



**SEDONA-OAK CREEK  
AIRPORT AUTHORITY**

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

Monday, June 23, 2025  
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 their Regular Meeting to be convened Monday, June 23, 2025, at 2:30 p.m. in the conference room in 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 may 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)(3). Board members, presenters, and/or attorney(s) may be present telephonically.

Notice of the meeting, as required by A.R.S. §38-431.02, has been appropriately posted in the main terminal building and on the web at [www.sedonaairport.org](http://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 Regular Meeting is as follows:

- I. Call to Order/Pledge of Allegiance.
- II. Roll call.
- III. Consent Agenda:
  - a. Minutes of the Special Meeting/Workshop held April 9, 2025
  - b. Minutes of the Public Hearing and Regular Meeting held May 5, 2025
  - c. Minutes of the Executive Session held May 5, 2025
- IV. Presentation of the Results of the Annual Audit – Lisa Dubrow, Haynie and Company, CPA. Discussion, possible action.
- V. Presentation – Mr. Ed Rose, General Manager – Recognition of Service
- VI. Reports by:
  - a. President
  - b. Vice-President
  - c. Secretary
  - d. Treasurer
  - e. General Manager – update on activities since last meeting
  - f. Business Manager – presentation of current financial statements
- VIII. Unfinished Business:
  - a. Civil Air Patrol proposal. Item #4 of original proposal – addition of an on-site sewage treatment facility. Update, review revised recommendation, discussion, possible action.
  - b. Rates, Fees, and Charges Study and Recommendations follow up. Items not approved as presented

or referred for further study at last SOCAA Board meeting on May 5, 2025. Recommendations to be re-visited are:

- i. Establish a hangar ground lease origination/transfer fee/ground lease rate. The GM detailed how much staff time is required to update any transfer of hangar properties. He recommends a flat fee of \$1050 and upon any transfer, a new ground lease rate would be applied.
- ii. Explore contracting landing fee collection to a third-party. The GM will explore this option using methods other than ADSB data to collect the necessary information.

Review and discuss revised recommendations. Possible action.

- c. Vote to approve nomination and seat Director Mike Schroeder for a second five-year year term. Mr. Schroeder's nomination by the SOCAA Board at the May 5, 2025, SOCAA Board meeting was approved by the Yavapai County Board of Supervisors at their May 21, 2025, meeting. Discussion, possible action.
- d. Emergency actions and expenditures to address failure of well pump for Airport's fire suppression water supply. Review circumstances, actions taken, results of actions taken and expenditures by General Manager to address the situation. Review, discussion, possible vote to acknowledge.

IX. New Business:

- a. Renewal of Directors and Officers Liability and Employment Practices Liability Insurance Policies which are scheduled to renew on July 12, 2025. Review recommendations, discussion, possible action.
- b. Proposal to replace hangar door cables on SOCAA-owned hangars – L3, K9, K5, K7, L15 (which includes replacement of latch.) Review proposal and cost of implementing project. Discussion, possible action.

X. 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 the matter be rescheduled for consideration at a later date.

Written comments may be submitted by email sent to [admin@sedonaairport.org](mailto:admin@sedonaairport.org). Those comments will be considered but will not be read at the meeting.

XI. 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 status of litigation.
- c. Review and discuss revised SOCAA Board Member Code of Conduct and relevant actions of Board and its members pursuant to A.R.S §38-431.03 (A)(1).

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

XIII. Adjournment.


Dated this 17<sup>TH</sup> day of June 2025.

Agenda Approved:

By:

  
Pamela Fazzini, President  
SOCAA Board of Directors

By:

  
David Cooper, Vice-President  
SOCAA Board of Directors