

Sedona-Oak Creek Airport Authority
Airport Terminal Conference Room
Minutes of the Regular Meeting, Monday, August 24, 2026
Pursuant to A.R.S. §38-431.01(B)

Directors Present: President Pam Fazzini, Treasurer Mike Schroeder (online), Director Timothy Miller, Director Ed Kettler, Secretary Scott Brewster (online), and Director Jack Ross.

Directors Absent: None.

Staff Present: General Manager Ed Rose, Deputy General Manager Cameron Atkins, CFO Shannon Lane, Special Projects Coordinator Mark Allen, and Assistant Business Manager Patresa Miller.

Consultants Present: None

Agenda Item I. Call to Order. The meeting was called to order by President Fazzini at **2:30 PM**, immediately followed by the Pledge of Allegiance.

Agenda Item II. Roll Call. Roll was called, and it was determined that a quorum was present. New Director Ed Kettler was welcomed as he was seated.

Agenda Item III. Consent Agenda.

- a. Minutes of the Regular SOCAA Board Meeting held June 22, 2026
- b. Minutes of the Executive Session held June 22, 2026
- c. Renewal of AWOS NADIN annual contract; at a cost of \$8,304.
- d. Renewal of Airport's General Liability Insurance, year three of a three-year term. Cost is \$40,902.
- e. Ratify Board President's signature on Letters of Agreement between SOCAA and Yavapai County (Airport Sponsor) for SOCAA to reimburse Yavapai County for the Sponsor's share of the Helicopter Six-Pack reconstruction project grant in an amount not less than \$14,968 and similarly for the Infield Runway Safety Area Drainage Improvement Construction grant in an amount not less than \$71,746.

MSP 26.08.01 JR/TM– To Approve a. through e. of the consent agenda above.

Agenda Item IV. Reports.

a. General Manager. Summarized the activities of staff since the last meeting, including ongoing capital improvement projects, SOCAA owned-hangar investigation, APEX relocation, Leased Modular RFP award to Sedona Airways, Fire Suppression Water Project, Grant status of the infield drainage and helicopter six-pack projects, Cloth and Flame Lease settlement and substitution negotiation, Budget process, and Wings and Wheels annual event in October.

b. Business Manager:

- a. Q2 2026 Financial Report of the SOCAA, including,
- b. Price-Volume-Mix (PVM) Sales Bridge

- c. Liquidity Safety Policy describing the Statewide Collateral Pool, and documenting efforts to reestablish access to Federal Treasury Bill Auctions.

Agenda Item VI. Call to the Public. (2:45 PM)

Sedona Car Rentals stated a request for fair treatment for their business vis-a-vis the New Business Agenda Item a. *Enterprise Rental Car Agreement*. Additionally, Bob Stephens reported on the number of additional hangars made available as a result of SOCAA and Sedona Hangar Owners' Association joint efforts, which increased the utilization of owned hangars. He congratulated Airport Management for their efforts.

Agenda Item VII. Unfinished Business.

- a. The following Agenda item was not necessary and was struck:

"Vote to seat Selection Committee's recommended candidate to fill the SOCAA Board vacancy created by the resignation of Vice-President David Cooper. Mr. Ed Kettler was recommended by the committee and approved by the Yavapai County Board of Supervisors at its August 5, 2026, Board Meeting. Vote to be taken by written ballot with approval by 75% of the directors present required. Adopted voting procedures will be followed, with ballots to be counted by the Business Manager, observed by the General Manager per SOCAA Board policy.

- b. Revised Gift Policy. Current Gift Policy, approved in 2024, was edited at the request of the Board at the June 22, 2026, meeting. The policy was adopted: **MSP TM/JR 26.08.02**

Agenda Item VIII. New Business.

MSP 26.08.03 TH/JR To move New Business Items a., e., and f. to Executive Session.

- a. ~~Enterprise Rental Car Agreement.~~ Item was moved to Executive Session to seek legal advice.
- b. Request by Apex to renew its lease and business license agreement.
- c. Request by Sedona Airways to renew its lease business license agreement.
Items b. and c. were combined into one motion and approved. 26.08.04 EK/JR.
- d. Request to approve a new lease and license for McCluff Aviation who proposes to take over space vacated by former tenant Aerozona and to provide aircraft maintenance services in Hangars L7 and K4. **26.08.05 JR/EK, Motion to approve.**
- e. ~~New Ground Transportation Policy. Review and discussion only.~~ Item was moved to Executive Session to seek legal advice.
- f. ~~New Leasing Policy to ensure compliance with SOCAA's Master Lease with Yavapai County, Federal and State Statutes and FAA Grant Assurances. This~~

~~document is a companion to the Minimum Standards already adopted.~~ Item was moved to Executive Session to seek legal advice.

- g. Appointment of a Selection Committee to fill Board vacancy per SOCAA Board Policy. Treasurer Mike Schroeder will chair the Committee, Director Timothy Miller, Betty Uhrig representing SAHO, and Cheryl Barron, President of the Sedona Oak Creek Chamber of Commerce, representing the public, will serve.

(3:11 PM)

Agenda Item VII. Executive Session. MSP TM/JR 26.08.06 TM/EK for the Board to convene in Executive Session to seek legal advice pursuant to A.R.S. § 38-431.03 (A)(3) and (A)(4).

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

Upon return to Open Session at 4:55 p.m., the Board directed staff to follow advice offered by counsel in Executive Session.

MSP 26.08.07 JR/EK to approve the Enterprise Car Rental Agreement with the caveat that SOCAA does not participate in the Enterprise concessionaire program.

MSP 26.08.08 TM/JR The New Ground Transportation Policy and the Leasing Policy were tabled.

MSP 26.08.09 MS/EK Approved the substitution and settlement of the lease agreement with Cloth and Flame to Sky Ranch Lodge.

Agenda Item X. Adjournment. With no objections, the Regular Meeting was adjourned at 5:08 PM. MSP JR/TM 26.08.10

Certified as Accurate and Correct:

Dated this 21st day of September 2026
Sedona-Oak Creek Airport Authority

BY: Pamela A. Fazzini
President Pamela A. Fazzini
SOCAA Board of Directors

BY: Scott C. Brewster
Secretary Scott C. Brewster
SOCAA Board of Directors