- 7.6.3 A violation must be verified prior to next steps:
 - Management Company representative follows up with reporter within 7 days to review situation and obtain other information as needed;
 - Management Company representative should attempt to verify via the reported violation via an onsite visit, within 7 days of report;
 - Management Company representative presents reported violation and verification findings to the Board for review within 14 days of initial report; and
 - Board makes decision regarding validity of the violation.
4. Next steps:
 - Management Company representative follows with reporter regarding validity of a violation and plan for next steps, as needed;
 - Management Company representative attempts "friendly" contact with Violator via in-person visit or telephone contact immediately following Board validation. If no response or contact made...
 - ...Management Company representative sends first notice to violator within 7 days of Board decision of the violation and action required. Allow 30 days for response/action by violator.
 - Management Company representative reports resolution by violator to Board and the reporter or sends second notice to violator within 7 days after initial response deadline. Allow 30 days for response/action by violator.
 - Management Company representative reports resolution by violator to Board

and the reporter or sends third notice to violator within 7 days after initial response deadline. Allow 30 days for response/action by violator.

- If no (or unacceptable) response received, Management Company representative schedules C.E.C meeting and sends out notice via U.S. certified-mail to violator. Also notify C.E.C. members, and Board of scheduled meeting to be held within 30 days of notice.
- C.E.C. meets at pre-scheduled time to review situation with violator and/or violator representation. C.E.C. makes determines recommendation for Board at end of this meeting.
- Board reviews C.E.C. recommendation within 14 days of meeting and determines fines, next steps as per applicable law. Communicate to Management Company representative.
- Management Company representative communicates determination via U.S. certified-mail of decision and next steps, fines. Violator has 10 days to satisfy decision requirements.
- Management Company representative communicates resolution (no details) to reporter.
- Management Company representative communicates via letter to Violator when decision requirements have been satisfied (cc: Skye Loch Board).
- After 10 days, if violator has not satisfied the demand, Management Company adds fee and/or violation to their General Ledger so that Villa cannot be sold without remedy of the open issue.

PROPOSED UPDATE

SECTION 7.6, VIOLATION PROCESS

1. REPORTING

- Skye Loch Villa Board Member observation;
- Skye Loch Villa Resident report; and/or
- Management Company representative observation.
- All reports must be made to the Management Company via telephone call or email.

7.6.2 VERIFICATION

- Management Company representative follows up with reporter within a reasonable timeframe to review situation and obtain other information as needed;
- Management Company representative should attempt to verify via the reported violation via an onsite visit.
- Management Company representative presents reported violation and verification findings to the Board for review within a reasonable timeframe of initial report; and
- Board makes decision within a reasonable timeframe regarding validity of the violation.

3. NOTIFICATION

- Management Company representative sends notice to violator within a reasonable timeframe of Board decision of the violation and action required. Allow 30 calendar days from notice mailing date for response/ action by violator.
- Management Company representative reports resolution by violator to Board and the reporter

7.6.4 CEC REVIEW

- If no (or unacceptable) response received, Management Company representative schedules C.E.C meeting and sends out notice via U.S. certified-mail to violator. Also notify C.E.C. members, and Board of scheduled meeting to be held within 30 days of notice.
- C.E.C. meets at pre-scheduled time to review situation with violator and/ or violator representation. C.E.C. makes determines recommendation for Board at end of this meeting.
- Board reviews C.E.C. recommendation within a reasonable timeframe and determines fines, next steps as per applicable law. Communicate to Management Company representative.

- Management Company representative communicates determination via U.S. certified-mail of decision and next steps, fines. Violator has 10 days to satisfy decision requirements.
- Management Company representative communicates resolution (no details) to reporter.
- Management Company representative communicates via letter to Violator when decision requirements have been satisfied (cc: Skye Loch Board).
- After 10 days, if violator has not satisfied the demand, Management Company adds fine to their General Ledger so that Villa cannot be sold without remedy of the open issue.

7.6.5 REPEAT OFFENSES

- In the event of a repeat violation by the same unit owner within 6 months of the initial offense, the violation will be immediately referred to the CEC Committee as per Sec. 7.6.4.