

## INNERARITY ISLAND JULY HOA MEETING

**Tuesday, January 23, 2024 @  
5pm Southwest Branch Library  
12248 Gulf Beach Hwy  
Pensacola, FL 32507**

***These minutes are subject to approval at the next board meeting containing a quorum.***

**In Attendance:** Kelly Gontarski, David Legendre, Rich Dewey, Donna Governor, Will York, Julie Sparks

**A.** Call to Order

**B.** Approval of October Meeting Minutes: Rich moved to approve, Will seconded - pass

**C.** Financials

Rich has submitted reports – note these cover 14 month period based on new fiscal calendar

Will brought up impact fees that were not reflected – will send info for correction

Discussion of impact fees – Will reported that fees were collected \$500 each, as per previous procedures; will be in separate account to be returned; new law says this must be a refundable deposit and will result in approximately \$2k in return based on passage of new law. Kelly will look up date passed for application. Will York will continue to collect impact fees based on new law which will be refunded after completion of build.

Question about whether or not minors who stole signs last year have paid restitution. Rich will research.

**D.** Committee Updates

**a.** Gate – no updates

**b.** Seascape – Friday February 3, UWF professor(s) will come to do a site visit. This will allow us to determine extent of interest and involvement. No other news. Committee will visit county office after that to follow up.

**c.** Drainage and Greenways – Bert is coming out next week for general clean-up, clear walking paths. He is bringing trailer to get a lot of loose debris, may incur an extra cost. Drainage seems to be doing well, there are some that need work. Seascape area is not being addressed at this time. Things are in good shape.

**d.** Emergency Plan – Does not need to be kept on agenda – we are deferring to the county as they have better resources. FEMA forms need to be kept – Chad has these.

**e.** Roads – Question asked – are we ready to move forward with road plan? Approximate cost is \$200K – as per annual meeting report. Will put on hold until full board is in session for discussion. Plan is to move forward, but want to wait until everyone can vote.

**f.** Island Beautification – Poinsettias are ready to be replaced, Kelly will take care of. Discussion of light that needs fixed. Sprinkler system is currently off – will turn back on when weather warms up.

**g.** Community Park

**i.** Irrigation Update - Water meter – we need this – ECUA has been contacted and request has been submitted.

**ii.** Playground – Will start next week or so – shouldn't take long. Slide has been donated. Will include swing set, slide, rock climbing. Plans have been drawn up. Will be located on right side of entrance. Pirate theme.

**iii.** Pier - Original deed is necessary – Cheryl will get that – then we can proceed with the

permit. Permit fee has been paid – but must be able to show ownership.

**iv.** A resident sent a request via email regarding adding a horseshoe pit to the park. The board discussed and no member called a vote to not add the amenity at this time.

**h.** Architectural Control Committee – See report submitted

- 16783 IPR – Conducted a complete building footprint inspection with Dennis and John with EZ Modern Homes. Trees that will remain have been marked and awaiting the building package to be emailed and Cheryl has confirmed receipt of the impact fee check. Date for tree removal has not been set.
- 16280 IPR – Met with Josh/Flynn to view lot and discuss island construction guidelines. It was stated they must adhere to all policies and hold their sub-contractors accountable for good behavior, respectful to residents and maintain a clean, organized lot throughout the construction process.
- 16610 Egret Circle – homeowner has purchased new fencing. Emailed required new project forms, however, we understand the fence was approved with the addition of new garage.
- 16410 N. Shore Ct – homeowner submitted plans for an attached garage. Met with homeowner, view garage footprint, details involving breezeway, possible tree removal and replacements. Approved.
- 5960 Red Cedar – lot owner has submitted preliminary house construction plans and have been approved. Sent builder guidelines and awaiting date to walk the lot and view house footprint.
- 5970 Red Cedar – Property in limbo, need to have contractor clean up debris.
- 5901 Red Cedar – Lot recently purchased. New property owners are working with Melissa on house design. Planning to bush hog soon.
- 5433 N. Shore Rd – lot was sold and now back on the market, investor, selling for \$80K.
- 5581 Seascape Dr. – lot sold for \$53K, checking with real estate agent for details.
- 16330 N Shore Drive – house being remodeled, need to ask owner when the container will be removed.
- 5910 Red Cedar – lot purchased in December. New property owners will initially build a pier and submit the permit and paperwork for our files.
- 5416 N Shore Rd – House plans, permit and impact fee check received. Lot walked and driveway footprint; trees marked to remain. Date to be set for tree removal.
- 16450 IPR -homeowner has submitted a request for tree removal and new pool approval. Blue Haven will be the pool contractor.
- 5920 Red Cedar – potential buyer submitted questions involving adding a third floor and a shed.

**i.** Grievance Committee – Currently we do not have this committee, but need to form one – 3+ members (odd numbers), not on Board. Will allow people to appeal violations. Need to set guidelines on process and procedures. This is required for the Board to be able to enforce covenants. Will York will work on putting request for members on the website. Committee will be Board appointed from those who volunteer.

**j.** Welcome Committee – Cyndie is having trouble getting list of names from Etheridge. Needs info to contact (names, address, phone, email). Kelly will contact Rochelle to see if she can fix. Will York will see new build information goes to Cyndie.

**k.** Covenant Amendments – Did not pass threshold (36+/- short). Need to pursue readdressing this and asking for a new vote. Kelly proposes that we will send out info, set a meeting date,

hold a special meeting, but keep voting open until past that meeting date. Suggested date to hold meeting in early April, with voting open until later in the month. Donna recommended having a FAQ sheet on the website that clarifies the amendments and include those questions that were asked at the December meeting.

Vote taken to move forward – unanimously passed.

**E. Procedures and Policies**

**a. Meeting Protocols and Procedures -**

Moved that Donna develop Policies and Procedures with board input.

Joe Caola brought up need to publicly post agenda in advance (law) minimum of 2 days in advance. Website is used for official notices.

**b. Board Duties and Confidentiality –** Julie brought up need for Board members to agree to confidentially and required duties. Julie shared a draft. Donna will add to Google Drive for input and suggestions.

**F. New Business**

**a. HOA and Neighborhood Watch Group Separate Entities –** Kelly congratulated David for success with getting this off the ground. She states that the HOA and the Watch are separate entities and no co-mingling of business. David brought up request from the ECSO that the Board allow sign at park posted for trespassing so that they can act on problems if necessary. Kelly will talk to the Lieutenant to clarify the requirement for HOA Office to allow. Julie will research legal implications. More information needed and then will report back.

**b. Joe Caola –** After review of covenants and restrictions, several sections related to property owners rights, including aesthetics and values. Enforcement is the responsibility of the HOA. ACC is able to clarify expectations without having to change covenants; any rules would need to adhere to the “spirit” of the covenants. Would like to see some standards set to maintain property values. Will York responded. Purpose of covenants is to see that property values are maintained with minimum standards. Need for Grievance Committee to be established so that Board can begin to follow up and be able to notify property owners of problems and leverage fines. In past sending letters has had some success. Julie brought up communities elsewhere that have “House Rules” which would apply to all new owners. Julie and Kelly will set up meeting with the HOA attorney to discuss possible recourse for current issues.

Innerarity Island Assoc., Inc. 2023 Budget Worksheet					Through 12/31/2023
		APPROVED			
Line		FY 2023	FY 2023	FY 2023	
Number		Budget	YTD Actual	YTD Var.	Notes
<b>RECEIPTS</b>					
1	Dues & Assessments	135,310	131,594	(3,716)	
2	Late Fees	200	141	(59)	
3	Interest Income	75	110	35	
4	Misc. Income	0	150	150	
5	Road Impact Fee	1,500	500	(1,000)	
6	Reimbursements- Russell Bayou	2,700	0	(2,700)	
7	RFID Stickers	2,000	2,923	923	
8	<b>Total Receipts</b>	<b>141,785</b>	<b>135,418</b>	<b>(6,367)</b>	
<b>EXPENSES</b>					
9	Reserve Funding	0		0	
10	Bank Service Charges	50	150	100	
11	Impact Fee Refund	0		0	
12	Insurance	4,000	5,694	1,694	
13	State Registration Tax	100	61	(39)	
14	Income Tax	0		0	
15	Seascape ( Donation to Conservation FL)	5,000		(5,000)	
16	Welcome/Social Committee	600	236	(364)	
17	Meeting Expense	1,500	1,210	(290)	
18	Legal Expense	12,000	5,587	(6,413)	
19	Preparation of Tax Return	50		(50)	
20	Miscellaneous Expense	1,000	150	(850)	
21	Postage/Office	2,500	5,156	2,656	Mail out of Amendments & Annual Meeting materials
22	Website Hosting Fees	1,000	202	(798)	
23	Management Fees	12,000	14,000	2,000	
24	Island Social Events	500		(500)	
25	Right of Way/Greenway Mowing	28,000	29,670	1,670	
26	Greenway Maintenance	15,000	10,437	(4,563)	
27	Community Park	1,000	5,138	4,138	
28	General/Road Maintenance	2,500	12,371	9,871	+\$2498.74 + 746.50 from stolen signs court case
29	Gate-Landscaping	400	733	333	
30	Gate - RFI Stickers	2,000	3,842	1,842	
31	Gate - Camera System	500	0	(500)	
32	Gate - Telephone	700	1,930	1,230	includes misallocated internet svc.
33	Gate - Maintenance Contract	0		0	
34	Gate - Repairs & Maintenance	2,000	(1,417)	(3,417)	
35	Gate - Internet	1,300		(1,300)	Included in Gate- Telephone
36	Gate - Electrical	1,600	1,945	345	
37	Gate - Water	1,500	1,286	(214)	
38	Gate - Insurance	0		0	
39	Contingency	0		0	
40	Signs		(2,570)		Reimbursement for stolen signs
41	Townhouse Border Fence/Landscaping	15,550	6,651	(8,899)	
42	Message Board	1,000	610	(390)	
43	Sports Court at Park (Pickleball)	12,500	12,494	(6)	
44	Dock Addition	0	2,100	2,100	
45	Beach Walk-over	4,450		(4,450)	
46	<b>Total Operating Disbursements</b>	<b>130,300</b>	<b>117,666</b>	<b>(12,634)</b>	
47	<b>Net Operating Income (Loss)</b>	<b>11,485</b>	<b>17,752</b>		

		<b>APPROVED</b>			
		<b>2033</b>			
		<b>Budget</b>			
Annual Dues Revenue:					
Number of Improved Lots					
		<b>Dues per Improved Lot</b>	242		
			<b>\$430</b>		
Number of Undeveloped Lots					
		<b>Dues per Undeveloped Lot</b>	125		
			<b>\$250</b>		
TOTAL DUES (to Line 1)					
			<b>\$135,310</b>		
Line 6 - Russell Bayou pays 21% of costs for entry gate (including repairs, maintenance,					
		and insurance) and shared portion of IPR.			
Line 9 - Reserve for capital expenditures and deferred maintenance.					
		<b>Cash Balances:</b>			
		Operating Account*	62,338		
		Reserve Account - General	38,550		
		Reserve Acct.-Roads	172,710		
		<b>TOTAL CASH*</b>	<b>273,598</b>		