

PARK CHARLESTON HOMEOWNERS ASSOCIATION, INC.

Notice of Proposed Third Amendment to the Declaration and Request for Owner Approval

Date: February 25, 2026

To: All Park Charleston Homeowners

From: Board of Directors, Park Charleston Homeowners Association, Inc.

Dear Members,

Pursuant to Chapter 720, Florida Statutes, and Article XXII, Section 6(b) of the Park Charleston Declaration of Covenants, Conditions and Restrictions (recorded at O.R. Book 3390, Page 707, Public Records of Leon County, Florida), the Board of Directors hereby gives formal notice of proposed amendments to the Declaration and requests your approval.

Annual Membership Meeting Notice

Date: March 28, 2026

Time: 2:00pm

Location: Park Charleston Parking Lot

Purpose: Annual Meeting and to vote on the approval of the Third Amendment to the Declaration of Covenants, Conditions and Restrictions of Park Charleston.

Summary of Proposed Amendments

1. Article III – Assessments: Late Fee and Interest on Unpaid Dues

Current Provision: The Declaration currently imposes interest at eight percent (8%) per annum on unpaid assessments and does not authorize any late fee.

Proposed Change:

- Establish a \$25.00 late fee for any assessment not paid within fifteen (15) days of its due date.
- Increase the interest rate on delinquent amounts from 8% per annum to 18% per annum (1.5% per month), simple interest.
- Authorize the Board to adopt reasonable administrative collection procedures (without raising these limits).

Effect: This provides a stronger, uniform collection policy consistent with Section 720.3085(3), Florida Statutes.

2. New Article XXIII – Rental Restrictions

Current Provision: The Declaration does not contain any leasing restrictions other than general use covenants. Short-term rentals are not expressly limited.

Proposed Change:

- Require a minimum lease term of six (6) months.
- Limit leasing to no more than three (3) leases in any twelve-month period.
- Require background checks for all tenants age 18 or older, with the owner certifying no felony convictions for violence, theft, or fraud-related crimes.
- Require owners to provide the HOA with a copy of the first page of the lease (showing names, address, and term)

and contact information for both owner and tenant within five (5) days of lease execution.

- Clarify that owners remain responsible for tenant compliance.

Effect: These measures promote neighborhood stability, improve safety, and protect property values. They apply to all owners under Section 720.306(1)(h)2, Florida Statutes.

Voting Requirement

Under Article XXII, Section 6(b) of the Declaration, adoption of this amendment requires the approval of two-thirds (2/3) of all Lots in the community. Every vote matters.

How to Vote

You may vote in person at the meeting or by Limited Proxy. A Limited Proxy Form is enclosed so that you can cast your vote on each amendment if you cannot attend.

Please return the completed proxy by:

Mail or Hand-Delivery: to Marc Taps (Board President) or another board member.

Deadline: Must be received no later than March,27 2026 at 5 p.m.

Next Steps

If approved by the required vote, the Third Amendment will be recorded in the Public Records of Leon County, Florida, at which point it becomes binding on all current and future homeowners.

Questions

The full text of the amendment is attached If you have any questions please contact:

Management:
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Board President:
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By Order of the Board of Directors

Park Charleston Homeowners Association, Inc.

Attachments:

1. Full text of proposed Third Amendment to the Declaration (underlined version)
2. Limited Proxy Form for Owner Vote