

Innerarity Island HOA Meeting

March 17, 2025 @5pm
Southwest Branch Library
12248 Gulf Beach Hwy
Pensacola, FL 32507

In Attendance: Kevin Willband, Will York, Donna Governor, Lis Crumpler, Tim Evans, Kelly Gontarski, Russ Law, Jimmy Sherouse.

Meeting Opening

- The meeting is called to order at 5pm.
- The first item on the agenda is the approval of the January meeting minutes.

January Meeting Minutes

- A board member requests a correction to their statements in the minutes due to transcription errors.
 - They want their statements to be entered exactly as they said them.
- A motion is made to table the meeting minutes until the correction is received.
 - The motion passes.

Open Forum

- Four people have signed up to speak.

Speaker 1 Dave Legandre

- Wants to discuss budget issues, specifically regarding the transfer of funds.
- Claims the budget was not approved by the association members in the December meeting, as required by the covenants.
- Points out an error in the budget regarding developed and undeveloped lots, stating that there are only developed lots.

Speaker 2 - Jerry Garcia

- States his address: 5605 North Shore Way.
- Wants to discuss developed vs. undeveloped lots.
- Asks why the December minutes haven't been approved.
- Suggests providing meeting access via Zoom for community members.

Speaker 3 - Joseph Caola

- States his address: 5464 North Shore Road.
- Expresses concern about an incident involving a toddler being hit by a bicycle and the lack of a process to address it.
- Emphasizes the board's responsibilities:

- "The ability to adopt and publish rules and regulations governing the use of common areas and facilities and the personal conduct of members and their guests thereon and to establish penalties for the infraction thereof."
- "The obligation to enforce the terms of our declaration."
- "The duty to seek out accurate, reliable and comprehensive information before making decisions."
- Argues that the agenda should be more specific, especially regarding items on which a vote will be taken.
- Claims that Section 720 of the Florida Statutes demands that the agenda be specific and any documentation to be considered should be posted on the website.
- Discusses the Interior Rules of Order and Decorum, pointing out inaccuracies in the document's interpretation of Section 720 of the Florida Statutes.
 - States that Section 720 allows rules to expand, not limit, member statements.
- Offers to work with the board to update the rules.
- Reminds everyone that personal attacks are not permitted and requests that comments be addressed to the chair.

Speaker 4 - Andrea Wraalstad

- States his address: 5711 Red Cedar Street.
- Raises two main issues:
 - The absence of listed PPE (plant, property, equipment) assets on the balance sheet, such as signage and items in the park.
 - The liability insurance document on the portal pertains to the townhomes outside the gate (15900 Innerarity Point Road) and needs to be replaced with the correct document for Innerarity Island.

Financials Discussion

- The treasurer provides budget sheets for review, starting with November.
- The November budget was created with the help of the prior treasurer, Rich D.
- The treasurer asks the board to review the December budget statement worksheet, noting that it covers 14 months.

December Budget Worksheet

- Some amounts are a little less because the budget represents 14 months, not 12, due to a change to the fiscal year from January-December at the end of 2023.
- Item five shows reimbursements from Russell Bayou.
 - \$8,000 was budgeted based on paving IPR from the gate down to Russell Bayou, but this did not occur.
 - Russell Bayou is supposed to pay 21% of expenses for the gate, including telephone, electrical, and repairs.
 - Billed \$712 at the end of 2023 and \$1134 at the end of 2024, totaling over \$1,800, but neither payment has been received.

January Budget Worksheet

- There is an item on line 4 and line 18 that cancel each other out, due to a debit applied in the wrong places.
- There were minimal expenses in January.

February Budget Worksheet

- Line 30 shows \$3,857 spent on gate repairs and maintenance, referring to two spare arms approved last fall that were on back order.

Motions

- Motion to reimburse compliance items:
 - \$537.74 for the notice board (from the park budget).
 - \$240 for the app to store sensitive documents (from the website budget), due to a law change in January requiring contracts and insurance policies to be posted.
 - The app allows control over who has access to these documents, unlike the website.
- Motion was seconded and passed.
- Motion to move reserve funds to interest-bearing accounts:
 - Two reserve funds: one for roads (\$172,000) and one for general expenses like hurricane cleanup (\$38,000+).
 - Currently in non-interest-bearing accounts.
 - Moving to an interest-bearing account at Synovus would yield approximately \$8,000 in interest.
 - The money market accounts are liquid.
- Motion to move \$4,900 budgeted for reserve funds to the road reserve budget.
- Financials are now posted on the app instead of the website.

Motion was seconded and approved.

Community Updates - Appeals Committee

- Updating members.
- Currently will need to find a new chair for this committee as Mr. Sherouse is now on the board and cannot lead that committee.

Community Updates - ACC

- A segment on Orange Beach, a contractor arrested for fraud who was building a house at the end of North Shore Road in Red Cedar City. The contractor owes a couple on the island \$200,000 and is suspected of defrauding on 8-10 properties. The contractor received a second violation letter and has money to finish the enclosure. There are two liens on the house, and the first contractor (unlicensed in Florida) did not install impact windows. This property will likely stall for the foreseeable future..
- A pool request for 16310 IPR (Johnson Pools, 14x32 foot) required removing three trees.
- Interest in 5941 Red Cedar for a container home by Luminaire Containers was declined.
- Interest in 5574 by William Faber is pending.
- 16406 North Shore Road was approved with a slight design change to the building, outdoor shed, and kitchen.
- At 5500 North Shore Road, the lot next to Joe Ward's former residence had a pier built.

Construction Updates

- The people who bought the lot used to own the house on North Shore Drive with the multicolored bench.
- They will proceed with construction and start clearing the lot this spring.
- 5448, the yellow house, will be painted blue.
- 5404 on North Shore Road is under destruction, and a silt fence has been put up.
- Concerns about contractors and workers being across the street from the conservation area at 5581 Seascape Drive will be addressed in meetings with the conservation team.

5720 Red Cedar Street Update

- An update on 5720 Red Cedar Street was requested, as there has been no update since October 2023.
- The lot was never for sale, but Kathy Frank contacted the agent after finding out about it.

- Kathy Frank still hasn't finalized her plans with Sassy Combs of Pensacola as of two months ago.

Community Park

- Three projects are in the works for the community park this year: playground equipment, a sprinkler system (DIY project), and putting power and a meter at the pavilion.
- A playground budget was approved on December 13th, 2023, for \$1500, but it has not yet been installed.
- The previous chair for the project resigned a month after approval.

Drainage and Greenways

- Gary and Ryan are on the drainage and greenway committee.
- North Shore Lane was scraped to improve drainage, but it's a bowl and not expected to work well.
- There was an issue with a resident regarding a letter, and Gary and Ryan spoke with the residents involved.

Entertainment and Events

- Maureen and Cindy run the entertainment committee, which is not an official HOA committee.
- The last meeting was November 19th, and a tentative calendar was created.
- The next event will be the Easter egg hunt in April.
- This committee has never been funded by the HOA. Any expenditures are covered by donations or by the members themselves.

Budget Clarifications

- The entertainment committee does not receive money from the HOA.
- There is \$400 budgeted for a "welcome social," which is for the welcome committee.
- There is \$500 budgeted for "Island Social events," intended for events like concerts in the park.
- "Basically they're all named similar. That's what you're. You're pointing out." We will clarify the nomenclature.

Entertainment Committee

- Motion made to remove the entertainment committee from the HOA website.
- Motion was seconded.
- Motion was approved unanimously.

Gate Access

- There is a cellular issue that is preventing updates to the gate system.
- The gate operates off the same cellular, but it is not taking calls.
- A contractor is coming to fix the issue.

Landscaping and Island Beautification

- The landscaping and island beautification is being changed to Front Entrance.
- Sprinkler head was hit by a lawnmower and was replaced.
- Dead grasses and plants were cleaned out.
- More flowers will be planted soon.

- Another sprinkler head was hit and will be replaced.
- The front gate will be pressure washed and possibly painted.

Contractor – Water pipes

- A contractor is moving fairly rapidly with his 10 inch pipe coming east and it will remain messy for a while until they complete the work

Roads

- Finishing the turnaround at the end of Innerarity Circle is first on the agenda.
- The project was sidelined due to money.
- The contact information for Northwest Florida Paving is needed.
- The turnaround just needs to be completed.

North vs South Cul-de-sac Discussion

- No decision was made about spending money on the north versus the south cul de sac.
- Gary Carmack was adamant that the south cul de sac did not need any money spent on it. And his neighbors agreed. (Both live on the south cul de sac.
- Garbage trucks can turn around on the south end.

Road Committee

- At this moment, there is no road committee.
- Statutory versus non statutory reserves were discussed. (Point by Mr. Caola)
 - Non statutory reserves were established around 2013.
 - Statutory RO is based on the life of the road.
 - It would require a membership vote.
- Discussion about sidewalks and the 10ft on the side of the road that is supposed to be for sidewalks.

Welcome Committee

- Gretchen didn't have anything to add.
- Gretchen will continue to do it with Nancy Ellis and Yvonne. Cindy was having difficulty getting the names and addresses of people who had newly moved into the onto the island. It is unknown if this is still a problem.
- It's hard to get names unless it's a new build, resales are more difficult.
- People don't always respond when contacted.
- Sonia Mason from Etheridge handles providing this information to the welcome committee. But apparently is sending an entire roster of island residents which doesn't help the committee.
- Cheryl said she would correct this.

Committee Structure

- The Welcome Committee is an official HOA committee with a budget, but lacks information and structure.
- There should be information about the committee on the website, including meeting postings.
- The current committee structure for all committees is "too loose,"

Policies and Procedures for Committees

- Questions have arisen regarding committee meetings, membership, and reporting.
- Draft policies and procedures for committees have been created based on research and best practices.
- A Google form will be distributed for community feedback on the proposed policies, with a deadline of April 1st.
- The feedback will be used to revise the documents, which will then be voted on at the next board meeting.

Committee Charter

- Each committee needs to define its charter, including its mission and how it will accomplish it, within a month after the policies and procedures are voted upon.
- Each committee should have a chair and a board member liaison.
- The chair should ideally not be a board member.
- A link to the Google form seeking community feedback will be posted on the HOA website, Facebook page, and app.
- The intention is to gather broad community input.
- The Integrity Island Facebook page may also be used to advertise the link. The Innerarity Neighborhood Watch page will also advertise the link.

Open Records Proposal

- An open records proposal has been drafted.
- Due to the frequency and depth of recent records requests, the association is developing reasonable written rules.
- These rules will govern the frequency, time, location, notice, and manner of records inspection, as permitted by Florida Statute 720.303.
- The policy for the Innerarity HOA closely follows the language of statute 720.303 (4g) regarding rules for open records requests.
- The policy will be available for members to review and vote on, and it is linked to the feedback form.

Meeting Policies and Procedures Updates

- Proposal to change the wording in item 5 regarding members' right to speak from "any item" to "each item" and remove the sentence about the board's discretion on multiple agenda items.
- Proposal to strike item 3 under rules of conduct, which prohibits video or audio recording of meetings. The rationale is that everyone has the right to record, and the existing rule is unenforceable.
- Concern raised that the proposed changes were not included in the agenda package, preventing members from providing input before the vote.

Website and App Update

- The HOA is utilizing the HOA messenger app for secure documents, including financial reports.
- Members can access the HOA messenger app via PC on the website.
- The decision to use the app was primarily financial, as creating a portal on the website with logins would be costly.

Water Main Replacement

- Russ created a highlight sheet with information about the water main replacement on the island.

- Russ went door to door with everyone on the IPR, handing this to them.
- Keith Chavez is the general contractor, and his contact information is provided for questions.

Streaming Meetings

- A member asked if the board would entertain the idea of streaming meetings for the membership.
- The board will look into it but notes that past attempts have been cumbersome due to poor cell coverage.
- Recording and posting the meeting the next day is a potential alternative.

Update on Issues Addressed with HOA Attorney

- HOA to keep the staggered terms 2025 term, the 1, 2 and 3 year term. The plan is to amend the bylaws before the next annual meeting.
- Combining lots: Connecting lots may still be combined, with one set of dues for a home on two lots, as the county does combine.
- 2026 budget: Update the dues to be the same for lots and homes; the treasurer committee with the board will discuss how to do this when creating the 2026 budget.
- Facebook page: The HOA attorney advised that the Facebook page is not managed by the HOA, and committee chairs should not communicate via Facebook. If they do, all members need to have access, but a different communication method is recommended for HOA committee members.

Bylaws and Articles of Incorporation

- A document from 2014 amended procedures, but it's not valid as the Articles of Incorporation trump that amendment.
- The bylaws will be amended to match the articles of incorporation, establishing three-year terms.
- There will be a clarification of the terms and the staggering of the terms.
- Clarification is needed on how many people need to be on the board.

Past Meeting and Voting

- The second page says it could have been changed by 75% of the vote at that meeting that night.
- "Discussing the terms" was on the agenda, but there was no vote.
- J. Frazier, the attorney, advised sticking with the CCNRs.
- The board agreed that the three-year term is better.

Disagreement and Deadline

- Eight times they asked if they could change it at that meeting, and they were told they couldn't.
- The explanation given was that they "weren't prepared to do that" and "went with our attorney's advice."
- There is a deadline of 30 days to contest something.

Meeting Adjournment

- The point has been made and will be recorded.
- A motion was made to adjourn the meeting and seconded. All approved.