

PORTSIDE CONDOMINIUM ASSOCIATION, INC.
Action by Written Ballot
N.C.G.S. 55A-7-08

The Board of Directors of Portside Condominium Association, Inc. ("Association") has deemed it to be in the best interest of the community to propose to its Unit Owners a special assessment in the amount of \$1,300,000. These funds will be placed in a separate account to be used for the repairs needed in the community, including but not limited to, roofs and flashing, trim, stucco maintenance, decks, painting, and parking lots.

According to Paragraph 14(c) of the Declaration of Condominium for Portside Condominium, any special assessment must have the affirmative vote of Unit Owners owning at least 51% of the Common Interest. The vote for this special assessment is being sent to the Unit Owners using the action by written ballot procedures set out in the North Carolina Nonprofit Act instead of holding a vote of the members in person.

If the special assessment is approved, it will be assessed against the Unit Owners in relation to their percentage common interest, notices for payment will be sent December 16th, 2024, and the payment will be due by January 31st, 2025. The Board encourages all Unit Owners to vote in favor of this special assessment so necessary repairs to the building may be made.

1. A special assessment in the amount of \$1,300,000.00 will be assessed against all the Unit Owners in relation to their percentage common interest and will be due and payable by January 31st, 2025.

Regarding the above special assessment, the undersigned Unit Owner(s) vote as follows:

_____ **FOR the special assessment** _____ **AGAINST the special assessment**

To be counted, this ballot must be received by the Association on or before **12:00 p.m. Monday, December 16th, 2024**. Please sign, print your name, and return this ballot (or a copy/photo) in any of the following ways:

- **By regular mail to:** Main Street Management, Attention: Ann Marie Creavin, 18115 W Catawba Ave, Cornelius, NC 28031
- **As an attachment by email to:** annmarie@mainstreetmanagers.com
- By dropping it off **in person** at the Portside property manager's office for: Ann Marie Creavin, Main Street Management, 18115 W Catawba Ave, Cornelius, NC 28031
- By **giving it to any Portside HOA Board member** (who will drop it off at the property manager's office for you)
- By using the Portside property manager's website and its **online voting** tab:
<https://msmg.cincwebaxis.com/account/loginmodernthemes>

Signature: _____ Printed Name: _____

Signature: _____ Printed Name: _____

Date: _____ Unit #: _____