

**HAMMOCK LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.**  
**MINUTES – NOVEMBER 22, 2025**

**Type of Meeting:** GENERAL OWNERS MEETING NOVEMBER 22, 2025

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

November 22, 2025, 10:00 a.m. Hammock Lakes Park, 2394 Tuscarora Court, West Melbourne, FL 32904

**Call to Order:** This General owner's 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; EDWIN DIAZ, TREASURER, RON BIELSKI, SECRETARY; TARA MCNAB, DIRECTOR.

**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 but was postmarked October 15, 2025. The notice was five (5) days later than the required 20-day notice requirements indicated in the By-Laws. The initial meeting was held on October 30, 2025. To comply with our By-laws, we requested the management company mail another meeting notice to all owners, which was postmarked on October 28, 2025. An email reminder was sent on November 16, 2025 to all participating email recipients.

**Minutes from Previous Board Meetings (October 30, 2025): Vice President Motioned and Secretary Seconded: Minutes of the previous Annual Meeting were APPROVED and will be posted on Hammock Lakes Website (unanimous).**

**Roll Call of members present at the General Meeting:** A count of owners present was conducted. The final count of owners present at this Annual Meeting was fifteen (11), including five Board members. There were nineteen (19) proxies received before this meeting. The total number of owners present and represented by proxies received was 30.

**Meeting Adjourned:** Since the required number for an owner's quorum of 30% of all owners (30% times 280 = 84) was not achieved, the HOA President motioned to terminate this General meeting. The Secretary seconded the motion, and the General owners meeting was immediately adjourned due to lack of an owner's Quorum at 10:10 am.

**END OF MINUTES FOR GENERAL OWNER's MEETING CONDUCTED NOVEMBER 22, 2025.**

**NOTHING ELSE FOLLOWS**

**HAMMOCK LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.**  
**MINUTES – NOVEMBER 22, 2025**

**Type of Meetings:** ORGANIZATIONAL MEETING

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

November 22, 2025, 10:10 am. Hammock Lakes Park, 2394 Tuscarora Court, West Melbourne, FL 32904

**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 HENRY, VICE PRESIDENT; EDWIN DIAZ, TREASURER, RON BIELSKI, SECRETARY; TARA MCNAB, DIRECTOR.

**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 but was postmarked October 15, 2025. The notice was five (5) days later than the required 20-day notice requirements indicated in the By-Laws. The initial meeting was held on October 30, 2025. To comply with our By-laws, we requested the management company mail out another meeting notice, which was postmarked on October 28, 2025. An email reminder was sent on November 16, 2025 to all participating email recipients.

**Minutes from Previous Board Meetings (October 30, 2025):** *Vice President Motioned and Secretary Seconded: Minutes of the previous Annual Meeting were APPROVED and will be posted on Hammock Lakes Website (unanimous).*

The initial Organizational meeting was held on October 30, 2025. All typical Organizational matters and reports were discussed at the October 30, 2025 meeting, except adapting the 2026 HOA Budget. The minutes from the October 30, 2025 meeting that documented the Organizational agenda and meeting details, will be posted to the Hammock Lakes Website.

## **Organizational Meeting Agenda:**

- **Adapting the 2026 Budget:** The initial budget meeting was held on September 4, 2025 at the West Melbourne Library. The management company developed and submitted the initial budget to the HOA for review. After significant review by owners present at the initial meeting and Board members, the budget submitted by the management company was modified and revised where possible.
- **Budget Revisions:** Some items that were revised included:
  - General Maintenance revised down to \$1,500.00 from \$5,000.00
  - Gate Maintenance revised down by \$989.00
  - Cloud Services revised down by \$73.00
  - Westside Ditch maintenance revised down to \$1,000 from \$5,950.00
  - There were some increases such as management fees, landscaping, postage, and Aquatics.
- **Final Budget:** The basic assessment for all owners will increase by \$9.00 to \$307.00.
- West side owners will require an additional assessment for gate and road reserves of \$130.00. The total westside assessment will be \$438.00.
- The HOA President motioned to adapt the 2026 HOA budget as revised. The HOA Treasurer seconded the motion, and all Board members agreed. The motion was unanimously carried.

## **Other HOA Business:**

- **Architectural Review:**
  - The Chairman of the ARC, requested the Board of Directors to approve two ARC's that were submitted for review since the October 30, 2025 ARC meeting.
  - The two applications were previously and individually reviewed by the Architectural Review Committee and reported to the Chairman, that they did not have any issues with the applications. The Committee unanimously recommended the Board of Directors approve both applications.
  - The HOA President motioned to approve both applications, seconded by the Treasurer, and unanimously approved by the Board.
  - The Chairman of the ARC will sign the applications and email the approvals to the respective owners.
- **Discussion on Property X:**
  - So identified with an "X" because of protected health information, also known as (HIPAA), or the Health Insurance Portability and Accountability Act of 1996. HIPAA is a federal law that protects sensitive patient health.
  - The HOA is in receipt of a request for "Reasonable Accommodation" under Fair Housing laws. Under advisement for legal, we will not divulge what is in the letter.

- The President motioned to accept the request from the owner of property X for “Reasonable Accommodation”. The motion is passed by a vote of four to one Board members. The motion was carried.
- The Board member voting against the motion, announced their resignation in protest. The remaining Board members accepted the resignation and will replace this Board member at the next scheduled Board of Directors meeting.
- **Tract M Update:**
  - The HOA President informed the owners present at this meeting that all modifications by the HOA to the “Easement Agreement with the City of West Melbourne have been made and was forwarded to the City of West Melbourne for review and comment.
  - The HOA President informed that based on the City’s current schedule, a final document from the City of West Melbourne may not be forthcoming until after the Christmas holiday season.
- **Owner’s Time:**
  - One owner asked if the HOA could do anything about motorized bicycles, otherwise known as “E-Bikes”. The owner complained that he was almost run over by one leading from the West Melbourne parking lot into the park. There is not much the HOA can do about this issue, since it happened on City of West Melbourne property. The advice given to this owner was for them to attend a city council meeting and register to speak.
- The Organizational meeting was adjourned at 11:15 am.
- **END OF MINUTES FOR ORGANIZATIONAL MEETING CONDUCTED  
NOVEMBER 22, 2025.**

**NOTHING ELSE FOLLOWS**