

**HAMMOCK LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.
MEETING MINUTES – May 28, 2026**

Type of Meetings: ARC, Board of Directors Meetings, Special HOA Meeting May 28, 2026

The Date, Time, and Place the meetings were called to Order:

May 28, 2026, 4:00pm West Melbourne Library, 2755 Wingate Blvd, West Melbourne, FL 32904.

First Meeting:

Architectural Review Committee (ARC) Meeting

Call to Order: The ARC meeting of Hammock Lakes HOA was called to order by the HOA President: JOHN DITTMORE

Board members Present:: JOHN DITTMORE, RON BIELSKI, JOHN HENRY.

Proof of Proper Notice for The Meeting: Notice of this meeting was emailed to all owners by the HOA Post Master on May 12, 2026. A reminder notice was emailed to all owners on May 27, 2026.

Minutes from Previous ARC Meeting: *President Motioned and Mr. Bielski Secretary seconded to waive reading of prior minutes: The previous ARC meeting minutes posted to the HOA website.*

ARC Meeting

- ARC Chairperson presented four (4) Architectural Review Applications to the Board of Directors for approval. Each application was previously reviewed individually by each Committee member. The Committee's review revealed no issues with any of the four (4) applications, and subsequently each Committee member recommended to the Board of Directors to approve each application.
- The ARC Chairperson recommended to the Board of Directors that they approved all four applications.
- The HOA President then polled the Board of Directors. All Board members voted to approve all applications presented by the ARC Member.
- The HOA President directed the ARC Chairperson to sign each application and email the approvals back to each owner.
- The HOA President motioned adjourn this meeting and Mr. Bielski seconded.
- ARC meeting was adjourned at 4:10pm.

Second Meeting

Special Board of Directors (BOD) Meeting

Call to Order: The Special BOD meeting of Hammock Lakes HOA was called to order by the HOA President: JOHN DITTMORE

Board members Present:: JOHN DITTMORE, RON BIELSKI, JOHN HENRY, PATTY SELLERS, MONIQUE ESPOSITO

Proof of Proper Notice for The Meeting: Notice of this meeting was emailed to all owners by the HOA Post Master on May 12, 2026. A reminder notice was emailed to all owners on May 27, 2026.

Minutes from Previous ARC Meeting: *President Motioned and Mr. Bielski Secretary seconded to waive reading of prior minutes: The previous Special Board meeting minutes were posted to the HOA website.*

Special Board of Directors Meeting Purpose: To Determine if a change to Amendment II is approved by HOA members to remove fence restrictions for lots 7 - 10.

- The HOA President directed a vote count of owners present and represented by Proxy.
 - Ten owners were present; Five of the members present were Board members.
 - A total of 52 votes have been received since the initial meeting of April 28, 2026. This is an increase of 31 votes since the last meeting.
 - For a member's quorum, 1/3 of the total (84) population must be present or a combination of owners present and represented by proxy totaling 84, to have an owners meeting.
 - Therefore, the HOA President motioned to temporarily adjourn this special meeting for about 30 days, which would be July 2, 2026 at the West Melbourne Library.
 - The HOA will continue to conduct a door-to-door campaign to obtain the necessary 187 Yes votes for this amendment to be approved by HOA members.
- This Special member meeting was temporarily adjourned, with the Board in agreement at about 4:20pm.
- The next Special Members meeting will be scheduled for July 2, 2026, 4pm, at the West Melbourne Library.

Third Meeting

Regular Board of Directors (BOD) Meeting

Call to Order: The Special BOD meeting of Hammock Lakes HOA was called to order by the HOA President: JOHN DITTMORE

Board members Present: JOHN DITTMORE, PATTY SELLERS, RON BIELSKI, JOHN HENRY, & MONIQUE ESPOSITO

Proof of Proper Notice for The Meeting: Notice of this meeting was emailed to all owners by the HOA Post Master on May 12, 2026. A reminder notice was emailed to all owners on May 27, 2026.

Minutes from Previous ARC Meeting: *President Motioned and Mr. Bielski Secretary seconded to waive reading of prior minutes: The previous Special Board meeting minutes were posted to the HOA website.*

HOA Policy on “Waived Late Charges and Interest

- A new policy to waive late charges and interest was briefed to the Board and the owners present for a second time.
- The policy would implement a Late Fee Cap, Simple Interest as stated in our covenants, frequency of request for waiver, discretionary and fair use of the waiver process, and how payments are applied to a members account; interest first, then late fees.
- A new form was also developed and briefed to those present.
- This new policy was approved for implementation by the Board at the previous meeting, with the promise of a simple form for members to apply for relief.
- The next step in the implementation of this policy is to include this policy in the HOA Guidelines and Adapted Rules and post the form on the Hammock Lakes website.
- After receiving a completed Waiver form, the Board will review the reason for the request and decide to approve/disapprove on a case-by-case basis.
- This new policy **Does Not** apply to the standard HOA yearly assessment, which cannot be waived.

Verified Signature and Official Electronic Voting (Proposal)

- At the last HOA meeting, the HOA Treasurer presented a proposal to transition Hammock Lakes to electronic voting, instead of the current method of sending out proxies and physically counting votes.
- According to Florida Statutes 720.317, “The association may conduct elections and other membership voting via an **Internet-based online voting system**”
- The member must consent electronically or in writing, to online voting.

- Any electronic voting system that we may implement must meet specific requirements as detailed in the Florida Statutes such as:
 - Authenticate the members identity
 - Able to authenticate the validity of each electronic vote to ensure that the vote is not altered in transit.
 - Able to transmit a receipt from the online voting system to each member who casts an electronic vote.
 - Able to store and keep electronic ballots accessible to election officials for recount, inspection, and review purposes.
 - HOA must maintain paper ballots capability for those owners who opt out.
- The HOA President briefed the Board and members that his company has used the Adobe Pro software to sign contracts and other business-related documents. The HOA president offered to conduct some tests with the current proxy, to determine if the Adobe Pro software meets all of the Florida statute requirements listed above. The HOA President will also run his proposal to use Adobe, by the HOA legal advisor.
- Other capable products for electronic voting were estimated to be from \$1,200.00 to \$3,500.00, depending on the number voting requirements.
- More information will be provided at the next Board meeting.

TRACT M Activity Updates – HOA President

- On May 14, 2026, the long-coordinated Grant of Easement document was finally signed by the HOA President and the City of West Melbourne.
- The following is a Summary of the Grant of Easement document:
 - The document is an easement agreement that allows the City of West Melbourne, Park and Recreation Department, access to the Hammock Lakes Park, through what is legally known as Tract M.
 - With this Easement agreement, the City of West Melbourne Park and Recreation Department would be allowed to drive small vehicles through the Tract M access point, to better maintain the Hammock Lakes Park.
 - In return, the City of West Melbourne would establish a barrier to prevent unauthorized vehicles from entering this area via Tract M, while still allowing Hammock Lakes residential pedestrian traffic. Additionally, Hammock Lakes be allowed to erect a shed behind the lift station off of Tuscarora Court.
 - The HOA will be allowed to establish new electrical service in the vicinity of the shed, originating from the same lift station, to provide electrical power for the AIRMAX PS-60 Aeration System. The Aeration System will help to fix a long-standing issue with algae in the Tract F retention pond off of Glasbern Circle.
 - The City of West Melbourne will install a black wrought iron fence bordering lots 7-9.

Landscaping Proposal

- The HOA received a proposal on April 27, 2026 to update the front entrance coming into the Hammock Lakes community. The proposed cost is \$3,861.60. That proposal has not been approved because of multiple questions by Board members. The Board has requested a Board member to coordinate with the Landscaping company to help this project along. This Board member owns and operates a landscaping company and is considered a subject matter expert. This coordination with the Landscaping company will help to determine the best fit of colorful flowers and plants to help beautify the front entrance. We hope to get this proposal approved within the next week.

Meeting was Adjourned at 5:15 PM.

NOTHING ELSE FOLLOWS