

Board of Directions of Flora Parke Homeowners Association, Inc
c/o Freedom Community Management
Contact Email: customercare@fcmjax.com



July 8, 2025
Re: Flora Parke HOA Annual Board Election

Dear Fellow Homeowners:

In our previous annual HOA board election meetings, once a quorum was established candidates could only be nominated from the floor of the meeting. The proxies did not contain names, so we needed 30% of total voting interests (194 homeowners) in attendance prior to voting.

The intent of this letter is to change a small section of our bylaws, which will specifically change our candidate nomination process. We are also deleting wording pertaining to the originally developer, Seda Construction Company.

To vote on the proposed bylaw change below, you will have three ways to vote: by ballot, electronic voting from your computer, or at the special meeting to be held August 12, 2025, 6:30pm at the Journey Church.

Electronic voting instructions:

1. Go to www.FreedomCommunityManagement.com
2. Owner Portal
3. Sign in to your account, or create one
4. Go to voting

Ballot voting instructions:

1. Please vote and enclose only the Limited Proxy ballot sheet in the inside envelope as addressed to Freedom Management.
2. Mailings must be in the hands of Freedom Management by the August 12, 2025 meeting to be valid.

Our Flora Parke Annual Meeting and Election will be the 2nd Tuesday in October per our original bylaws, remains the same. Nominations for election may be submitted to customercare@fcmanagement.com.

Thank you for your participation in Flora Parke community! Any questions may be submitted by email to Freedom Community Management @ customercare@fcmjax.com. Additional election information may be posted on FloraParke.org.

Respectfully,
Board of Directors of Flora Parke Homeowners Association, Inc.
c/o Freedom Community Management
751 Oak St Suite 110
Jacksonville, FL 32204

FLORA PARKE HOMEOWNERS ASSOCIATION

Phone: 904-490-8191 Email: customercare@fcmjax.com

Agenda: Special Meeting of the Members

Updated Notice is hereby given, in accordance with the bylaws of the **Flora Parke Homeowners Association, Inc. and Florida Statutes 720** that the Board of Directors will meet on the following date, time and place.

Date: Tuesday , August 12th 2025

Time: 6:30pm

Via: Journey Church 95707 Amelia Concourse, Fernandina Beach, FL 32034

- I. Call to Order
- II. Establish a Quorum of Members
- III. Proof of Notice
- IV. Election Amendment Vote
- V. Adjourn Meeting

FLORA PARKE HOMEOWNERS ASSOCIATION, INC.

LIMITED PROXY

The undersigned, owner(s) or designated voter of property address: _____ in Flora Parke Homeowners Association, Inc. appoints _____ or the Secretary as my proxy holder to attend the meeting of the members Flora Parke Homeowners Association, Inc. to be held on Tuesday August 12, 2025, 6:30pm at the Journey Church 95707 Amelia Concourse, Fernandina Beach, FL 32034. The proxy holder named above has the authority to vote and act for me to the same extent that I would personally present, with power substitution, except that my proxy holder's authority is limited, as indicated below.

I specifically authorize and instruct my proxy holder to cast my vote in reference to the following matters as indicated below:

Proposed Amendment 1 Art. 3, § 3.4 (on separate page incorporated by reference here)

<input type="checkbox"/> Approve Amendment 1	<input type="checkbox"/> Do Not Approve Amendment 1
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Proposed Amendment 2 Art. 3 § 3.5 (on separate page incorporated by reference here)

<input type="checkbox"/> Approve Amendment 2	<input type="checkbox"/> Do Not Approve Amendment 2
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Proposed Amendment 3 Art. 5 § 5.2 (on separate page incorporated by reference here)

<input type="checkbox"/> Approve Amendment 3	<input type="checkbox"/> Do Not Approve Amendment 3
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Proposed Amendment 4 Art. 9 § 9.4 (on separate page incorporated by reference here)

<input type="checkbox"/> Approve Amendment 4	<input type="checkbox"/> Do Not Approve Amendment 4
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Proposed Amendment 5 Art. 9 § 9.5 (on separate page incorporated by reference here)

<input type="checkbox"/> Approve Amendment 5	<input type="checkbox"/> Do Not Approve Amendment 5
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Date Proxy Given: _____, 2025

Owner Signature

Owner Signature

Owner Name (Please Print)

Owner Name (Please Print)

If you cannot attend or are planning to attend the meeting, please return your proxy so you can be counted in advance to establish a quorum.

If you intend to submit this Proxy via mail, please submit this proxy on or before Friday August 1, 2025 to Flora Parke HOA c/o Freedom Community Management 751 Oak St Suite 110, Jacksonville, FL 32204 to ensure receipt before the meeting; you may also email it to: customercare@fcmanagement.com OR fax to: 904-490-8153 by August 11th, 2025 All proxies must be received before the start of the meeting. You may also give your proxy to a board member or owner attending the meeting.

SUBSTITUTION OF PROXY

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

Date: _____, 2025

Proxy Signature: _____

**PROPOSED AMENDMENT LANGUAGE TO THE BYLAWS OF
FLORA PARKE HOMEOWNERS ASSOCIATION, INC.**

Bylaws of Flora Parke Homeowners Association, Inc.

Recorded: July 13, 2001, in Book 997 at Page 1447 (beginning on Page 1471)

First Amendment to Bylaws of Flora Parke Homeowners Association, Inc.

Recorded: July 13, 2001, in Book 997 at Page 1447 (beginning on 1487)

Article 3, Section 3.4 of the Bylaws of Flora Parke Homeowners Association, Inc. shall be amended by adding the underline language as follows:

3.4 Vote Required. Except as otherwise required under the provisions of the Articles, these By-Laws or the Declaration, or where the same otherwise may be required by law, at any meeting of the general membership of the Association, duly called and at which a quorum of 30% of qualified membership is present, the acts approved by the affirmative vote of a majority of the votes present at such meeting, whether in person, by proxy or by electronic voting, shall be binding upon the Members.

Article 3, Section 3.5 of the Bylaws of Flora Parke Homeowners Association, Inc. shall be amended by deleting the stricken language and adding the underlined language as follows:

3.5 Proxies. At any meeting of the Members, every Member having the right to vote shall be entitled to vote in person, ~~or by proxy or by electronic voting. Any proxy given shall be effective only for the specific meeting for which originally given. Every proxy shall be revocable at any time at the pleasure of the Lot owner executing it.~~ “Proxy” is defined to mean an instrument containing the appointment of a person who is substituted in the place and stead of the person or authorized representative of an entity entitled to vote. Proxies shall be in writing signed by the person or authorized representative of an entity giving the same and shall be valid only for the particular meeting designated therein and, if so stated in the Proxy, any adjournments thereof, provided, however, any proxy automatically expires ninety (90) days after the date of the meeting for which it was originally given. A Proxy must be filed with the Secretary of the Association, or other designated agent of the Association, before the appointed time of the meeting in order to be valid. Any Proxy may be revoked, at the please of the Lot owner executing it, prior to the time a vote is cast in accordance with such Proxy.

Article 5, Section 5.2 of the Bylaws of Flora Parke Homeowners Association, Inc. shall be amended by deleting the stricken language and adding the underlined language as follows:

5.2 Election of Directors. Directors shall be elected in the following manner:

(a) The Board of Directors shall be elected by the Members from among the membership of the Association at the Annual Membership Meeting, by affirmative vote of a plurality of the votes cast at such meeting in-person, by proxy or by electronic voting, ~~however, the Developer shall have the right to elect all the Directors of the Board subject to the following:~~

~~1. Lot owners other than the Developer shall be entitled to elect a majority of the Members of the Board of Directors upon the first to occur of the following:~~

~~_____ (a) The Developer has conveyed one hundred percent (100%) of Lots (including lots in the Future Development Property as provided in the Declaration); or~~

~~_____ (b) Developer elects to terminate the Class B Membership, in its sole discretion.~~

(b) Vacancies on the Board may be filled, through the unexpired term thereof, by the remaining Directors ~~except that, should any vacancy on the Board be created in a directorship previously filled by any person appointed by Developer, such vacancy shall be filled by Developer appointing by written instrument delivered to any officer of the Association, the successor Director, who shall fill the vacated directorship for the unexpired term thereof.~~

(c) In the election of Directors, there shall be appurtenant to each Lot one (1) vote for each Director to be elected, ~~and the Developer shall be entitled to cast the number of votes allocated to it under Section 3.3(a) hereof.~~

(d) At the first annual meeting, the members will elect three (3) directors, with one directorship to be designated as a two-year term director and the other two to be for one-year terms. At the next succeeding annual meeting, one of such one year term directorships shall be, from that point on, designated as a two-year term directorship. The intent hereof is to stagger the terms of the directorships so that there shall be only two directors elected each year with one member of the old board continuing on the new board. Therefore, there shall be two directorships of two-year terms being up for election in different years, and the third directorship shall always remain a one-year term directorship.

(e) Not less than sixty (60) days before a scheduled election, the Association shall mail, deliver or electronically transmit (if consented to by a Member), to each Member entitled to vote, a first notice of the date of the election. Such first notice may be given by any Lot Owner if the Association fails to do so. Any Member or other eligible person desiring to be a candidate for the Board must give written notice to the Association not less than forty (40) days before a

scheduled election. Nominations to serve on the Board, from any Member or other eligible person(s), made less than forty (40) days before a scheduled election or from the floor at any meeting will not be accepted. Together with the written notice and agenda, the Association shall mail, deliver or electronically transmit (if consented to by a Member), not less than fourteen (14) days or more than thirty-four (34) days prior to the election, a second notice of the election to all Member entitled to vote therein, together with a ballot which shall list all candidates. Upon request of a candidate, the Association shall include an information sheet, no larger than 8 ½ inches by 11 inches, which must be furnished by the candidate not less than thirty-five (35) days before the election, to be include with the mailing of the ballot. The Association has no liability for the contents of the information sheets prepared by the candidates nor any obligation or duty to confirm the accuracy of the information. In the event that Developer selects any person or persons to serve on the initial Board, Developer shall have the absolute right at any time, in its sole discretion to replace any such person or persons with another person or persons designated by Developer to serve on the Board. Replacement of any person or persons designated by Developer to serve on any Board shall be made by written instrument delivered to any officer of the Association, which instrument shall specify the name or names of the person or persons designated as successor or successors to the person so removed from the Board. The removal of any Director and designation of his successor shall be effective immediately upon delivery of such written instrument by Developer to any officer of the Association.

Article 9, Section 9.4 of the Bylaws of Flora Parke Homeowners Association, Inc. shall be amended by deleting the stricken language and adding the underlined language as follows:

9.4 Voting. In order for such amendment or amendments to become effective, ~~as long as there is a Class B Membership, it shall only take an affirmative vote of the Class B members. At such time as there is no Class B Membership,~~ the same must be approved by an affirmative vote of a majority of the votes entitled to be cast at a regular or special meeting, whether in-person, by proxy or by electronic voting. Thereupon, such amendment or amendments to these By-Laws shall be transcribed, certified by the President and Secretary of the Association, and a copy thereof shall be filed in the records of the corporation.

Article 9, Section 9.5 of the Bylaws of Flora Parke Homeowners Association, Inc. shall be amended by deleting the stricken language and adding the underlined language as follows:

9.5 Written Vote. At any meeting held to consider such amendment or amendments to these By-Laws, the written vote of any Member shall be recognized if such Member is not present at such meeting in person, ~~or by proxy~~ or by electronic means, provided such written vote is delivered to the Secretary, or another designated agent of the Association, at or prior to such meeting.