

**Emerald Isles Phase II Townhouse Owners' Association, Inc.**  
**Post Office Box 372161**  
**Satellite Beach, Florida 32937**

January 16, 2026

**SPECIAL ASSESSMENT REMINDER:** The \$5000 special roof assessment is due by March 15, 2026. Since we are paying for each building individually, we will start the project as soon as we collect enough funds to pay for the first couple of buildings, probably sometime in February. For those of you that have paid the special assessment, we thank you. If you would like to make installment payments over the next several weeks please do so. Notices will go out to occupants as soon as we start work on each building.

SUBJECT: EIHOA Phase II Owners Meeting December 2025 (Minutes)

The Board of Directors met December 2, 2025, 6:30pm, at the Satellite Beach Recreation Center. Two directors were in attendance (Oscar Lessard and Robert Scoville) and five of the other townhouse owners Six proxies were received from absent owners.

Director Oscar Lessard called the meeting to order at 6:35 pm. He also facilitated the meeting.

Oscar Lessard opened the meeting by thanking everyone for being in attendance.

The meeting kicked off with the upcoming second story flat roof replacement project. After discussing the advantages and disadvantages of modified bitumen versus TPO roofing materials, it was decided to go with Advanced Roof Technologies at a price of \$150,900 with TPO roofing material. The roof special assessment was set at \$5000 per owner with a due date of March 15, 2026. This will allow us to compete for a better rate for our July 2026 master HOA insurance renewal.

Our primary concern is keeping down our costs while maintaining our property value. Any help homeowners can provide would be greatly appreciated. We will continue to use Alliance SMART Collections, a dedicated HOA Collection Agency that targets owners with unpaid monthly maintenance fees and unpaid special assessments. They will put liens on your property, aggressively seek payment in court, and ultimately pursue foreclosure if not paid.

Oscar Lessard discussed the status of the landscaping/irrigation efforts. Several issues with landscaping and irrigation were discussed and the Board of Directors will work closer with Ground Professionals to improve these areas. Please report any issues with landscaping or irrigation to us so we can remedy these issues.

Please consult the Association prior to performing any landscaping or external construction (second driveway, backyard patios, new plants, etc), as our approval is mandatory. We must first determine if the "look" is consistent with that of our community as well as making sure the work does not affect the property maintenance or relocating the irrigation in that area.

Oscar Lessard then provided the latest checking and savings account balances (just over \$8900 and \$10,400 respectively) as of the meeting. Currently all owners are up to date on monthly HOA fees. We did receive a \$1500 refund from our annual insurance premium but that was offset by a

15% increase in the landscaping/irrigation fees. This was the first increase since we hired them in 2017. The 2025/2026 actual budget and the 2026/2027 proposed budget will be sent out this summer.

All pet waste must be picked up by the owner. It is the law, not to mention a necessity for happy neighbors and the small children that play on these lawns. Owners that don't do so may be fined. Furthermore, all dogs must be accompanied by their owner and on a leash or shock collar. Animal control will be called on dogs found roaming the property. We would like to thank the owners that are responsible and pick up after their dogs. If you are renting out your property please pass this information to your tenant. Fines will be sent to the landlords if your tenant is not picking up after their dogs.

Parking is only authorized in driveways and our five marked parking spots, otherwise, you face the possibility of your car being towed. Parking is also allowed between Units 79 and 81. This parking spot will be painted in the near future. We are currently allowing vehicles to park immediately behind the vehicle in the driveway for the southeast most building (73 through 81 odd) of our complex. Waste Management and emergency vehicles must have space to turn around at the end of the street. Parking is also available on Chevy Chase. Never park on the grass. We will take photos and you will receive a bill for any irrigation repairs and/or sod replacement. People have parked at the Post Office/Recreation Center lot dozens of times, at their own risk since the lot is also posted, but have not had any problems to date. The addition of a second driveway is always encouraged. Get with the Board of Directors so we can get the irrigation lines moved and assist with any necessary permits. We will continue to look at the possibility of hiring a towing company to monitor our street and to find ways to add parking.

Recommended projects for the near future include securing the balcony rails over Unit 76 garage, laying new mulch in select areas, and cleaning dirty areas of building siding. Future recommended projects include repaving our street, applying Gaco roof coating to the decks of the second story balconies over garages, and replacing the second story gutters/downspouts,

The December 2025 meeting ended at 7:20 pm.

## **FOR THE BOARD OF DIRECTORS**

//signed//

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