

Aero Valley Property Owners Association

Annual Meeting

November 14, 2024

Agenda –AVPOA Annual Meeting 11/14/24

- Welcome
- Call to Order
- Approve 2023 Annual Meeting Minutes
- 2024 Priorities and Accomplishments
- Acknowledgments
- Ratify Board Actions
- Financial Report
 - Review & Approve Proposed 2025 Budget
- 2025 Priorities
 - Discuss & Approve
- Board Candidates
 - Voting to Elect Three Board Members
- Closing Comments or Questions
- Adjourn

Welcome

AVPOA Board Members

- Eric Branyan, President
- Bob Smith, Vice President
- Larry Martin, Treasurer
- Mike Love, Secretary
- Carey Sharp, Member
- Scott Toornberg, Member
- Mark Riedl, Member

AVPOA Airport Manager

- Rob Reece

Call To Order



- Quorum in Attendance
 - 20% Required (44 of 219 current owners)
 - In Person
 - Proxy
- Meeting Roles
 - Sergeant at Arms - Carey Sharp
 - Timekeeper - Rob Reece
 - Parliamentarian – Bob Smith

Code of Conduct

- Silence cell phones
- No sidebar discussions
- Robert's Rules apply - no speaking until given the floor
- Wait for Microphone when recognized so all can hear your remarks
- Introduce yourself before speaking
- Open and respectful discussion
- No more than three minutes per question
- Voting
 - In Person Voice Vote for Floor Motions
 - Proxy or Secret ballot for Board Election

2024 Association Priorities and Accomplishments

Safe Operations

1. Representative on the AOPA ASN- Brian Higgins
2. Close Coordination with Town of Northlake on North-end Powerline 
3. Installation Signage on Whyte Rd to minimize traffic
4. Signage and Barricade at NW dirt road to minimize traffic
5. Resolution that No Board Member or Association Employee would cross runway without proper procedure
6. Tetrahedron removal and Lighted Windsock Replacement Ordered
7. Planning for South End Tree Removal 

Establish Strong, Interactive, Involved Community

1. Notification Sign Relocated, Monthly Meetings Noted-Much More Participation!
2. Meeting Minutes Posted each Month
3. Met with Northlake Mayor- Development Insights – Signage Placement Assistance 
4. Revised Website Drafted
5. Acquired Rights to Aero Valley Airport Domain
6. Volunteer network Growing-Maintenance, Operations, Communications

2024 Association Priorities and Accomplishments

Financial Health

1. Paid off Mower
2. Maintained Positive Financial Balance
3. Obtained Directors and Officers Insurance
4. Final Ruling and Attorney's Fees Awarded- Parties Signed 11/7/24-Waiting for Judges Signature
5. Established CDs to begin reserve planning
6. Interviewed and Selected New Collections Attorney,-twice...

Repairs and Upgrades

1. Runway Crack Repair, Obtained Association Owned Equipment
2. North-end Scrub and Tree Removal/Maintenance
3. South End Fence Repair-Several Times
4. Replacement of Damaged Runway Lights and Bulbs
5. Runway Light Electrical Repairs
6. SW Drainage Repair
7. North End Electric Fencing – Cow Proofing
8. Over 175 hours of Mowing!
9. NW/Runway Drainage Mitigation Planning and Initiation
10. Planning for Runway Seal Coating and Restriping
11. North Windsock Replaced

Safety, Strong Interactive Community, Financial Health, Repairs and Upgrades

Financials- Yearly Collection Statistics

- Delinquent Collections = \$715,854
 - 51 Owners

YEARLY ASSESSMENT ANALYSIS						
Year	Assessed	Collected	%	Total Owners	Owners Paid	%
2016	261,198	176,192	67%	214	196	92%
2017	273,346	264,422	97%*	214	195	91%
2018	269,987	209,192	77%	214	192	90%
2019	278,340	162,325	58%	214	163	76%
2020	276,026	200,409	73%	216	187	87%
2021	274,139	177,555	65%	217	183	84%
2022	324,612	238,981	74%	216	173	80%
2023	325,029	219,951	68%	216	179	83%
2024	323,870	189,290	58%	219	173	79%
*some owners prepaid several years in advance						

Collections Strategy

- Modeling the Guidelines of the Texas Property Law Chapter 209
- Advised by Experienced Owner's Association Legal Counsel
 - Manning and Meyers engaged November 1
 - Phillip Traynor, Senior Associate
- Voluntary Past Due Collections During 2024
 - Strive to Minimize Legal Costs by Outreach
 - 1 Account Settled - \$7,125.48
 - 1 In Discussion - \$13,127.60
- Collections Steps
 - Yearly Invoicing
 - 30 Day Delinquency Notice with Statement of Account
 - Post May 2023 Judgement, Notifications Sent to Delinquent Accounts
 - Introductory Letter on POA Authorities and Benefits- 2Q 2023
 - Second Letter-Offer to Discuss Terms, or Legal Process as Necessary – Completed 3Q 2023
 - Legal Steps
 - Manning and Meyers has List of Accounts Receivable, Discussed Approach with 4 Attorneys and 1 Paralegal
 - Near Term Meeting with Board to Approve Approach
 - Anticipated Steps after Approval
 - Legal Counsel Letter Head Introduction Describing Role and Process of Collections
 - Complaints Filed 30 Days After Legal Introduction

Acknowledgements

Ratification

RESOLVED, that all proceedings of the Board of Directors and all operations and actions taken by members of the Board of Directors and officers of this Association are approved and ratified as being actions taken by this Association, on behalf of this Association, and for the benefit of this Association.

2025 Recommended Association Priorities

1. Safe Operations

- South End Tree Removal
- Continue to Work Toward Elimination of Vehicle use of Runway

2. Establish Strong, Interactive, Involved Community

- Improved Board Communication – Meeting Reminders and Announcements
- Encourage Participation and Board Guidance
- Social Events

3. Repairs and Upgrades

- Seal Coating and Restriping
- Runway Drainage Improvement Completion
- Install New Lighted Windsock Mid Field
- VASI/PAPI Installation
- Lighting Replacement Evaluation
- Aspirational
 - Repaving of Deteriorated Roads/Taxiways
 - Paving of Unpaved Taxiways
 - Perimeter Fencing
 - Water and Sewer Connections
 - Improved Drainage in Flat Areas

4. Improve Financial Health

- Build Reserves for Future Needs and Aspirations
- Pursue Collections

Vote on 2025 AVPOA Priorities

2025 Budget

Aero Valley Airport POA					
2024 Actual & 2025 Proposed Budget					
	2024	2024	% Actual	2025	
	Actual	Budget	to Budget	Budget	Notes
Income					
Late Fees, Mowing	514	-			
Hangar Sub-Let	14,760	14,760	100%	14,760	Sublet 3 spaces @ \$410 per
Operations @ \$0.33/sq ft	188,108	313,154	60%	313,154	2024 Assessmets same
Undeveloped land @ \$0.019/sq ft		10,716	0%	10,716	as 2023 = \$323,870
Title Transfer Fees	2,252	1,000	225%	1,000	
Late Payment Fees	514	-			
Interest Income	141	-		150	
Total Income (Short of Budget)	206,289	339,630		339,780	
Expenses					
Ferris Mower Payment	1,253	1,253	100%		Paid Off 5/24
Airport Manager	24,000	24,000	100%	24,000	
Office/Shop Rent	16,800	16,800	100%	16,800	\$170 net/month
Accounting	4,200	4,200	100%	4,200	\$350/month includes QB
Bank Fees	515	700	74%	550	
QB Merchant Fees	2,899	2,750	105%	3,000	A/R Processing fees
Insurance	4,352	3,600	121%	5,000	Added D&O policy
Maintenance	2,304	500	461%	2,500	Owner expense credits, electric fence, signs
Mowing Equip Repair	2,092	1,000	209%	2,250	Replace worn parts
Office Supplies	164	200	82%	200	
Legal - Prior Years ('22, '23)	45,026	44,000	102%	-	
Legal - 2024	4,969	20,000	25%		Includes attorneys @ annual meeting
Legal - 2025				20,000	
Utilities	215	420	51%	250	
Web Site	559	300	186%	600	
I.T./Zoom/DropBox	225	300	75%	250	
Projects					
Runway Crack Seal 2024	2,041	5,000	41%		New machine + materials
Runway Crack Seal 2025					No Cost - Supplies left over
Runway Seal & Repaint 2025		30,000	0%	50,000	Estimate
Drainage Nov/Dec 24	30,000	40,000	75%		Estimate - Rob do you have contract amount?
Lighted Windssock Nov/Dec 24	5,000				Per Bob's estimate received
Tree Removable - South End				100,000	Estimate
PAPI/VASI Installation				40,000	Estimate
Delinquent Assesment Reserve CD	50,000	100,000		50,000	
Total Expenses	196,614	295,023		319,600	
Net	9,675	44,607		20,180	

Vote on 2025 AVPOA Budget

Board Members

Two Year Terms

- Seven Members
- Terms are Staggered to Allow Continuity (4 on odd year, 3 on even year)

Qualifications

- Time available
- Commitment to actively participate
- Four directors must be active pilots
- Business experience useful
- Business tool proficiency helpful
- Self starter
- Team player

Board Elections

2024 Board of Directors

- One Year Remaining
 - Bob Smith, Vice President
 - Carey Sharp, Member
 - Scott Toornberg, Member
 - Mark Riedl, Member
- Expiring Terms
 - Eric Branyan, President
 - Larry Martin, CPA, Treasurer
 - Mike Love, Secretary

2025 Announced Candidates

- Jeff Traylor
- Eric Branyan, Incumbent
- Mike Love, Incumbent

Voting

- Elect Three Board Members
 - New Board Elects Officers after the Election

Closing Questions or Comments

Move to Adjourn

Thank You for Your Participation and Attendance!

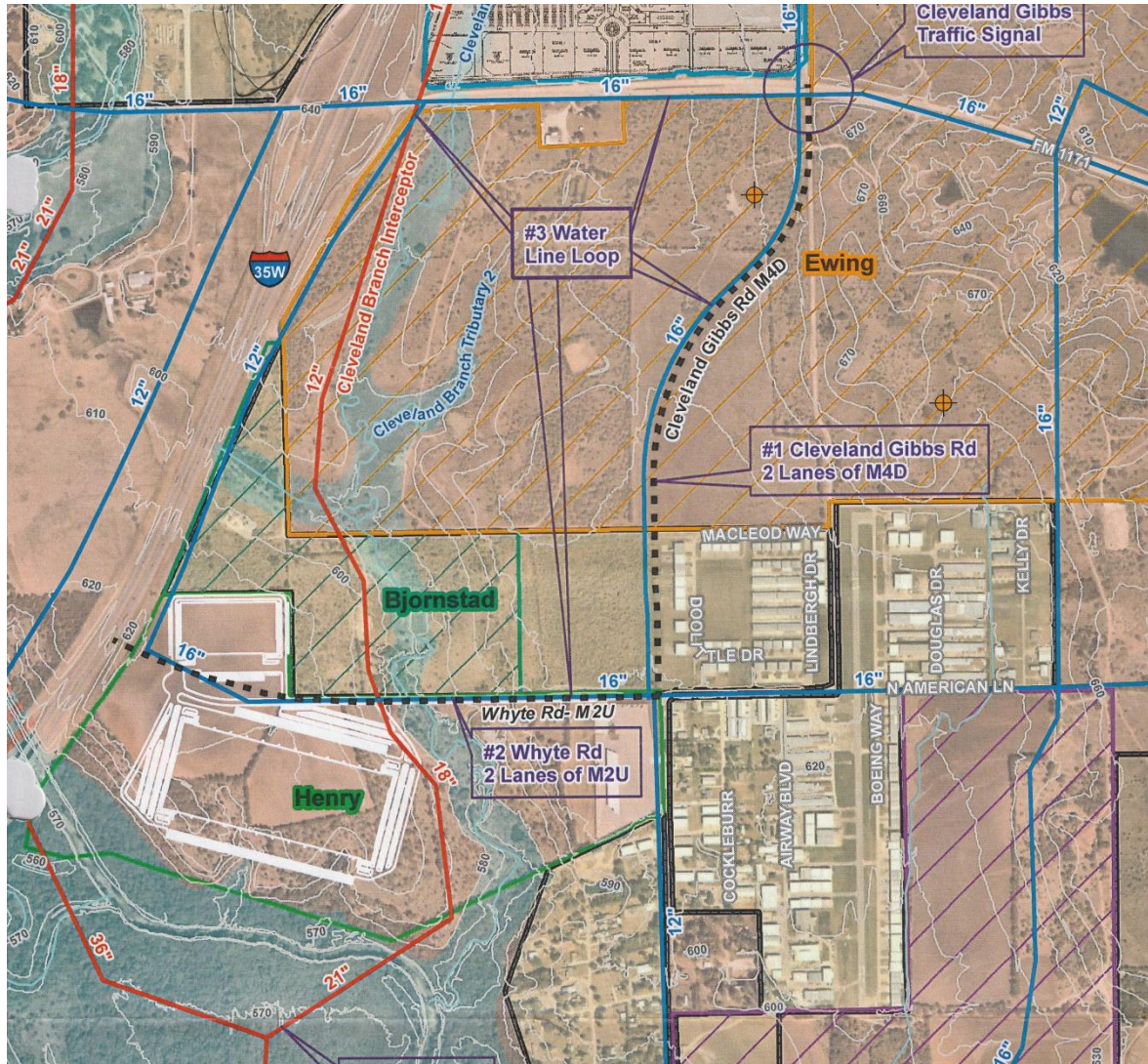
Backup / Images



Oncor's Ramhorn Hill - Dunham 345kV Transmission Line Project

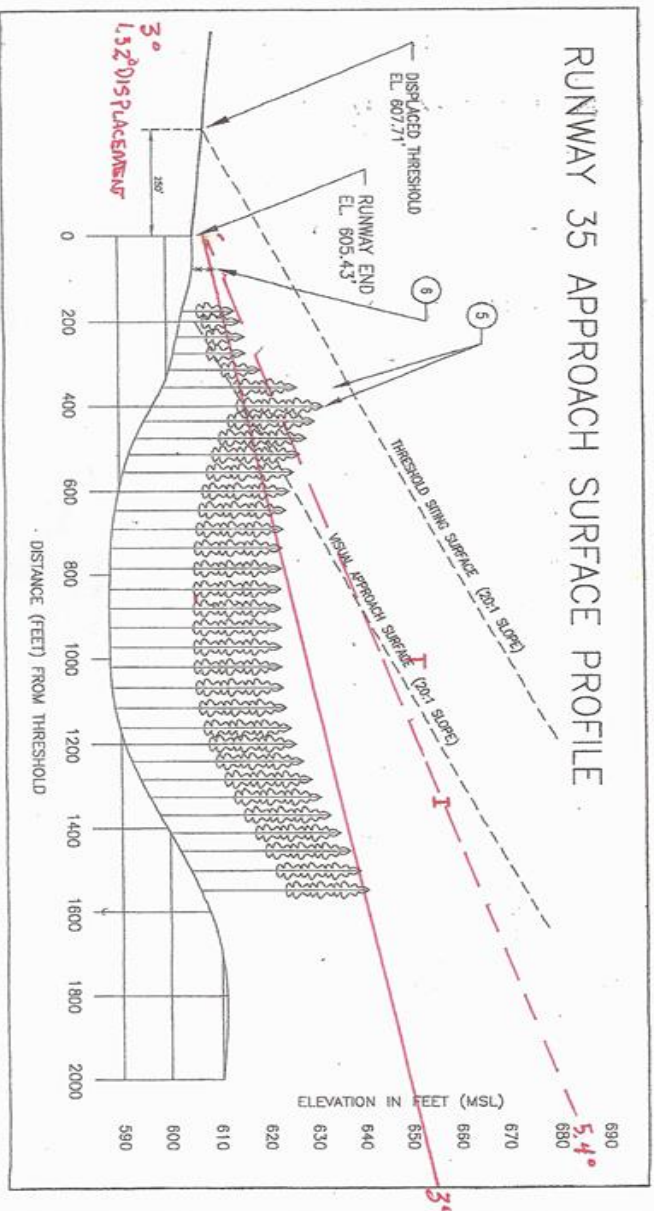
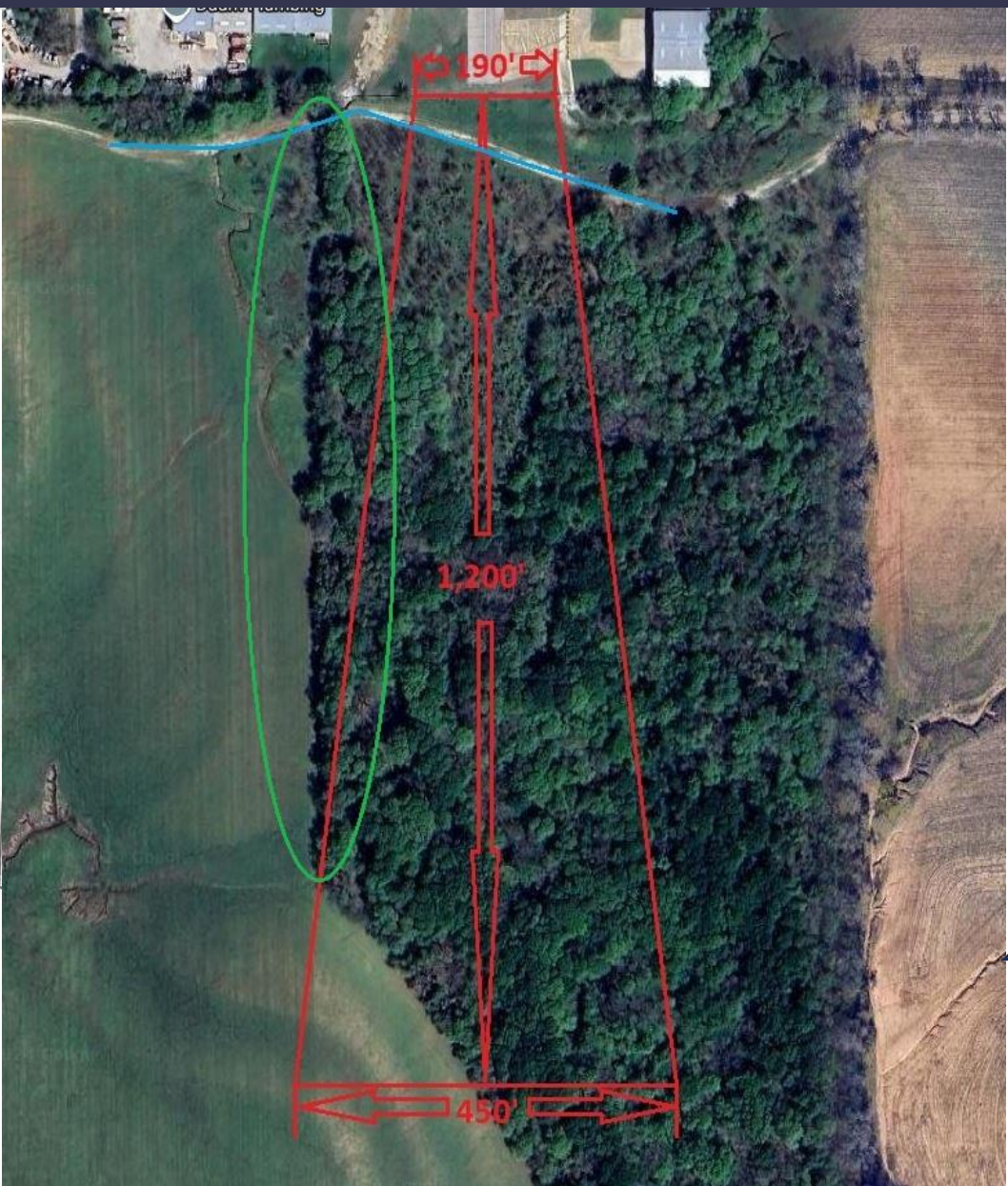
Location of Close-In Transmission Towers





Northlake Development Plan - Whyte Rd Extension





Acknowledgements

- Intend to be Verbal
 - Larry – retiring as board member and treasurer – 6 years
 - Rob Reece – retiring as Airport Manager – 8 years
 - Volunteers and Exceptional Contribution
 - John Paxton- Excavation Equipment Ops, Drainage, Bush Maintenance, Mowing
 - Carey Sharp – Drainage, Infrastructure Maintenance, Mowing
 - Brian Higgins – Northlake and AOPA interaction, Power line Advocate, Safety Advocate
 - Mike Welch – New Website Prototype
 - Scott Doores – Association Management Tool Survey and Evaluation
 - Runway Crack Sealing teams
- Other notes
- Fees +107-81 net 18
- Doug Reeves- domain
- Manning and Meyers – Phillip Traynor hoalegal.com