

**Hammock Dunes Owners Association, Inc.**  
**Board of Administrators Meeting Minutes**  
**July 15, 2024**

**Call to Order:**

The duly noticed monthly Board Meeting was called to order by Mr. Greg Davis at 10:00 a.m.,  
Via Zoom teleconferencing only.

**Board Members Present:**

Greg Davis, Eric Lutker, Michael Heller, Mark Larmore, Ron Foudray, Jinny Crum-Jones, Phillip Dolamore, Jane Ann Gass

**Board Members Absent:**

George Bagnall and Dalton Sirmans

**Hammock Dunes Club Present:**

**Hammock Dunes Legal Counsel:**

Robyn Severs Esq., Becker Law

**Community Management Present:** Travis Houk and Brie Cunniff of Southern States Management Group (SSMG)

**Guests:**

A Quorum was established.

**Opening Comments, Greg Davis/Travis Houk:**

- Mr. Davis and Mr. Houk provided opening statements including welcoming the Board and audience members to the Board Meeting and taking requests for audience participation.
- Mr. Houk reminded everyone that SSMG had changed software programs and would now be using the Vantaca Software program for community management. He encouraged owners to reach out if they did not receive their login credentials. If owners reached out in the Vantaca software program with questions, they would receive a response back from [info@ssmgfl.com](mailto:info@ssmgfl.com).

**Ocean Estates Community Administrator Appointment**

- Mr. Michael Heller moved out of the community and resigned from his Ocean Estates Administrator position.
- Ms. Jane Ann Gass submitted her candidate sheet. She has lived in the Hammock Dunes community for many years. She was previously on the HDOA Board as the Beachfront Administrator when she lived in Portofino.

**ON A MOTION MADE BY MR. MARK LARMORE, seconded by Dr. Eric Lutker, the Board voted on whether to approve Ms. Jane Ann Gass to become the Ocean Estates Administrator and complete Mr. Heller's remaining term. On a role call vote with Mr. Foudray, Mr. Tynes, Ms. Crum-Jones, D. Lutker, Mr. Larmore and Mr. Davis all in favor, the motion carried unanimously.**

### **HDOA Officer Appointment, Secretary**

- With Mr. Heller's resignation from the Ocean Estates Administrator seat, it made available the Secretary Officer position.
- Ms. Gass was the former Secretary when she was on the HDOA Board before and would be interested in being Secretary again.
- Mr. Foudray stated the Secretary position should not be tied to Ocean Estates and he would be willing to be secretary to create a variation and for optics.
- Mr. Davis stated the Board of Administrators serve the entire community and not individual associations and asked for a motion to nominate a secretary.

**ON A MOTION MADE BY MR. ANDY TYNES, seconded by Ms. Jinny Crum-Jones, the Board voted on whether to approve Ms. Jane Ann Gass to fill the open Secretary position. On a role call vote with Mr. Tynes, Mr. Dolamore, Ms. Crum-Jones, Mr. Lutker, Mr. Larmore and Mr. Davis all in favor with Mr. Foudray opposed, the motion passed 5-1.**

- Mr. Foudray previously requested to abstain because he felt there needed to be more diversity on the Board from an Officer perspective and didn't feel there was proper discussion.

### **South Towers Property Update**

- The HDOA South Towers ad hoc Committee met with BH Palm Coast 2626 (BH Group) representatives in late June to discuss the proposed development.
- The BH Group is progressing on completion of the Development Agreement for the Hammock Dunes Owners' Association. Once this agreement is finalized, it will be reviewed by the HDOA Board.
- The proposed plan is to build two oceanfront towers using the same layout/footprint approved by Flagler County in 2006/2007.
- The HDOA is currently investigating parking locations for the construction contractors/construction labor to mitigate traffic flow.
- Rick Mielbye and Bill Apsey are the two Hammock Dunes owners that would be representing the BH Group.
- Ms. Jinny Crum-Jones will still represent the Waterfront Community as the Board Administrator, which is the south towers seat.

### **Maintenance Committee**

#### **Granada Estates Paving Bids:**

- The Granada Estates Neighborhood Association is planning on paving/resurfacing Granada Estates roads in the central campus of Hammock Dunes in the fall of 2024. Total of 13 roads.
- North Gate, Granada Estates roads are not included since they were paved in 2016.
- The funds would be taken out of the Granada Estates Neighborhood Association's reserves.
- The Maintenance Committee recommended having the following approved:
  - P & S Paving for asphalt at \$390,732.17
  - C & J Excavation for curb replacement at \$57,600.
  - Florida Testing for asphalt testing at \$6,500.
  - G Force for striping at \$1,100.
  - Recommendation that Cline Construction Bid for \$15,000 to manage the project.
- The contracts would go through legal review due to the scale of the project.

**ON A MOTION MADE BY MR. MARK LARMORE, seconded Dr. Eric Lutker, the Board voted on whether to approve the Granada Estates Neighborhood Association paving project in the Central portion of Granada Estates hiring P & S Paving for asphalt at \$390,732.17, C & J Excavation for curb replacement at \$57,600, G Force for striping at \$1,100, Florida Testing for asphalt testing and Cline Construction for Project Management for \$15,000 for the total amount of \$470,932.17, subject to legal review. On a role call vote, Mr. Foudray, Mr. Tynes, Mr. Dolamore, Ms. Crum-Jones, Dr. Lutker, Mr. Larmore, Ms. Jane Anne Gass and Mr. Davis all in favor the motion carries unanimously.**

### **Design Review Committee**

- A setback variance of 10 feet in the back of the property is requested for the new home construction of 19 Rue Grande Mer.
- The neighboring homes have a 20 ft. setback opposed to the 30 ft. setback.
- The Hammock Dunes Club has reviewed and approved the plan.

**ON A MOTION MADE BY DR. ERIC LUTKER, seconded by Ms. Jinny Crum-Jones, the Board voted on whether to approve the ten feet variance for the back of the property at 19 Rue Grande Mer. On a call to vote Mr. Foudray, Mr. Tynes, Mr. Dolamore, Ms. Gass, Ms. Crum-Jones, Dr. Lutker, Mr. Larmore and Mr. Davis all in favor, the motion carried unanimously.**

### **Shoreline Management Committee**

- The Flagler County Government submitted a grant application for HDOA parcels for a truck sand project from Varn Park to Jungle Hut. If the County is awarded funds for the project, it must be completed by July 1, 2025.
- The HDOA submitted a grant application for reimbursement for the Grande Mer Project pursuant to HB 5003.
- Mr. Foudray suggested that the Shoreline Management Committee be renamed to the Coastal Management Committee to be more inclusive to include ponds, drainage areas and intercoastal.
- Mr. Davis pointed out the dunes are HDOA common property and is the HDOA Board's responsibility to maintain them. Other concerns regarding the intracoastal waterway and retention ponds are other Associations', private residences' and DCDD's responsibility.

### **Finance Committee**

- The 2023 audits for the HDOA, Granada Estates, and Ocean Estates were completed and posted on the Hammock Dunes website.

### **Approval of Minutes:**

#### **Approval of April 19, 2024, Board Meeting Minutes**

**ON A MOTION MADE BY MS. JINNY CRUM-JONES, seconded by Mr. Mark Larmore, the Board voted on whether to approve the April 19, 2024, minutes. On a call to vote, with all in favor, the motion carried unanimously.**

### **Approval of June 17, 2024, Board Meeting Minutes**

**ON A MOTION MADE BY MR. MARK LARMORE seconded by Dr. Eric Lutker, the Board voted on whether to approve the June 17, 2024, minutes. On a call to vote, with all in favor, the motion carried unanimously.**

### **Audience Comments**

Audience comments were taken during the meeting for those owners that signed up to speak.

### **Adjournment**

**ON A MOTION MADE BY DR. ERIC LUTKER, seconded by Mr. Ron Foudray, the Board voted on whether to adjourn. On a call to vote, with all in favor, the motion carried unanimously at 12:15pm.**