

James Robert Caves, III
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March 4, 2022

Heritage Pointe Master Association, Inc.
Attn: All Owners

Re: Rescheduled Annual Meeting Date

Dear Members:

The Association has requested that the Firm review and advise on an issue involving the upcoming election of directors originally scheduled to occur at the Annual Meeting on March 15, 2022. It was determined that due to an apparent technical error for some unknown number of Unit Owners who were voting in the election of directors electronically not all of the eligible candidates for the election were listed on the electronic ballot. Specially, one candidate's name was not included on the electronic ballot and a screenshot of the erroneous ballot was provided to the Association.

Pursuant to Florida Law, the failure of the Association to include the name of every eligible candidate of the ballot is an error that if not timely corrected would result in invalidating the election.

As such, it is our position that the election to be held in connection with the Annual Meeting must be re-scheduled to give the Unit Owners who have elected to vote electronically sufficient notice of the corrected ballot and to allow all Unit Owners who are voting electronically the statutorily required fourteen (14) days to cast such votes prior to the election.

To this end, the Annual Meeting scheduled on March 15, 2022, will be held, but only for the purpose of voting to adjourn and continue to the Meeting to March 22, 2022, at 10 A.M. in the Clubhouse.

If you have previously voted electronically, you will be required to re-vote all issues to be considered at the Annual Meeting, including the election of directors.

If you have already returned your paper proxy and/or paper ballot for the election of Directors those proxies and ballots will continue to be valid and will be counted at the re-convened Annual Meeting on March 22, 2022, and no further action on your part is required.

If you have not yet returned your paper proxy and/or ballot, please do so prior to the re-convened meeting to be held on March 22, 2022

Very truly yours,

A handwritten signature in blue ink, appearing to read "James Robert Caves, III".

James Robert Caves, III
For the Firm/JRC/sf