

**HAMMOCK LAKES HOMEOWNERS ASSOCIATION OF BREVARD, INC.
MEETING MINUTES – June 24, 2025**

Type of Meetings: ARC, Board of Directors Meetings, Special HOA Meeting June 24, 2025

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

June 24, 2025, 5:30pm Veterans Memorial Complex, 2285 Minton Road, 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

The Establishment of a Quorum, With Attendees Listed by Name: Board members Present: JOHN DITTMORE, JOHN HENRY, EDDIE DIAZ, RON BIELSKI, and TARA McNAB.

Proof of Proper Notice for The Meeting: Notice of this meeting was emailed to all owners by the HOA Post Master on June 14, 2025.

Minutes from Previous ARC Meeting: *President Motioned and Mr. Diaz Treasury seconded to waive reading of prior minutes: A motion by the HOA Vice President to approved the Meeting minutes from the May 27, 2025 meeting for posting, was seconded by the HOA President. All member agreed to have the previous meeting minutes posted to the HOA website.*

ARC Meeting

- The Chairman of the ARC 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 applications, and subsequently each Committee member recommended the Board of Directors approve each application.
- The ARC Chairman subsequently 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 Chairman.
- The HOA President directed the ARC Chairperson to sign each application and email the approvals back to each owner.
- **Other ARC Business:**
 - **Trellis Fence at 2292 Glasbern Circle**
 - The Board reviewed the case of a violation letter sent to an owner on the east side for a lattice fence installed in the rear yard. This issue was discussed at

- the previous ARC meeting, where the owner of 2292 Glasbern Circle requested the Board seek a legal opinion of whether there was a “statute of Limitation”, because the Trellis Fence in question was installed by the previous owner four (4) year, eight (8) months ago, or longer.
- The HOA did seek a legal opinion from the HOA attorney and was informed that there was indeed a “Statute of Limitations regarding HOA legal action based on restrictive covenants of “Five Years”.” What this means is the HOA cannot enforce a violation if the violation was discovered more than five after the fact.
 - The owner of 2292 Glasbern Circle has camouflaged the existence of the trellis fence by planting shrubbery in front of the trellis fence, which has obscured the presence of the trellis fence from the street.
 - To mitigate future issues throughout the entire community, the HOA lawyer has advised the HOA to develop a “Rehabilitation Letter” to be sent out to all owners, regarding future violations and the HOA responsibility to enforce the rules set forth in the Declaration of Covenant, Conditions, and Restrictions.
 - As reported during the first meeting, the violation revealed that a fence/trellis is indeed installed around the rear yard. The trellis has shrub growth on it, which obscured a view of the trellis from the street since around 2020.
 - Despite that fact that a trellis fence is a clear violation of the covenants, the primary issue is all previous inspections by the Advance Property Management inspection team failed to notice a trellis fence was installed at 2292 Glasbern Circle over the last five years, which exceeds the statute of limitation.
- **Fence 2712 Glasbern Circle**
 - The owner at 2712 was incorrectly approved to install a fence by the Architectural Review Committee.
 - The Hammock Lakes Board of Director later disapproved the fence installation, as it was installed, with an incorrect fence height and type.
 - The owner installed a six-foot-tall white PVC fence around the entire rear of the property.
 - The covenant guidance limits the fence height and type on the rear property line to four feet, white PVC– picket type fence, and a white PVC four feet in height leading from the rear property line for 25 feet, with the remaining distance toward the front being 6-feet in height, but no closer than 10 feet from the front of the house. The covenants identify fence restrictions by lot number and location.
 - The owner at 2712 Glasbern Circle did submit a request for Variant of the rules, acknowledging in the request that a six-foot fence around the entire rear of the property was not allowed in this location. The variant requested approval to install a six-foot white PVC privacy fence around

the rear of the property because of the “public sidewalk that runs parallel with their side yard that goes to the walking paths to the Hammock Lakes Park and due to the safety of their small animals.”

- Although the covenants do allow for a fence variant in certain situations such as safety of a young person. A variant for the safety of pets is specifically not allowed.
- Unfortunately, the Architectural Review Committee, nor the Board of Directors, was not aware of this restriction until after the approval was provided to the owner.
- The Hammock Lakes Board of Directors acknowledge a mistake in the approval process and offered to correct the fence installation at the HOA expense. The owner has refused this offer.
- According to the HOA legal advisor, the HOA must now seek a resolution for a correction of the fence installation, via a “Pre-Suite Mediation”. Pre-suite mediation is a state mandated requirement per Florida Statutes 720.311, before any further litigation can take place.
- Violation Issues with 2712 Glasbern Circle
 - The owner of 2712 Glasbern Circle questioned the Board about two violations recently issued on this residence. The owner was questioning whether his address was being targeted.
 - The HOA President provided this explanation to the owner:
 - One violation, for a dirty sidewalk issue was noticed and issued during a routine inspection by the Advance Property Management inspection team.
 - The violation for blocking the sidewalk does appear to be legitimate and the HOA President informed the Board member in the future to notify another Board member to avoid any appearance of selective enforcement.
- For the record, according to our covenants, any homeowner has the right to report a violation, but because the Board member reporting this violation is a complainant of the improperly approved fence, the violation should not have been initiated by this Board member.
- The HOA President motioned to adjoin this meeting and Mr. Henry seconded.
- ARC meeting was adjointed at 6:00pm.

NOTHING ELSE FOLLOWS

Second Meeting

Board of Directors (BOD) Meeting

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

The Establishment of a Quorum, With Attendees Listed by Name: Board member Present: JOHN DITTMORE, JOHN HENRY, EDDIE DIAZ, RON BIELSKI, TARA McNAB.

Proof of Proper Notice for The Meeting: Notice of this meeting was emailed to all owners by the HOA Post Master on June 14, 2025.

Minutes from Previous ARC Meeting: *President Motioned and Mr. Diaz Treasury seconded to waive reading of prior minutes: Minutes of previous Meeting will be posted to the HOA website as approved in the previous meeting.*

Board of Directors Meeting Purpose:

- To discuss the City of West Melbourne activity within **Tract M**
 - The Parks and Recreation Department of the City of West Melbourne has widened the access area (Tract M) off of Glasbern Circle leading to Hammock Lakes Park.
 - The widened area is now twice as wide as it was originally, bordering two houses, 2712 Glasbern Circle & 2722 Glasbern Circle.
 - This area, formally documented as Tract M, is now nearly six feet wide, and only 36 inches from the both owners' property line.
 - According to property plats registered with Brevard County, Tract M is "conveyed to Hammock Lakes HOA for maintenance and access to the Hammock Lakes Park."
 - The Hammock Lakes HOA was not informed of this project.
 - The HOA President has opened discussions with the City of West Melbourne City Manager, to request certain adjustments to their planning for this area
 - The adjustments would possibly include the following:
 - Limiting pedestrian traffic coming from Glasbern Circle
 - Possible fence installations for affected homeowners in this area
 - Electrical power source for the HOA use
 - Other issues as determined by the HOA
 - During this meeting, the homeowner present requested the HOA President to also discuss other issues with the City Manager to address the following:
 - Safety issues that may pose a hazard for the general public

- Noise abatement when heavy equipment is used in this area
- Request the City to release any plans they have formulated for future upgrades to Hammock Lake Park.
- Other issues as required
- At the conclusion of this meeting, the HOA President reminded the owner present, more than once that, “what the area looks like in the future could change at the city's determination”. The idea behind this statement is that homeowner should think about the future when deciding what they should ask for in the way of negotiations with the City Manager.

Meeting Adjourned at 6:45pm

NOTHING ELSE FOLLOWS

Third Meeting

Special HOA Meeting

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

The Establishment of a Quorum, With Attendees Listed by Name: Board member Present: JOHN DITTMORE, JOHN HENRY, EDDIE DIAZ, RON BIELSKI, TARA McNAB.

Proof of Proper Notice for The Meeting: Notice of this meeting was emailed to all owners by the HOA Post Master on June 14, 2025.

Minutes from Previous ARC Meeting: *Prior meeting minutes were developed but was not approved for posting to the HOA website. At the ARC meeting, a motion by the HOA Vice President to approved the Meeting minutes from the May 27, 2025 meeting for posting, was seconded by the HOA President. All member agreed to have the previous meeting minutes from the May 27, 2025 posted to the HOA website.*

Purpose of the Meeting: To count votes for changes to (Amendment VIII) current rental restrictions, formally known as “Certificate of Amendment”.

- According to Article 1, Membership and Voting Right in the Association, Section 4, a member quorum of 30% of the members present or by proxy, is required before a vote of any kind can take place.
- According to the official count by the HOA Secretary, there were 94 owners represented at this meeting either present or by proxy. The 30% threshold for Hammock Lakes HOA of 84 owners either present or represented by proxy, was obtained.
- Since the required number of yes votes to pass this amendment was not obtained, the HOA president motioned that this Special Meeting be adjourned until August 25, 2025, to be held at the Veteran Memorial Complex. The August 25, 2025 date is 90 days from the initial meeting (May 27, 2025) and is the final day that signed proxies can be used to support of this amendment. This means that the HOA must obtain the required 187 yes votes for this amendment to be approved by the owners by August 25, 2025. The HOA Treasurer second the motion and all Board members agreed to adjourn.
- **Meeting adjourned at 7:15 pm.**

NOTHING ELSE FOLLOWS