



MOUNT ROYAL AIRPARK PROPERTY OWNERS' ASSOCIATION (MRAP POA)

Board of Directors
Meeting Notice
June 8, 2022
6:00 P.M.

Meeting Materials

All meetings begin at 6:00 P.M. and are held at the Mt. Royal Airpark Pavilion, unless otherwise posted.

Meeting notices are also posted on the **Announcement** tab at www.mrappoa.com

MOUNT ROYAL AIRPARK PROPERTY OWNERS' ASSOCIATION (MRAP POA)

2022 Meeting Notice(s)

- Saturday, March 26 10:00AM
Annual Meeting
- Wednesday, April 14 06:00PM
Board of Directors
- Tuesday, May 17 04:30PM
Capital Expenditure Committee
110 Airport Blvd (The Ivey Group's Hanger)
- Wednesday, June 8 06:00PM
Board of Directors
- Wednesday, September 21 06:00PM
Board of Directors
- Wednesday, November 23 06:00PM
Board of Directors

All meetings begin at 6:00 P.M. and are held at the Mt. Royal Airpark Pavilion, unless otherwise posted.

Meeting notices are also posted on the **Announcement** tab at www.mrapoa.com



**Mt. ROYAL AIRPARK PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS**

JUNE 8, 2022

Mt. ROYAL AIRPARK PAVILION

6:00 p.m. to 8:00 p.m.

AGENDA

BOARD MEMBERS PRESENT:

Dave Zawistowski, President
Tom Cacek, Vice-President
Vacant, Secretary
Monique Glaize, Treasurer

BOARD MEMBERS AT LARGE:

John Drago
John Butler
Jeff Levine
Bob Welsh

I. Opening Remarks / Call to Order	Dave Zawistowski
<ul style="list-style-type: none">• Call to Order• Quorum• Approval of 4/14/2022 Board of Director's Special Meeting Minutes• Review of the 3/26/2022 revised Annual Meeting Minutes	
II. Old Business	Dave Zawistowski
<ul style="list-style-type: none">• Seaplane Destination• Roadway Repairs• Pavilion Donation• Yield Signage	
III. New Business	Dave Zawistowski
<ul style="list-style-type: none">• Secretary Vacancy• Board Member's Certification• Treasurer Update• Committee Report(s)<ul style="list-style-type: none">○ Capital Expenditure• Dock Improvements	Monique Glaize Jason Sheffield Erik Lee
IV. Open Discussion	Dave Zawistowski
V. Adjournment	Dave Zawistowski



111 Mount Royal Avenue
Crescent City, Florida 32112

**Mt. ROYAL AIRPARK PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS
SPECIAL MEETING MINUTES
April 14, 2022**

In the Pavilion, a special meeting of the MRAP POA Board of Directors was called to order by Chairman Zawistowski at 7:35 P.M. All Directors were present: Dave Zawistowski, Tom Cacek, Monique Glaize, John Drago, Bob Welsh, John Butler, and Jeff Levine.

The Chairman called the special meeting to discuss the following items: 1) Adding a seaplane designation to the Federal Aviation Administration (FAA) Chart; 2) Review the Annual Meeting Minutes; 3) Review the bids for road repair and select a contractor, and 4) Capital expenditures.

Before the meeting was called to order, Directors heard a presentation by Christopher Bailey about adding a seaplane destination to the FAA chart. There was an extensive conversation on the positives and negatives of placing a seaplane designation on the FAA chart.

The positives of placing a designation on the chart by creating a private seaplane base would protect the MRAP seaplane owner's rights to use the St. John's River. It would keep a commercial operation from coming into the area or causing excessive noise and traffic that could close our part of the river down for (ever) to any seaplane. John Drago stated he had done research by calling our insurance company and quoted that there could be a chance of an increase in our premium or even a cancellation of the policy. Bob Welsh mentioned that if it increased the salability of the properties and their values in Mt. Royal, it would be worth it, in his opinion. Tom Cacek stated that Falcon Insurance could not possibly more than double our insurance in one year and perhaps that the information they provided was incorrect.

During the discussion, Chairman Zawistowski reached out to Steve McCaughey, Executive Director of the worldwide Seaplane Pilots Association (SPA), on speakerphone, so the Directors could ask questions about the advantages and disadvantages of adding the seaplane designation to the FAA chart. The question of liability to the Airpark was talked about extensively, and Steve brought up the fact that in the ten years that he has been Executive Director of the SPA, he has never heard of a case in the entire United States where a private seaplane base was sued for an accident on public water. As far as the insurance company raising our rates, if that happens, he suggests we find a different company, and the SPA would assist if needed.

A motion was made by Dave Zawistowski and second by John Butler to place the seaplane designation on the FAA chart for Mt. Royal. Motion carried 6 to 1. John Drago opposed.

The next agenda item discussed was the annual meeting minutes. Bob Welsh pointed out that the minutes referred to Jason Sheffield as proposing a 10-year financial plan, and Jason proposed a 10-year capital expenditure plan. Also noting, there was no mention in the minutes that the annual dues would have to be increased significantly to fund the costs required to complete the road portion of the capital expenditure plan. The Secretary agreed to make the corrections to the minutes and forward the revised version to the Directors for final approval.

The next item on the agenda was reviewed. Bob Welsh addressed the definition of a pothole and how the only pothole was the one in the postal / water plant area. Bob Welsh presented two bids on road repairs. Both proposals came out precisely the same amount, \$12,500. A motion was made by Bob Welsh and second by Tom Cacek to accept the bid from E&H Paving of DeLeon Springs, FL. Motion carried unanimously.

The Board of Directors then discussed an increase in dues to cover the inflation being experienced and the capital expenditures coming up. Monique Glaise pointed out that dues for 2022 could not increase as the statements have already gone out, and most have been paid for the year. It was decided to discuss the increase in dues and a possible special assessment after the Capital Expenditure Committee meeting.

As there was no further business to discuss, Bob Welsh made a motion and second by Tom Cacek, to adjourn the special meeting. The motion passed unanimously. The meeting adjourned at 8:10 pm.

It should be noted that during the meeting, John Drago announced his resignation as Secretary of the MRAP POA; after seven years in that position, he believed other members deserved the opportunity to assume the role. The Chairman indicated he would appoint someone to serve as the acting Secretary. The Directors would like to thank Secretary Drago for his longtime commitment, dedication, and service to the MRAP POA. His historical knowledge is invaluable to the community.

Dave Zawistowski wrote minutes from the special meeting from the notes of John Drago.

From: Harvest Jones at Falcon Insurance Agency <HJones@falconinsurance.com>
Date: April 14, 2022 at 4:45:54 PM EDT
To: swift77y@gmail.com
Cc: Dave Gampfer at Falcon Insurance Agency <dgampfer@falconinsurance.com>
Subject: **General Liability for Mount Royal Air Park POA, Inc.**

Hello Mr. Drago,

I spoke to the underwriter regarding the possibility of a seaplane base being added to the airport and the ramifications of your current insurance coverage. Unfortunately, your current carrier would most likely not be a market for the seaplane base. They may be able to accommodate mid-term, but would be looking at \$2K additional annually. More than likely we would need to find another market altogether and the premium would probable double if not triple. As for the legal issues, again, I would urge you to contact an attorney.

I hope this helps!

Harvest M. Jones
Falcon Insurance Agency, Inc.
P.O. Box 291388
Kerrville, TX 78029
Phone: 1-800-880-6272
Fax No: 1-830-792-1144
www.falconinsurance.com



111 Indian Mound Drive
Crescent City, Florida 32112

**Mt ROYAL AIRPARK PROPERTY OWNERS' ASSOCIATION
2022 ANNUAL MEETING
MEETING MINUTES
March 26, 2022**

The Annual Meeting of the Mt Royal Airpark Property Owners Association was called to order in the Airpark Pavilion at 10:15 am on the 26th of March 2022 by Dave Zawistowski, Association President.

BOARD MEMBERS PRESENT:

Dave Zawistowski, Pres
Tom Cacek, Vice Pres
John Drago, Secretary
Monique Glaize, Treasurer

BOARD MEMBERS AT LARGE:

John Butler
Jeff Levine
Bob Welsh

Members present totaling 35 votes and nine valid proxies, more than enough for a quorum. The sign-in sheet and proxies are attached to the hard copy of these minutes in the secretary's files. A lunch count was taken, and during the count, first-timers (meeting wise) Jason Brummer, Jim Passwater, and Steve Alderman were recognized, and long-missed member Robert Meyer.

MINUTES:

John Drago read the minutes of the March 27, 2021, annual meeting and reminded all present that these minutes and those of the Board Meetings are posted on the Airpark website (www.MRAPPOA.com) and can be quickly reviewed there. After reading, Tim Wing made a motion to accept the minutes with a 2nd by Jim Passwater. The motion passed.

TREASURY REPORT:

The Treasury Report was given by Monique Glaize, who stated the expenses are in line with previous years. Approximately 80% of members' dues have been paid to date, aligning with last year. A motion to accept the treasury report was made by John Gostomski with a 2nd by Robert Meyer and was approved. The actual financial information presented is on file with the secretary's records.

COMMITTEE REPORTS:

Common Properties: Steve Simoneaux provided a P&L on the water plant and advised that it's operating correctly. Steve gave a breakdown of the plant's operation and advised how both the plant and the Postal Station are maintained and kept in good condition. No report is complete without a story. A couple of months ago, a car wreck outside the gate of our community involving a truck vs. power pole resulted in the electricity to the water plant being shut off. The switch that activates the system from electricity to gas, when called to action, shorted and stopped the water pump. The water was off for about 6 hours. This was an excellent test as hurricane season will be coming up in less than three

months. Both volunteers, Mike Stamp and Joe Miller were in action at 6 am, and water was restored within an hour. We can't thank these volunteers often enough. Some questions were asked regarding billing and details of water usage. Steve reported that the connection charge when building (water connection) was currently \$1,250, including the meter and the lines.

Architectural Review: Tim Wing reminded us that the architectural review members are Barbara Martin, Bob Welsh, and himself. Before hiring an architect, Tim requested that we talk to him about acceptable building materials, paint colors, etc., before planning to avoid additional architect review costs. We were reminded that metal buildings are not allowed in the Airpark. The architectural review on hangar door review is now being handled differently than in the past, as each hangar door is viewed individually directly. The open door (pun) handling of the past has created confusion in the interpretation of construction materials allowed, and it's hoped this new method of review will end that confusion.

Runways and Streets: Jeff Levine and Bob Welsh together spoke to the condition and maintenance of the streets within the Mt Royal Airpark. The roads were suffering from improper prepping when they were initially built (Timucuan Trail) and usage of the streets by tractor-trailers and concrete trucks. The latter is an ongoing problem that we are addressing; the former is the growing waves in the road that had developed on Timucuan Trail due to the stumps of downed trees not being removed when the streets were originally built. Bob Welsh has studied this and stated we have four choices to remedy the problem with Timucuan:

1. Do nothing
2. Patch the damaged areas
3. Overlay the length of the road
4. Grind up the road and repave, filling the tree cavities as should have been done in the first place.

Ed Connell stated that something had and should be done at this time. Discussion of the issue concluded that #1 was out and #4 was not financially feasible at this time as the continued wear of all the roads will most likely require #4 of the entire Airpark in the next ten years with the current building activity. It was said to update the whole Airpark correctly would cost \$1,000,000 based on current pricing. To do option four on just Timucuan Trail would use up almost all the reserves on hand, leaving little current reserves left to handle runway or dock emergencies were they to occur. Four or five years ago, the amount needed to repave the roads was just under \$400,000, and the costs have risen faster than the dues. A commitment to growing the reserves by \$17,000 annually had been set using the 400K figure, and it's obvious this number has to be revisited. A membership vote was unanimously approved that we, the board, execute bids to cut and patch potholes areas as needed to allow vehicles to safely transition on Timucuan Trail. While the areas needed are somewhat subjective consultation with the bidding companies on the needs required would be considered when awarding the contract. This should extend the life of the road as needed to give the road the 8–10-year life expectancy needed until a complete repair is undertaken of the entire Airpark. The plan would provide the time necessary to complete the lion's share of the current building, destroying the rest of the roads in the Airpark. An asphalt overlay would also be acceptable if it was less expensive and would provide the same 8-10 results. Regardless of which choice is made, the ability to meet the future cost of the road's dues increase and or an assessment to cover the long-range costs will be necessary.

Jason Sheffield made a motion that we come up with a 10-year capital expenditure plan to cover the cost projections and other future costs and advise the Board regarding ways to pay this. This motion was given a 2nd by Becky Poston and approved by the membership unanimously. A committee of 6 was appointed to come up with the numbers and advise the Board on the items we need to watch and the amount of dues necessary to plan for the expenses over a 10-year plan properly. The committee appointed was comprised of the following members:

Becky Poston	Dave Johnston
Jason Sheffield	Lindy Farmer
Ed Connell	Joe Miller

East Dock: Janet Simoneaux asked the Secretary to read into the minutes a letter written by Natalie Stamp, who could not attend the annual meeting. I read the letter. The letter addressed the rights and legality of the Airpark or its Board to make improvements to the dock facilities that would only be used by around 10% of the membership. The letter addresses several issues that need to be reviewed before assigning slips or costs associated with said improvements or assignments. A stuffer had been included in the Annual Meeting agenda mailed to the MRAP membership with the question: "Would you support both Associations working together in providing a monthly fee to its members covered boat slips?" Of the 18 replies your secretary received, five expressed interest, and 13 stated they had no interest. The whole subject seemed to end there. The letter from Natalie Stamp is attached as an Exhibit to these minutes.

New Member Jim Passwater admitted he lived on the water and has experience in dock repairs and wood acquisition for repairs and offered his services as a volunteer when needed. Thank you, Jim. Dave Zawistowski advised there has been some question on a recently acquired survey regarding the boundary line on the east side of the east dock property we own jointly with the Estates. This has become an issue due to shrub and tree trimming required to launch seaplanes from the site safely. The new survey has been given to the original surveyor to clear up. It appears either the owner of the adjoining property or us are confusing the drainage easement area of 40 ft with the actual property line. More coming on this later.

West Dock: No Reports.

Pavilion Report: Tim Wing announced we have an anonymous donor who has offered to donate a ceiling installation in the Pavilion and possibly pay the cost of installing an HVAC system. More coming on this later.

ELECTION NOMINATIONS:

Dave Zawistowski opened up the floor for any additional nominations to fill the current positions held by Jeff Levine and Bob Welsh. There were no nominations from the floor, and the two agreed to stay on the Board for another term of three years.

UNFINISHED BUSINESS: Tim Wing reported that his request with Comcast to come into the Airpark will not happen. The cost to make the service available would not be profitable to Comcast.

NEW BUSINESS: Joe Miller announced that St John's Airways, our internet provider, is being turned over to Rudy Oglesby effective Jan 1, 2023.

As there was no further business to conduct, a motion to adjourn the meeting was made by Tim Wing with a 2nd from Robert Meyer and approved by those present at 12:30 pm.

At the end of the Regular Annual Meeting, a Board of Directors meeting was convened to appoint assigned duties to the Directors. This meeting serves as the 1st quarterly meeting of the Board for the year 2022.

The following selections were made:

Dave Zawistowski, President

Tom Cacek, Vice President

John Drago, Secretary

Monique Glaize, Treasurer

John Butler, At Large

Jeff Levine, At Large

Bob Welsh, At Large

All meetings are held at the Airpark Pavilion at 6 pm local time. The following dates are the Quarterly Board Meeting Dates for 2022:

June 15

Sept 21

Nov 23 This is the budget/projects meeting and may require a second meeting to conclude.

Respectfully,

John Drago, Secretary

Add correspondence from the Stamps.

TRANSMITTAL LETTER

TO: Amendment Section
Division of Corporations

SUBJECT: _____
(Name of Corporation)

DOCUMENT NUMBER: _____

The enclosed Officer/Director Resignation for a Corporation and fee are submitted for filing.
Please return all correspondence concerning this matter to the following:

(Name of Person)

(Name of Firm/Company)

(Address)

(City/State and Zip Code)

For further information concerning this matter, please call:

_____ at (_____) _____
(Name of Person) (Area Code & Daytime Telephone Number)

Enclosed is a check for \$35.00 made payable to the Florida Department of State.

Mailing Address:

Amendment Section
Division of Corporations
P.O. Box 6327
Tallahassee, FL 32314

Street Address:

Amendment Section
Division of Corporations
The Centre of Tallahassee
2415 N. Monroe Street, Suite 810
Tallahassee, FL 32303

**OFFICER / DIRECTOR RESIGNATION
FOR A CORPORATION**

I, _____, hereby resign as _____
(Title)

of _____,
(Name of Corporation)

_____, a corporation organized under the laws of the State of
(Document Number, if known)

_____.

(Signature of resigning officer/director)

FILING FEE IS \$35.00

Make checks payable to Florida Department of State and mail to:

Amendment Section
Division of Corporations
P.O. Box 6327
Tallahassee, Florida 32314

COVER LETTER

TO: Amendment Section
Division of Corporations

SUBJECT: _____
Name of Corporation

DOCUMENT NUMBER: _____

The enclosed Statement of Change of Registered Office/Agent and fee are submitted for filing.
Please return all correspondence concerning this matter to the following:

Name of Contact Person

Firm/Company

Address

City/State and Zip Code

E-mail address: (to be used for future annual report notification) _____

For further information concerning this matter, please call:

_____ at (_____) _____
Name of Contact Person Area Code & Daytime Telephone Number

Enclosed is a \$35.00 check made payable to the Department of State.

Mailing Address:
Amendment Section
Division of Corporations
P.O. Box 6327
Tallahassee, FL 32314

Street Address:
Amendment Section
Division of Corporations
The Centre of Tallahassee
2415 N. Monroe Street, Suite 810
Tallahassee, FL 32303

STATEMENT OF CHANGE OF REGISTERED OFFICE OR REGISTERED AGENT OR BOTH FOR CORPORATIONS

Pursuant to the provisions of sections 607.0502, 617.0502, 607.1508, or 617.1508, Florida Statutes, this statement of change is submitted for a corporation organized under the laws of the State of _____ in order to change its registered office or registered agent, or both, in the State of Florida.

1. The name of the corporation: _____

2. The principal office address: _____

3. The mailing address (if different): _____

4. Date of incorporation/qualification: _____ Document number: _____

5. The name and street address of the current registered agent and registered office on file with the Florida Department of State: (If resigned, enter resigned)

6. The name and street address of the new registered agent (if changed) and /or registered office (if changed):

P.O. Box NOT acceptable

The street address of its registered office and the street address of the business office of its registered agent, as changed will be identical.

Such change was authorized by resolution duly adopted by its board of directors or by an officer so authorized by the board, or the corporation has been notified in writing of the change.

Signature of an officer or director

Printed or typed name and title

I hereby accept the appointment as registered agent and agree to act in this capacity. I further agree to comply with the provisions of all statutes relative to the proper and complete performance of my duties, and I am familiar with and accept the obligation of my position as registered agent. Or, if this document is being filed merely to reflect a change in the registered office address, I hereby confirm that the corporation has been notified in writing of this change.

Signature of Registered Agent

Date

If signing on behalf of an entity:

Typed or Printed Name

*** * * FILING FEE: \$35.00 * * ***

MAKE CHECKS PAYABLE TO FLORIDA DEPARTMENT OF STATE
MAIL TO: DIVISION OF CORPORATIONS, P.O. BOX 6327, TALLAHASSEE, FL 32314
CR2E045 (04/13)

BOARD MEMBER CERTIFICATION FORM (for Florida Homeowner Associations)

To: Association’s Secretary / Records Custodian

Pursuant to Chapter 720, Florida Statutes, Section 720.3033(1), I, _____ (print legal name of Board Member as reported to the State of Florida, Division of Corporations), of **Mount Royal Airpark Property Owners’ Association**, a Florida Not-For-Profit Corporation (the “Association”), certify that I have read the Association’s Declaration of Covenants, Articles of Incorporation, Rules and Regulations and By-Laws (the Association’s “Governing Documents”) and all amendments thereto, as well as all current written policies and will work to uphold such Governing Documents and policies to the best of my abilities and that I will faithfully discharge my fiduciary responsibility to the Association’s members.

Dated this _____ day of _____, _____.

By: _____
(Signature of Board Member)

(Printed Name of Board Member)

THIS FORM MUST BE FILED WITH THE ASSOCIATION’S SECRETARY AND KEPT IN THE ASSOCIATION’S RECORDS FOR FIVE (5) YEARS
AFTER THE BOARD MEMBER’S ELECTION