GOVERNANCE & FINANCE FOR AIRPARK ASSOCIATIONS

Fund the runway. Protect the board. Hand it off clean.

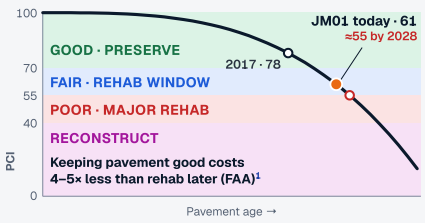
A runway outlives every board that maintains it. Our Airpark gives directors and treasurers a 30-year reserve plan, aviation-aware billing, insurance tracking and a lasting record.

30-year reserve planner · Unlimited e-votes · From $69/mo



17 — 35

RUNWAY RESERVE — See the special assessment coming, years before the vote.



Illustrative. Bands: ASTM D5340 PCI scale as used by Iowa DOT.[2] JM01 points are demo data.

- **Every component** — pavement, markings, lights, PAPI, beacon, weather station, fuel system, gates, culverts and the mower, each with a life and a cost.
- **PCI trend** — engineer surveys per section, or a guided volunteer distress walk in between.
- **30-year cash flow** — percent funded, the year the fund runs dry, and a special-assessment risk gauge.
- **What-if & assessment planner** — add $X per lot or an assessment, watch the dry year move, then size it by lot class and send it to a ballot.

$0
special assessment for Kelly Air Park's ~$900K runway rebuild; owners had saved since 1997[3]

$900/yr
per Cameron Park, CA parcel through 2029 to repay a street and taxiway loan[4]

TREASURER — Billing that knows a hangar door from a vacant lot.

TWO ENTITIES, FOUR FUNDS · JUNIPER MESA DEMO

JUNIPER MESA POA		JUNIPER MESA AIRPORT CORP.	
Operating	$84.4k	Airport Fund	$61.2k
Separate ledgers, boards and bank accounts; one roster of members and lots.		Runway Reserve	$412.4k
		Special assessment	Vote open

Dues	aviation lot	$1,200 / half	→ Operating
Dues	non-aviation lot	$600 / half	→ Operating
Runway assessment	aviation lots only	$300 / half	→ Reserve
Airport use fee	per based aircraft	$120 / yr	→ Airport Fund

Also per acre, per door or as a share of a base class: Stellar bills some lots 50% or 30% of its runway fee; Alpine adds $3,500/yr per hangar door.[5]

COLLECTIONS LADDER · COURTEOUS, CONSISTENT, LOGGED

1. **Reminder** — email or text 10 days after the due date
2. **Late fee** — posted automatically after the grace period
3. **Demand letter** — certified mail, itemized, plan offered
4. **Payment plan** — Texas: recorded 3–18-month terms[6]
5. **Lien referral** — only by board vote, with counsel

Our Airpark Pay makes ACH autopay the default: collecting $1,200 of dues costs at most $5, paid into the association's own Stripe account.

INSURANCE — Every based aircraft insured, with the association on the policy.

Insurance certificates — 87% · 47 of 54 aircraft

- **Lot 2** · N612JM · PC-12 — $5M, but no additional-insured endorsement — Deficient
- **Lot 45** · N2587P · Bonanza — $500k / $50k, below the $1M minimum — Deficient
- **Lot 29** · N6250KX · Bonanza — Expired 41 days ago · reminders sent — Expired
- **Association** · airport liability $2M — Renews in 45 days · broker packet ready — In force

Request updates (13) — Next reminder sweep: tonight

Airpark rules commonly require $1M of liability on every based aircraft, the association named as **additional insured**, and a new certificate each year.[7] That endorsement brings the association under the owner's policy when a claim names it.

- **Checked, then chased** — limits and endorsement wording checked at upload; reminders at 60, 30 and 7 days; optional pause on airfield privileges after the grace period. Tenants and contractors too.
- **The association's own policies** — airport liability, D&O, property and fuel, a broker-ready renewal packet, and suggested minimums (D&O ≥ $1M, liability ≥ $2M) benchmarked to Cal. Civil Code §§5800/5805.[8]

E-VOTING Aviation classes & supermajorities.

LOGBOOK Ballot — ● Open

Runway 17/35 rehabilitation special assessment: $6,000 per aviation lot, in six semiannual installments of $1,000

Aviation lots only · ⅔ of votes cast · Quorum 50% · Proxies allowed

29 of 50 lots · 58%

quorum 50%

Quorum met

Results sealed until close · 2 paper ballots entered — Receipt JM01-K7QD-3MXA

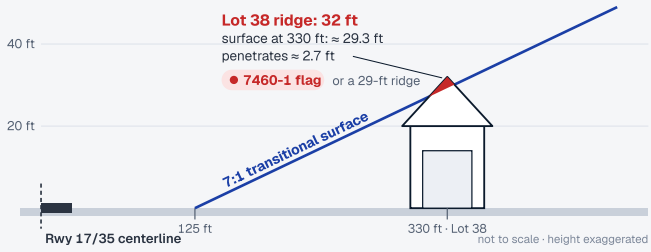
- **Voting classes** — all lots, aviation lots or non-aviation; majority, ⅔, ¾ or 90% (Spruce Creek needs 90% for runway changes[9]).
- **Clean results** — quorum, proxies, secret ballots and a receipt per vote; Florida's consent rules[10] and California's bar on secret e-ballots for assessments.[11]

ENFORCEMENT Due process, by the book.

COURTESY NOTICE	VIOLATION NOTICE	HEARING	FINE	APPEAL
Bonanza Twy Aircraft parked	**Lot 42** Insurance lapsed	**Stinson Twy** Cart at 24 mph	**Lot 14** Mower on runway	**Portal** Owner replies

- **Airpark categories** — taxiway parking and speed, incursions, quiet hours, hangar use, insurance lapses; photos, letters, fines to the ledger.
- **State clocks** — Florida caps fines at $100 each, $1,000 in total, unless your documents allow more, and requires 14 days' hearing notice.[10] Texas requires certified mail and 30 days to request a hearing.[6]

ARC Hangar plans checked against the runway.



- **Automatic checks** — door size, setbacks, wingspan clearance and height; deposits, contractor COIs and the final inspection.
- **FAA flags** — near public-use fields, Form 7460-1 is due at least 45 days before construction. Private-use airparks lack Part 77 notice protection, so your CC&Rs supply it.[13]

LOGBOOK The record that outlasts every board.

Board handbook · transition checklist — 16 of 22 done

☑ Update bank signature cards (two signers over $2,500)	Treasurer
☐ Confirm who owns the Our Airpark Pay payout account	Treasurer
☐ Update the airport manager on the FAA 5010 record	Airport mgr
☑ Read "How we did the 2009 runway overlay"	All directors

- **Hand-offs** — vendor history, project write-ups and a transition checklist, plus FAA dates: private-use owners are asked to confirm FAA data every 3 years, and 154 silent fields went "Closed Indefinitely" in the first cleanup.[14]

BOARD PACKET
One click before each meeting: finances, reserve, collections, airfield, insurance, safety and votes.

AUDIT TRAIL
Every charge, notice, vote and approval stamped with who and when. Notices are archived, never deleted.

YOUR DATA
Records requests from one vault (FL, TX: 10 business days[10,6]). Export anytime; leave with a full archive.

THE MATH One avoided special-assessment surprise or one uninsured-aircraft incident pays for decades of Our Airpark.

$900 ≈ 38 years
A year of Cameron Park's loan payment per parcel[4] equals **~38 years** of Our Airpark at about $24 a lot.

1 lapsed policy
An uninsured aircraft's accident can drag the **association's own policy** into the claim.

$0 per vote
E-votes are included. A leading generic platform charges **$250 per voting event**.[12]

PRICE — **$2.50**/lot/mo for the first 50 lots, **$1.75** for 51–150, **$1.00** beyond; $69/mo minimum; every feature included. 62 lots: **$1,460/yr** billed annually (~$24/lot). **Founding Squadron:** 30% off for life.

1 FAA AC 150/5380-7B, pavement management, §2.0
2 Iowa DOT, PCI review overview (ASTM D5340 bands)
3 FLYING, 18 Jul 2022: Kelly Air Park runway rebuild
4 Cameron Park Airport Dist., "Property value impact"
5 Stellar RUA rules (2019); Alpine Airpark CC&Rs
6 Tex. Prop. Code §§209.005, 209.006, 209.0062
7 Meadow Creek Airpark (IL) Owner Book, 2021
8 Cal. Civil Code §§5800, 5805
9 Spruce Creek (7FL6) via fly-in.com, a realtor site
10 Fla. Stat. §§720.303, 720.305, 720.317 (2025)
11 California AB 2159 (Ch. 383, 2024)
12 TownSq published pricing, Sep 2026
13 14 CFR §§77.7, 77.9, 77.19
14 AOPA, private airport charting; RAF, Oct 2021

Our Airpark is pre-launch; no customers implied. Juniper Mesa (JM01), its people and figures are fictional demo data. Not legal advice. USD, Sep 2026.

NEXT STEP

Bring this to your next board meeting.

The screens shown here come from the live demo. Questions: **fly@ourairpark.com**

DEMO → **Try the live demo**
Sign in as Tom, the treasurer, or Maggie, the president. No signup.
ourairpark.com/login

BRIEF → **Book a walkthrough**
30 minutes on video with your whole board.
ourairpark.com/demo

FREE → **Claim your airpark**
Free Pilot Info page and PPR form, from FAA data.
ourairpark.com/airparks