



**SEDONA-OAK CREEK
AIRPORT AUTHORITY**

**NOTICE OF THE ANNUAL AND REGULAR MEETINGS OF THE
SEDONA-OAK CREEK AIRPORT AUTHORITY
BOARD OF DIRECTORS**

December 2, 2024
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 the Annual and Regular Meetings to be convened Monday, December 2, 2024, 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. Board members, presenters, and/or attorney(s) may be present telephonically.

Notice of the meetings, 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 on the website and 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 Annual Meeting follows:

- I. Call to Order/Pledge of Allegiance.
- II. Roll call.
- III. Amendment of the Sedona Oak-Creek Airport Authority Bylaws as read at the September 23 and October 28, 2024, meetings of the SOCAA Board of Directors and as approved by the Yavapai County Board of Supervisors at the November 6, 2024, meeting. Review, discussion, and action.
- IV. Election of Officers for 2025.
 - a. Procedures for Election of Officers. Review, discussion, action.
 - b. Distribution of Ballots and Voting.
 - c. Announcement of Officers Elected.
- V. Adjourn Annual Meeting and Convene Regular Meeting.

The Agenda for the Regular Meeting follows:

- I. Consent Agenda:
 - a. Minutes of the Regular Meeting held October 28, 2024.
 - b. Ratification of authorization of expenditure for grading of infield drainage (\$5,005) as reported at the October 28, 2024 meeting.
- II. Reports by:
 - a. President
 - b. Vice-President
 - c. Secretary
 - d. Treasurer
 - e. General Manager – update of management activities since October 28th meeting
 - f. Business Manager – presentation of current financial statements
 - g. Special Projects Coordinator

III. Unfinished Business: None

IV. New Business:

- a. Expiration and Renewal of Current Property Insurance. Current policy expires December 31, 2024. Review proposals, discuss Business Manager's recommendation, possible action.
- b. Current Employee Health Insurance, an employee benefit, expires on December 31, 2024. Consider renewal of current contract or seek alternative. Review recommendation, discuss, possible action.
- c. Commercial Lease and License for Untethered Aviation. Review, discussion, possible action.
- d. Request by General Manager to proceed with a runway strengthening study. Dibble Engineering submitted a fee estimate for the project. Presentation, review, discussion, possible action.
- e. Request by General Manager to proceed with design of the Fire Prevention Water Project as reported, i.e. to construct a tank for additional water storage and limited infrastructure. The Independent Fee Estimate conducted by Ardurra since the last Board Meeting supported the estimate done by Dibble Engineering. A standby generator, not included in the estimate, will also be needed. Presentation, discussion, and possible action.
- f. The Civil Air Patrol purchased a hangar at Sedona Airport this year and is requesting the SOCAA Board's approval to commence with several construction projects to enhance the purchase. All supporting materials have been provided. Each request will be considered and voted on separately. Presentation, review, discussion, and possible action.
 1. Solar Panel Installation
 2. Tenant Improvements
 3. Fire Suppression Sprinklers
 4. Septic System Perc Test

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 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.

VI. Adjournment.

Dated this 26th day of November 2024

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