

AAPOA Board Meeting Minutes
Aug. 6, 2020

Date/Time: 8-6-20

Location: Millers' hangar

Draft Minutes – Not Yet Approved by Board

Attendance

Board Members: Jeff Goins, Debbie Brenner, Lou Cicalese, Bob DiGiovanni, Jon Schellenger

Members: 31

Guests: 2

Meeting called to order by Jeff Goins at 6:34 PM.

Opening remarks by Jeff Goins:

Thanks to Heather & Evan Miller for use of their hangar.

Secretary's Report

Minutes of the previous meeting were summarized (complete copy of the May 28th meeting on website). Motion by Bob DiGiovanni to accept minutes, seconded by Jon Schellenger. Motion passed 5-0.

Treasurer's Report

June Beers summarized the treasurer's report – report available on website. Motion by Debbie Brenner to accept report, seconded by Lou Cicalese. Motion passed 5-0.

Committee Reports

ARC

Via email from committee chair Albert Heidinger, read by secretary.

- Approved fence for Helseth back yard.
- Approved repaint and new roof for DiGiovanni.
- Approved hot tub for Flack.
- Approved repaint for Stevenson.
- Preliminary approval for hangar for Jenkins.
- Preliminary approval for garage for Lewis.

ARC will develop guidelines to cover additional buildings.

Air Ops

NAME OF CHAIR – DATA

Beautification

June Beers

Marsha Ruble donated four palm trees that have been planted at the entrance.

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Grounds

Dick Aziere

- Grass on runway and taxiways has improved. Some areas will be overseeded after temperature drops.
- Irrigation water is being drawn from newest well, which has lower pH. Older well is available if needed.
- Ideal Landscaping has been notified to trim around culverts, but can't always do so when water is present.
- Two transformer boxes need repainting. If FPL doesn't repaint, Grounds will.
- Tractor has been serviced. The finish mower is 25 years old and needs to be replaced at a cost of approximately \$5,000; consider for 2021 budget.
- Grass runway has been rolled.
- Lisa Heidinger is maintaining sprinkler system and fixing runway lights.

Hospitality

Deb Ward via printed report, read by secretary.

- Card sent to Linda Stewart.
- Flowers sent to Gabrielle Fernandez and Lynda Hammer.
- Get well basket sent to Frank Woodall.
- Welcome basket going to Shannon Osteen.

Website

No report.

Old Business

Runway preservation.

Jeff Goins: Approx. 5 years ago a committee was formed to address runway preservation. Unknown why it did not proceed. It is now time to reassess and has been discussed at multiple board meetings. Jeff Goins assigned runway to Air Ops, and assigned committee chair Jon Schellenger to assess runway and provide information to the committee and board. The information was presented via video. Research has been put into retopping vs sealing.

Discussion took place regarding how long sealing will last, traction when wet, cost and whether it is used by other airports.

Discussion took place regarding the process of approving the runway project and assessment. Jeff Goins had the secretary read the letter that accompanied the Annual Meeting mailing.

He addressed the special meeting that had been petitioned regarding the runway project. The petition contained questions to be answered, with no items for the board to take action on. Jeff sent a community email that the July board meeting and special meeting would be combined. A resident challenged the notification, as bylaws require that notice of a special meeting be sent by US mail. State law

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requires 14 days notice. He moved the special meeting to Aug. 6 with the intent of having the board meeting on Jul. 23.

Several days before the board meeting date, he was notified by board member Lou Cicalese that the State Attorney was involved. Jeff then contacted AAPOA attorney and sent her all documentation to date on the issue for review. He canceled the board meeting until the attorney could review, and also due to COVID concerns. He moved the special meeting to Aug. 20.

If the special meeting brings issues that alter the plan, it will be addressed. Air Ops has recommended hiring an engineer to oversee the project, evaluate the runway and write specifications for materials and the scope of work. The board will get 3 bids, and the engineer will assist in reviewing the bids as well as oversee the project.

Bob DiGiovanni discussed the quote from DMI for seal coating. He said that the parent company (Polytar) does not recommend it for runways. He asked the Air Ops committee to educate him on the products.

Guest:
Darren Guettler, Velcon Engineering.

Darren is a PE & general contractor, 15 year experience in civil design and construction. He has consulted with 2 FBOs for ramps, has not designed runways.

He said the runway is nearing the end of its life cycle but is not in bad shape for its age. In his professional opinion, the runway should not be sealed.

Discussion about core samples: Tom Ballou asked about depressions in the runway. Jeff Goins said that when the runway was paved, the underlayment was approximately 3 inches low in those areas. Those areas have been low since the beginning with no change. AAPOA had problems with the contractor and it was not repaired. Darren said that the project would fill the depressions.

He said that trucks working on the runway shouldn't damage the pavement.

Tom Ballou suggested that if the runway is opened to the public, the state and FAA will evaluate and approve the runway preservation process. AAPOA could then pull out of going public. Jeff Goins said Aero Acres will not open to the public due to required building setbacks.

Guest: Michael Moon, Hansen Professional Services.

He has 29 years experience with airport paving and management, and is with an aviation engineering company.

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He suggested that core samples be obtained. Core samples are used to design the project. It is currently too wet to do the work, and it's unknown how long the report will take.

Randy Ward said that core samples should be done.

Michael Moon talked about rejuvenator. He said it is an emulsifier applied to the pavement, and is FAA approved. No sealant is applied over it. The life cycle is up to 20 years. Atlanta airport applies it to new pavement. Bartow used it on 50 year old pavement. It does not change the coefficient of friction. There is a 3 year warranty. Cost is \$80,000. He is not recommending rejuvenator and would favor asphalt overlay.

Mike Ebaugh said he is concerned that 1" overlay is not enough. Darren Guettler said 1" is sufficient; more asphalt is stronger but costs more. The cost for materials for 1-1/2" is 1-1/2 times the cost for 1"; the labor cost remains the same.

Mike asked what adheres overlay to the existing pavement. Darren said the existing surface has some roughness, and that a tack coat can be used.

Dick Aziere said that when the runway was initially paved, no core samples were taken.

Shannon Osteen asked what overlay thickness is best. Jeff Goins said the engineering report will determine.

Pete Torrell asked if the cost exceeds the budget, can more money be assessed.

Dick Aziere said that we voted for the board to do our business; let them do it.

Evan Miller asked how retopping is maintained. Darren Guettler said that nothing needs to be done. Michael Moon said to apply rejuvenator in 10 years.

Mike Ebaugh asked if the runway should be milled. Darren Guettler said milling is not needed, and will go into the base rock. Milling is for thicker asphalt. He said the runway is currently scarified.

Jeff Goins said that after the engineering report, the board will solicit 3 bids.

Motion by Jon Schellenger to hire Velcon Engineering to manage and design runway project as detailed in proposal from Velcon for \$6150. Seconded by Debbie Brenner. Following discussion, motion amended by Jeff Goins to allocate \$2500 additional for purpose of core sampling and report. Final motion for \$6150+\$2500.

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Motion passed 5-0.

Discussion prior to amendment:

Jeff Goins requested that the initial core sample report be submitted in 2 weeks.

Scott Henley said that rejuvenator will cost again soon. He said that top coat will fix low spots, and rejuvenator will not. Top coat will increase real estate value and rejuvenator will not.

Tom Ballou asked about runway closure for core sampling. Darren Guettler said that it will take up to 1 day, and construction will take 3-4 days. Tom also said that top coat should be 1-1/2".

Debbie Brenner made a motion to retop instead of sealing or applying rejuvenator, seconded by Jon Schellenger. Discussion followed, that if rejuvenator is the better option, the door remains open to use it.

Motion passed 4-1.

Yes – Debbie Brenner, Bob DiGiovanni, Jeff Goins, Jon Schellenger.

No – Lou Cicalese.

Adjournment

Motion by Bob DiGiovanni to adjourn the meeting, seconded by Jon Schellenger.

Motion passed 5-0. Meeting adjourned at approximately 9:10 PM.

**Aero Acres Property Owners Association, Inc.
Reconciled Financial Reporting as of July 31, 2020**

Reference: Trial Balance and Profit & Loss Budget vs Actual Reports created on 8/02/20

Document #1 - Trial Balance

1) Reflects TD BANK Checking Balance:	101,295.32	
2) Reflects TD Savings Balance:	7,311.81	
Total Cash on Hand:	108,607.13	
3) Reflects 2020 Special Runway Assessment:	204,000.00	

Document #2 - Profit & Loss Budget vs Actual

1) Reflects Total Income	63,053.27	
2) 2020 Capital Runway Paid Special Assessment Funds	75,000.00	
Total Income through July 31, 2020	138,053.27	138,053.27
3) Total General Expense	-9,697.58	
4) Total Grounds Maintenance Expense	<u>-31,730.52</u>	
Total Operating Expense through July 31, 2020	-41,428.10	<u>-41,428.10</u>
5) Total Net Income		96,625.17
6) Plus Net Other Income		1,535.45
7) Net Income through July 31, 2020		<u><u>98,160.62</u></u>

Document #2 Profit & Loss Budget vs Actual Contingency Funds as of July 31, 2020

8) Operating Contingency Fund	2,325.00	
9) Grounds Contingency Fund	2,970.00	
10) Project Contingency	<u>3,244.42</u>	
Total Contingency Funds on July 31, 2020	8,539.42	<u><u>8,539.42</u></u>

2020 Special Runway Assessment Report as of July 31, 2020

Total Assessment (\$3K x 68 Lots)	204,000.00
Total Special Assessments Paid to Date (\$3K x 25 Lots)	<u>-75,000.00</u>
Total Special Assessment Accounts Receivable on August 15, 2020 (\$3K x 43 Lots)	<u><u>129,000.00</u></u>

Note:

- a) AAPOA Board of Directors has committed to refund all assessment monies not used for the runway restoration.
- b) Assessment monies may not be used to cover general operating expenses.