



**SEDONA-OAK CREEK
AIRPORT AUTHORITY**

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

Monday, August 25, 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, August 25, 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. 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 Regular Meeting Held June 23, 2023
 - b. Minutes of the Executive Session held June 23, 2025
 - c. Minutes of the Special Meeting held July 28, 2025
 - d. Minutes of the Executive Session held July 28, 2025
 - e. Ratify Letter of Acceptance to pay sponsor's share of the grant for the taxi lane project.
 - f. Ratify Letter of Acceptance to pay sponsor's share of the design for the Helicopter 6-pack (apron) reconstruction project.
- IV. Reports by:
 - a. President – creation of Selection Committee to Fill Board Vacancies
 - b. Vice-President – update on recent activities of the Special Committee to Initiate Review of the Master Lease
 - c. Secretary
 - d. Treasurer
 - e. General Manager – update on activities since last meeting
 - f. Business Manager – presentation of current financial statements & other business
- V. 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. Those comments will be considered but will not be read at the meeting.

VI. Unfinished Business: None

VII. New Business. Review, Discussion and Possible Action on each of the following items:

- a. Replacement of the rotating beacon as part of the in-house capital program. Proposal from ADB SAFEGATE Americas, LLC.
- b. AWOS Maintenance Contract. One-year guarantee period is expiring and SOCAA must provide for an FAA certified technician to perform periodic inspections and maintenance. Proposal for a one-year contract from DBT Transportation, the unit's manufacturer, who was bought out by ADB-SAFEGATE.
- c. Proposal from Sedona Paint Center to provide 90 5-gallon pails of green traffic paint to renew markings on designated areas of the ramp and apron.
- d. New Record Retention Policy and Recommendations by Attorney Robert Wingo of Pierce | Coleman. for Records Retention Policy as requested by the Special Committee to Initiate Review of the Master Lease as follow-up to previous request by Board.
- e. Permit for Bluebird Aviation to conduct air tours from Sedona Airport.
- f. Request from Business Manager to renew Commercial Liability Insurance Policy; current policy expires September 18, 2025.
- g. Professional Services Agreement with Dibble Engineering for Existing Condition of Structural Roof Assessment of Multiple Airport-Owned Hangars.
- h. Scope of Services and Fee Proposal for Engineering Services by Dibble Engineering for a Septic System Inventory at Sedona Airport.
- i. Water Infrastructure Finance Authority of Arizona (WIFA) application and related required documents for funding for water supply development at Sedona Airport.
 1. Application
 2. Certification
 3. General Debt Authorization – resolution

VIII. Executive Session:

- a. Any matter on the agenda on which the Board may seek legal advice pursuant to A.R.S. §38-431.03 (A)(3).
- b. Review and discussion of formal complaint received regarding workplace environment pursuant to A.R.S §38-431.03 (A)(1).

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

X. Adjournment.

Dated this 20TH day of August 2025.


Agenda Approved:

By:


Pamela Fazzini, President
SOCAA Board of Directors

For:

By:


David Cooper, Vice-President
SOCAA Board of Directors

For: