



*Mt. Royal*  
**Airpark**

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**MT. ROYAL AIRPARK PROPERTY OWNERS' ASSOCIATION (MRAP POA)  
BOARD OF DIRECTORS  
MT. ROYAL AIRPARK PAVILION  
109 Airport Drive  
Crescent City, FL 32112  
April 5, 2023  
6:00 PM  
APPROVED MEETING MINUTES: 9/6/2023**

**BOARD MEMBERS:**

Tom Cacek, President  
Jeff Sager, Vice-President  
Monique Glaize, Secretary/Treasurer  
Rebecca Poston, Assistant Secretary

**BOARD MEMBERS AT LARGE:**

John Drago  
Jeff Levine  
Bob Welsh  
Dave Zawistowski

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**I. Call to Order- Tom Cacek**

The meeting was called to order at 6:03 PM by President Tom Cacek. Tom introduced the Board and slated officers for the 2023-2024 year. Monique Glaize, Secretary/Treasurer, was unable to attend. A quorum was established, and the meeting began.

**II. Approval of the Board of Director's Meeting Minutes Tom Cacek**

1. There was a motion by **WELSH** and seconded by **SAGER** to approve the November 9, 2022, meeting minutes. The motion carried.
2. There was a motion by **ZAWISTOWSKI** and seconded by **SAGER** to approve the March 11, 2023, organizational meeting minutes. The motion carried.

**III. Old Business Tom Cacek**

1. Quote for Barrier for Keypad at Guardhouse- The Ivey Group  
The board and audience members discussed the many issues causing the need to reinforce the keypad barrier at the guardhouse. Mike Stamp discussed moving the antenna to the east side or on top of the hut and agreed to put a temporary cable and antennae in this summer. The Board decided to postpone the topic until the August 30, 2023, board meeting, so a quote for materials plus 15 percent is obtained from The Ivey Group. The Board also discussed replacing the barrier with a metal guardrail with

members completing the installation. President Cacek will get a cost estimate for the materials.

2. Quote to Refresh Landscape around Guardhouse- The Ivey Group  
By consensus, the Board felt this could be postponed and was unnecessary to refresh the landscape around the guardhouse, and it would not seek further action.
3. Quote for Tree Trimming from Front Gate to Powerline- Jacobs Tree Service  
By consensus, the Board did not see the need for Jacob Tree Service to complete the work this year. The Board will consider setting aside funds to rent the lift next year and handle the trimming themselves.
4. Lawn Service Contract- McKinley Lawn Service  
Ms. Poston sent a lawn service contract to McKinley Lawn Service. Neither Dave Zawistowski nor Monique Glaize has received a copy of the contract for execution. Ms. Poston will reach out to McKinley for an update.
5. Seal Coat Update- Jeff Levine  
Mr. Levine provided an update regarding the sealing of the roadways and taxiways in the community. There was \$25,000 set aside from general operating funds to complete this project from the November 9, 2022, Board of Directors meeting. Gem Seal/Seal Master is the only company available to purchase the materials needed to complete the work. The equipment is in working order and ready to go. Jeff will contact the sales force to get a new quote and check delivery capability. The Board wants this to be set up for the fall, making this PRIORITY #1.

#### **IV. New Business**

1. Treasurer's Report- Monique Glaize, Treasurer  
Treasurer Glaize was unable to attend the meeting. President Cacek referred the Board of Directors to the report she gave at the annual membership meeting.
2. Committee Assignments- Tom Cacek
  - a. East Dock Committee-  
John Drago suggested he work with Lou Kleinsmith to replace the rotted wood and fasteners. Jeff Levine suggested removing the posts on the property line since the adjacent property has been sold. Mount Royal Estates started a nautical theme project to delineate the common property line. Instead of burying the posts in the ground 3 feet with rope in between, it was recommended that the posts be removed. By consensus and approval of Mount Royal Estates, the poles will be removed and placed on private property off Fort Gates Ferry Road for safekeeping until cut into lumber planks.

3. Certification of Election Results- Tom Cacek

President Cacek reported that the election results had been certified, and the three candidates with the highest number of votes were Cacek, Sager, and Zawistowski.

4. Mount Royal Common Property (MRCP) Request for Payment- Tom Cacek

The Board of Directors received an e-mail from Steve Simoneaux, Treasurer/Secretary of Mount Royal Common Property, on March 10, 2023, requesting reimbursement of \$5,149.50 for using 51,495-kilowatt hours over all the years the meter was used to power the runway lights (see attachment). The primary reason the meter was installed many years ago at the water plant was to provide a cost-effective means of electricity to the runway lights. Placing the meter at the water plant would eliminate the need for the MRAP to incur additional costs for a separate installation somewhere along the runway. It would provide a standby generator to continue powering the runway lights in the case of an electrical outage. Over time, MRCP did not pass the electrical cost through to the MRAP.

As 2/3 owners of MRCP, the Board felt as though the past debt had been absorbed into the daily operational cost of the water plant; however, it was willing to reimburse 1/3 of the \$5,149.50 (\$1,716.50) to MRE that had no interest in the runway and should not be paying for the cost of lighting. MRCP disagreed with the board's assessment and indicated they might have to raise the water rates due to the increasing plant operations cost. The estimated total electrical cost for the runway lighting is \$25.00 monthly. The Board determined that installing a separate pole is still not cost-effective.

**There was a motion by ZAWISTOWSKI and a second by WELSH to pay 1/3 of \$5,100 to the estates, and the MRCP will send quarterly statements for power usage to the MRAP POA for payment. The motion carried.**

5. Signage- Tom Cacek

At the annual meeting, it was suggested that the community needed more traffic and yield signs. Ms. Poston provided information from Road Traffic Signs [Traffic Signs - Custom Traffic Signs | Road Signs | MUTCD Signs | Crossing Signs \(roadtrafficsigns.com\)](https://www.roadtrafficsigns.com). Road Traffic Signs will also do custom signs such as "Aircraft Have the Right of Way" to alert drivers to yield to all aircraft. She also reached out to Palm Coast Signs and Graphics as an alternative company to replace the Sellers Count sign damaged during construction. Tim Wing will contact Bill Bentley, who created the original street signs for the community, to see if he can provide additional signs.

**Dave Zawistowski suggested the Board purchase four aircraft yield signs and three decorative 25mph street signs, and the Board concurred.**

6. Wildlife Hazard Mitigation- Dave Zawistowski

It has come to the Board's attention that the sandhill cranes are being fed. A question was asked during the meeting- "How many pilots are concerned about the birds?" and How many pilots have had recent near misses while taking off or landing?" Each of the pilots raised their hands. Even though sandhill cranes are one of Florida's most beautiful and awe-inspiring birds, it is illegal to feed them intentionally or unintentionally, *Florida Administrative Code 68A-4.001(6)*. Various Board members and audience members stressed the importance of not feeding the birds, especially the sandhill cranes, and asked for community support.

Natalie Stamp indicated she had researched and volunteered to contact the Florida Fish and Wildlife Conservation Commission to get more information and set up a meeting to learn more about determining how cranes and the community could coexist. Today, the population of sandhill cranes in Mount Royal is between 16 and 18 and is non-migratory. They rely on shallow marshes for nesting, roosting, and wetland habitats for foraging.

Director Zawistowski reminded the Board that it was harmful to feed the birds and dangerous for pilots to have them congregate near the runway. They should never lose their fear of humans and should not be fed. It is best to keep sandhill cranes wild and let them forage for themselves as nature provides. There could be a fine from the FWC for feeding the birds, ranging from \$100 to \$5,000.

**There was a motion by ZAWISTOWSKI to take all legal means to get rid of the birds attracted to the runway and have people stop feeding the cranes. Motion died due to lack of a second.**

The Airport Manager, Kevin Poston, suggested pilots back taxi the active runway before departure and overfly upon arrival to observe any current or possible obstructions due to wildlife. Other members suggested adding a reporting form to the website or text messaging the airport manager or FWC for near misses.

President Cacek asked Ms. Stamp to contact the Conservation Commission, report to the Board, and ask the community to stop feeding the sandhill cranes, as it is illegal and endangering the lives of the pilots and their passengers. Pilots should consider taking all precautionary measures to ensure their safety.

7. East Dock Repair and Shade Roof- John Drago

Janet Simoneaux provided an update on the submerged land lease. She reminded the Board that the state owns the lands under the dock. If we shade the water, the lease will need revising. The current lease is for a boat in the slip, not a covered surface. Cover the surface and the grasses for habitat for shading the bottom. It was permitted for a boat to sit there. They calculate the square footage, structure, and anything the structure shades.

Ms. Simoneaux reminded the Board, Carmine Oliverio, Environmental Specialist III, Compliance Assurance, Florida Department of Environmental Protection, to resent the Survey Review Checklist and supporting documents requesting Mr. Efrid to complete to ensure Mount Royal doesn't incur higher lease renewal costs. As of the meeting, Mr. Efrid has not responded.

The Board pointed out that the community does not use the dock. If planks were added to the last two boat slips, people could sit at the end of the dock and watch the sunset. This would provide additional space where people can safely gather. The Board thought that would be a good idea and would explore it further. Ms. Simoneaux reminded the Board that the submerged land lease would need to be revised, and permission would need to be granted from the state.

8. Weather Station- Jeff Sager

During the annual membership meeting, it was suggested that the Board research the possibility of adding a weather station near the runway. Vice-President Sager provided the following information to the Board for its consideration.

SayWeather™ Weather Station- [www.sayweather.com](http://www.sayweather.com) | [www.davisinstruments.com](http://www.davisinstruments.com) can provide advisory weather reporting at Mount Royal (3FL0). SayWeather™ Pro2 uses calibrated weather data from on-airport sensors to produce a clear, non-distracting surface-weather advisory for pilots. Any VHF-equipped aircraft accesses airport weather by simply keying the mic. There is a professional-grade weather model for busier airports. SayWeather™ Pro Plus offers options for visibility, present weather, sky conditions, and cloud height. This is as close to an AWOS as it gets.

Additional information includes:

- Pro Model costs \$8,995
- Pro Model Plus costs \$9,995
- It may be integrated with CTAF (e.g., 4 clicks) runway lights and speaks out weather conditions.
- Uses Davis instrument sensors, which can be purchased directly, and can likely develop our own CTAF/Web integrations (e.g., using Raspberry Pi) for 50 to 75 percent of the cost.
- It may be solar-powered or possibly powered at the center windock.

Currently, the weather station is cost-prohibitive until we can get an exact quote and determine whether it can be replicated by purchasing the equipment separately.

More research is needed to see if something with similar functionality can be built and to specify the cost. President Cacek appointed Director Welsh to work with VP Sager to spearhead the project.

9. Website- Becki Poston

During the annual meeting, members requested restricting certain areas of the website to “Member Only.” The website allows for the restriction of various pages; however, members will need to log in to gain access. Currently, the public has access to all pages. The Board approved the following pages for public and private visibility.

Public Visibility

- Home
- Announcements
- Community Activities
- C&R’s
- Developers Agreement
- Building Requirements
- Photo Library

Member Visibility

- Calendar
- Contacts
- Documents
  - Financials
  - Governing Documents
- Articles
- Bylaws
- C&Rs
- Building Requirements
- Developers Agreement
- Capital Expenditure Plan
- Meeting Agenda- 2023
- Meeting Minutes- 2013 to Present

10. Legal Services- Tom Cacek

The Board sought legal services from a local law firm with knowledge and experience with homeowners’ associations. The Board received one proposal from the Douglas Law Firm. The proposal included two retainer option fees: 1) based on a fixed fee cap and 2) hourly rate. After reviewing the proposal, the Board suggested postponing the decision until additional proposals were considered.

**V. Adjournment**

WELSH seconded LEVINE’s motion to adjourn the meeting at 8:23 p.m.