



SEDONA-OAK CREEK
AIRPORT AUTHORITY

**NOTICE OF THE REGULAR MEETING OF THE
SEDONA-OAK CREEK AIRPORT AUTHORITY
BOARD OF DIRECTORS**

August 28, 2023
2:30 p.m.

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Sedona-Oak Creek Airport Authority Board of Directors (Board) that the Board will hold a Regular Meeting to be convened Monday, August 28, 2023, at 2:30 p.m. in the conference room of the Sedona Airport Terminal Building, Sedona, Arizona. Members of the public are welcome to attend; all attendees will be required to sign in. As indicated in the Agenda, pursuant to A.R.S. § 38-431.03 (A)(3), the Board will vote to go into Executive Session which will be closed to the public to discuss certain matters. The Board may also vote to hold an Executive Session for the purpose of obtaining legal advice from the Board's legal counsel on any matter listed on the agenda pursuant to A.R.S. § 38-431.03 (A)(1), (A)(3) and (A)(4). Board members, presenters, and/or attorney(s) may be present telephonically.

Notices of the meeting, as required by A.R.S. §38-431.02, have been appropriately posted in the main terminal building and on the web at www.sedonaairport.org. A copy of the Agenda is available during normal business hours in the Administrative Office at the Sedona Airport at least 24 hours in advance of the meeting.

The Agenda for the Special Meeting is as follows:

- I. Call to Order/Pledge of Allegiance.
- II. Roll call.
- III. Consent Agenda:
 - a. Minutes of the Regular Meeting on June 26, 2023.
 - b. Minutes of the Executive Session on June 26, 2023.
 - c. Minutes of the Special Meeting on July 26, 2023.
 - d. Minutes of the Executive Session on July 26, 2023.
- IV. Reports by:
 - a. President
 - b. Vice-President
 - c. Secretary
 - d. Treasurer
 - e. General Manager
 - f. Business Manager
- V. Unfinished Business: Two current SOCAA Board members are nearing the end of their first five-year term of service and have agreed to serve a second five-year term. SOCAA Board, at the July 26, 2023, meeting, approved names of both members to be submitted to the Yavapai County Board of Supervisors. Update; discussion, request for direction.

VI. New Business:

- a. Letter of Acceptance and Letter of Authorization for Coffman Associates to update the Airport Layout Plan. Ratification of signature on the Letter of Acceptance. Vote to approve expenditure for services. Review, discussion, and possible action,
- b. Services Order/Annual Maintenance Agreement with DBT Aviation Support and Maintenance Services regarding the AWOS. Review, discussion, and possible action to approve agreement and expenditure for services.
- c. Current Commercial General Liability Insurance policy expires on September 18, 2023. Request from Business Manager to authorize a not-to exceed amount to renew policy when all requested quotes have been received and reviewed. Review, discussion, and possible action.
- d. Determine date for a Special Meeting of the SOCAA Board for the purpose of final review and approval of the SOCAA 2024 Budget and the 2023 Annual Report prior to their timely submittal to the Yavapai County Board of Supervisors on October 19, 2023. Discussion, possible action.

VII. Call to the Public: Individuals may address the Board for up to three minutes on any relevant issue within the Board's jurisdiction. Pursuant to §A.R.S. 38-431.01(H), Board members shall not discuss or act on matters raised during the call to the public. The Board may direct staff to study the matter or direct that the matter be rescheduled for consideration at a later date.

Written comments may be submitted by email sent to admin@sedonaairport.org. Those comments will not be read at the meeting.

VIII. Executive Session:

- a. Any matter on the agenda on which the Board may seek legal advice. A.R.S. §38-431.03 (A)(3).
- b. Update on litigation and/or potential litigation provided by SOCAA's attorneys. A.R.S. §38-431.03 (A)(4).
- c. Request by attorney currently representing SOCAA to approve a waiver of conflict. A.R.S. §38-431.03 (A)(4).

IX. Possible action resulting from matters discussed in Executive Session.

X. Adjournment.

Dated this 22nd day of August 2023

Agenda Approved:

By: Patresa Miller FOR:
Pamela Fazzini, President
SOCAA Board of Directors

By: Patresa Miller FOR:
David Cooper, Vice-President
SOCAA Board of Directors