

**HAMMOCK LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.  
MINUTES – OCTOBER 30, 2025**

**Type of Meeting:** ANNUAL MEETINGS OCTOBER 30, 2025

**The Date, Time, and Place the meeting was called to Order:**

October 30, 2025, 5:30 p.m. Veteran Memorial Complex, 2285 Minton Road, West Melbourne, FL 32904

**Call to Order:** The Annual meeting of Hammock Lakes HOA was called to order by the Presiding Officer: BOD President, JOHN DITTMORE

**The Establishment of a Quorum, With Attendees Listed by Name:** Board Members Present: JOHN DITTMORE, PRESIDENT; JOHN HENRY, VICE PRESIDENT; RON BIELSKI, SECRETARY; TARA MCNAB, DIRECTOR; EDWIN DIAZ, TREASURER was not present.

**Proof of Proper Notice for the Meeting:** The initial notice for this meeting was mailed by Advance Property Management, to all Hammock Lakes HOA members postmarked October 15, 2025. The HOA President made a statement before the meeting began that the notice was postmarked on October 15, 2025, which was five (5) days later than the required 20-day notice requirements indicated in the By-Laws. An email reminder was sent on October 25, 2025 to all participating email recipients.

**Minutes from Previous Board Meetings:** *President Motioned and Secretary Seconded: Minutes of the previous Annual Meeting were APPROVED as posted on Hammock Lakes Website (unanimous).*

**Roll Call of members present at the Annual Meeting:** A roll call of all owners was conducted. The final count of owners present at this Annual Meeting was fifteen (15). There were twenty-seven (27) proxies received before this meeting. The total number of owners present and represented by proxies received was 42.

**Meeting Adjourned:** Since the required number for an owner's quorum of 30% of all owners (30% times 280 = 84) was not achieved, the President of the Board motioned to terminate the Annual meeting. The Secretary seconded the motion, and the Annual meeting was immediately adjourned due to lack of an owner's Quorum at 5:40 pm.

**END OF MINUTES FOR ANNUAL MEETING CONDUCTED OCTOBER 30, 2025.**

**NOTHING ELSE FOLLOWS**

**HAMMOCK LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.  
MINUTES – OCTOBER 30, 2025**

**Type of Meetings:** ARC & ORGANIZATIONAL MEETINGS

**The Date, Time, and Place the meeting was called to Order:**

October 30, 2025, 5:40p.m. Veteran Memorial Complex, 2285 Minton Road, West Melbourne, FL

**Architectural Review Committee (ARC)**

**Call to Order:** The ARC meeting of Hammock Lakes HOA was called to order by the Presiding Officer: BOD President, JOHN DITTMORE

**The Establishment of a Quorum, With Attendees Listed by Name: Architectural Review Committee members:** Present: John Henry, CHAIRMAN; Patty Sellers, Ron Bielski, Joy Debusk; Raul Marlasca, was not present.

**Proof of Proper Notice for the Meeting:** The initial notice for this meeting was mailed by Advance Property Management to all Hammock Lakes HOA members on October 15, 2025. An email reminder was sent on October 25, 2025 to all participating email recipients.

**Minutes from Previous ARC Meetings:** *The Minutes of the previous ARC Meeting were APPROVED as posted on the Hammock Lakes Website.*

**Architectural Review Committee (ARC) Meeting**

- The Chairman of the ARC presented 6 Architectural Review Applications to the Board of Directors for approval. The Architectural Review Committee members had previously & independently reviewed all applications, and the majority of Committee members had no issues.
- The HOA Chairman motioned to the Board of Directors to approve all pending ARC applications. The Secretary seconded the motion, and it was carried by the Board.
- The Chairman of the ARC was directed by the HOA President to sign the approved application and email a copy of the approvals to each homeowner.

The ARC meeting was adjourned at 5:55 pm

**END OF MINUTES FOR ARC MEETING CONDUCTED OCTOBER 30, 2025.  
NOTHING ELSE FOLLOWS**

## **Organizational Meeting**

**Call to Order:** The Organizational meeting of Hammock Lakes HOA was called to order by the Presiding Officer: BOD President, JOHN DITTMORE

**The Establishment of a Quorum, With Attendees Listed by Name:** Board Members Present: JOHN DITTMORE, PRESIDENT; JOHN D. HENRY, VICE PRESIDENT; RON BIELSKI, SECRETARY; TARA MCNAB, DIRECTOR: EDWIN DIAZ, TREASURER was not present.

**Proof of Proper Notice for the Meeting:** The initial notice for this meeting was mailed by Advance Property Management, the management company, to all Hammock Lakes HOA members on October 15, 2025. An email reminder was sent to all participating email recipients.

**Minutes from Previous Board Meetings:** President Motioned and Secretary Seconded: Minutes of previous Organizational Meeting were APPROVED as posted on Hammock Lakes Website (unanimous).

## **Committee Reports:**

**ARC Committee:** The ARC Committee members include Raul Marlasca, Joy Debusk, Ron Bielski, Patty Sellers, & John Henry - Chairperson

- 45 ARCs processed so far in 2025 Jan – Oct (120 in all of 2024)
- 1 ARCs disapproved this year (Above-ground pool)
- 9 homes painted, 32 other ARCs such as new shutters, pavers, pools, trees, fences, & Doors
- 3 Roofs/Shingles replaced so far in 2025 (52 in 2024)
- Average time to process ARCs is 3-4 days for all submissions.
- Most applications are submitted by email or the HOA mailbox.

**Welcome Committee:** The Welcome Committee members include Sandy Carbone, Gloria Williams, and Eddie Diaz – Chairperson

- The Welcome Committee Chairman reported **8 new** homeowners moved into the community so far this year (11 in 2024).
- Each new owner received welcome emails with additional information about the Hammock Lakes community.
- All new owners are provided access to the Hammock Lakes website, which has all HOA governing documents.
- A welcome visit is offered at the new owner's discretion.

**Gate Status Report:** The gate system was completely updated in June 2024.

- Major components replaced: Telephone Entry Device, with an Integrated Video camera, 2 swing gate operators, w/battery backup & surge protection. s.
- Established internet connectivity for access to the Command and Control of the gate, replaced 2 Network Video Recorders & 8 High-Resolution cameras.

- Established Cloud Storage for gate entry Video and owner databases.
- Gate Preventive Maintenance was established for the 2<sup>nd</sup> year at \$1,010.00 (2 visits).
- The HOA funds the initial MyQ License. A second license will cost \$1.25/month.
- 41 MyQ Licenses have been assigned to date.
- Seven new gate FOBs programmed so far this year.

### **Landscaping Report**

- Landscape contract was renewed with the same vendor
- Contract includes the following
  - Front entrance and all common area are maintained
  - Hedges off Eber Road will be trimmed 4-6 times per year.
  - New plants and mulch for the front entrance as required
  - All Irrigation systems at the front entrance and along Eber Road are maintained.
  - Pressure Washing, as required of the front entrance and other common areas, is an additional cost.
  - Westside Ditch maintenance is an additional cost (flood prevention/mitigation)
  - Other unknown requirements will be an additional cost.
  - Comment by an owner about some common areas that need power washing.
  - The HOA Secretary requested that the owner send an email to the HOA with all the details so the issue can be corrected.

**Rental Status Report** – The current rental status in the community is under the allowed number of rentals as specified in Amendment VIII to the covenants.

Rental Status:

- West Side Rentals: 3 of 24 allowed
  - 1 Family Rental
  - **Rentals decreased by one** since last report
- East Side Rentals: 21 of 32 allowed.
  - 1 Family Rental
  - 10 Corporate Rentals (9-Invitation Homes & 1 First Key).
  - **Rentals remained the same as last year.**
- Total Current Rentals in the community: 24
- Total Rentals Allowed in community: 56 of 280

### **Other Business:**

#### **Amendment Proposal to Change Amendment Two of the Covenant**

- The HOA Vice President presented a proposal to **update/change Amendment Two,** which previously modified **Article III, Section 10.** Fences, Walls, Hedges, Mast Planting of Any Type, of the Covenants.
- The previous modification mistakenly included “lots 9-10 inclusive of Hammock Lakes east Phase Two”, as being “lake front/conservation lots”.

- The area behind these lots **is not** a conservation area and is not located adjacent to any lake/retention pond area. The area behind lots 9 & 10 is part of the West Melbourne Park, which is owned and operated by the City of West Melbourne.
- The proposed amendment would remove lots 9-10 from the list of locations with fence restrictions.
- The proposal would retain fence restrictions for all other locations mentioned in the amendment.
- We will send this proposal to legal for assistance in developing this change.
- Once the amendment is developed, we send a proxy out to owners to approve.
- We will also attempt to use Adobe's certified "E-Signature" capability on the Portal Document Format (PDF). If we do not receive the required owner responses, we will conduct a door-to-door campaign to obtain owner signatures.
- The amendment will require 2/3 approval of all members (187 members) to approve this change.
- Our goal is to have the amendment ready for owner review and approval by the middle of November 2025.
- **Other HOA Business and Updates**
  - The HOA still plans to move forward with the purchase of a storage shed. The HOA President is negotiating with the City of West Melbourne for space near Tract M. The HOA currently pays \$131.18 per month.
  - The HOA will move forward with the purchase of 50-100 feet of fencing for Tract F to protect this area from trespassers. The estimated cost for the fencing is \$1,500.00 - \$2,000.00.
  - The HOA's effort to manage the algae problem with Tract F is on hold pending the establishment of electrical service in the area. Tract F is the Retention Pond bordering Glasbern Circle & Tuscarora Court. This retention pond is the largest retention pond serving Hammock Lakes as part of the flood control and water management system. The electrical service is being negotiated with the City of West Melbourne as part of an Easement Agreement for the use of Tract M, to maintain the Hammock Lakes Park.

### **Owners Time**

- **Received a letter in the HOA mailbox to replace the lamp at the intersection of Glasbern Circle and Sedgewood Circle:**
  - According to the people who live in this area, all say the light is brighter than all other lights in the area and should not be replaced.
- **Owner suggestion received via email, to explore a group discount for all driveway/sidewalk/curve pressure wash. Owners would pay the discounted amount.**
  - HOA indicated they would look into this possibility and provide a cost for each owner.
- **Owner suggestion received via email to investigate sidewalk issues on the westside of the community.**

- The HOA has responded to this request by tasking the management company to repair some broken/raised/sinking areas.
  - The HOA President asked the community for help in identifying other westside sidewalks that need repair.
  - The homeowner is responsible for the driveway (pavers or concrete) and apron areas (concrete only).
  - The HOA is responsible for all pedestrian sidewalks on the west side.
- The Organizational meeting was adjourned at 6:50pm.

**NOTHING ELSE FOLLOWS**