

Sedona-Oak Creek Airport Authority

Airport Terminal Conference Room Minutes of the Public Hearing and Regular Meeting – May 5, 2025 Pursuant to A.R.S. §38-431.01(B)

Directors Present: President Pam Fazzini, Vice-President David Cooper, Treasurer Jerry Barber, Secretary Betty Uhrig, Director Timothy Miller (telephone), and Director Mike Schroeder.

Directors Absent: Director Scott Schroeder.

Staff Present: General Manager Ed Rose, Business Manager Haruko Terada, Assistant Business Manager Patresa Miller, and Special Projects Coordinator Mark Allen.

Agenda Item I. Call to Order. The Public Hearing was called to order by President Fazzini at 1:31 p.m. immediately followed by the Pledge of Allegiance.

Agenda Item II. Roll Call. Roll was called and it was determined a quorum was present.

Agenda Item III. Public Hearing. Notice of Intent to Establish New or Increased Fees, Rates, and Charges pursuant to A.R.S. §28-8419. The Notice of Public Hearing was first posted more than 30 days ago, was published on March 28, April 2, 4, and 9 in the Sedona Red Rock News, (affidavit of publication was presented), and the Rates & Charges Study and Recommendations were posted on the Sedona Airport website for at least thirty days prior to the hearing. Members of the public were encouraged to comment and requested to ask questions or provide input; an email address was provided for that purpose. One email was received. No members of the public present at the hearing offered comment. The Board President decided to wait about five minutes to see if any latecomers showed up; none did. The hearing was declared ended at 1:37 p.m. and the Board moved on with the Regular Meeting agenda.

Agenda Item IV. Consent Agenda. Vice-President Cooper moved to approve all items on the Consent Agenda - minutes of the Regular SOCAA Board Meeting and the Executive Session held on February 24, 2025, and ratification of the approval given by the Board President to timely pay for renewal of SOCAA's auto insurance which expired on April 29, 2025. Secretary Uhrig seconded. Motion carried unanimously.

Agenda Item V. Reports.

- a. President - None.
- b. Vice-President: Mr. Cooper reported the Special Committee to Initiate Review of the Master Lease, on which he serves, has met four times and is making progress.
- c. Secretary - None.
- d. Treasurer - None.
- e. General Manager:

1) **Runway Strengthening Study** – There has been coordination on the boring locations and safety plan. We are currently waiting for the formal data. Initial indications show the

runway will be in need of total reconstruction in order to meet the requirements associated with the fleet mix that utilizes our runway. Seismic testing is also underway.

2) **Pre-bid Meetings** – meetings were conducted for the fire suppression water standby generator and taxiway Alpha rehabilitation projects.

3) **Certified Bid Results** - bid results were provided for the standby generator and taxiway Alpha rehabilitation. Approval for the generator (construction phase) and construction administration agreements are on the agenda under new business.

4) **Environmental Assessment per FAA Request (Section 743)** – this relates to the County's formal request for releasing the 4.6 acres for non-aviation use (for Sky Ranch Lodge expansion). The FAA has a few requirements for the release. Sky Ranch is performing a traffic study conforming to Yavapai County's request and provided a check for half the EA expense.

5) **National Business Aviation Association Schedulers and Dispatchers (S&D) Conference** – Sedona had booth presence within the AVFuel footprint. Two staff members attended the conference to promote Sedona and Red Rock Aviation. S&D are the folks who arrange chartered trips, and we want them to keep Sedona in their mindset when suggesting destinations. This potentially contributes to increased operations, visitation, and fuel sales. It is also an opportunity for our customer service representatives to personally interact with people they have only had the opportunity to make arrangements with via phone or email. We gave away Sedona Airport shirts for advertisement.

6) **Wings and Wheels** – Met with Sedona Car Club regarding 2025 arrangements. We secured the big tent, many vendors, aircraft, and made a connection with the Sedona Food Bank. Once again, we will be encouraging the public to bring canned goods to the event.

7) **Monthly Project Update** – We are continuing to look for FAA funding for the Focused Planning Study, fixing the infield drainage, helicopter six-pack design, new taxi lane off the west ramp, Alpha taxiway rehabilitation, and the section 743 land re-use for the 4.6-acre expansion of the Sky Ranch Lodge. It appears we have been offered two grants, but that is subject to change given the current political situation.

8) **Arizona Airport Association (AZAA)** – General Manager, Ed Rose has been selected as President for a one-year term.

9) **Arizona Airport of the Year** – Sedona Airport was named 2025 Airport of the Year by ADOT, a great honor.

10) **Scholarship Award** – Our own Alek Herman is the proud recipient of a scholarship in Aviation Management.

11) **Intern** – Khanh Tran is a senior at Embry Riddle University and will be here this summer as an intern.

12) **Hangar Inspections** – The hangar inspections are complete, with the exception of being unable to access one hangar. Efforts to coordinate with that hangar owner are ongoing. There was some difficulty in determining actual use of a few hangars and, again, efforts are ongoing to confirm those uses. This final report is being compiled and will be given to the GM for any further action.

13) **Letter from the Secretary of Transportation** – SOCAA received a letter delineating what is required by airports to continue to be considered for funding based on compliance with Grant Assurances. That letter was distributed to members of the Board.

14) **Fire extinguishers** - Verde Valley Fire will be doing the fire extinguisher inspections this year. More information to follow as it becomes known.

f. **Business Manager** – A draft of the audited financial statements, prepared by our CPA, will be loaded into Dropbox as soon as it has been reviewed by the Business Office. Sales of fuel to the military is down 61% as compared to the same quarter of 2024, but this seems to be offset by jet fuel sales to non-military planes. Our net ordinary income is up 63% from the same quarter last year. Treasurer Barber reiterated his desire to make sure it is clearly shown in the audit and on our

accounting sheets which assets are liquid assets versus fixed assets (most of which are owned by Yavapai County). The Business Manager ensured this would be addressed with the CPA.

Agenda Item VI. Unfinished Business: The Civil Air Patrol initially presented a proposal to the SOCAA Board at the Regular Meeting on December 4, 2024. The SOCAA Board approved items 1-3 of the CAP proposal. Item 4, the proposed installation of a septic system to serve the CAP hangar, and potentially other hangars on that row, was discussed at length, tabled, and then removed from the table at the February 24, 2025, Board meeting. Item 4 was again reviewed along with accompanying documents. No action was taken in February pending a response from the Airport's sponsor, Yavapai County. A written response from Chris Steele, Assistant Public Works Director, Yavapai County, since has been received. The response indicates if SOCAA wishes to pursue the CAP options, those options would have to be vetted through Environmental Services with County Development Services. He continued, "if sewer has never been available and there are no near-term plans to establish sewer for the hangar owners, I think it is safe to deny this deviation from standard practice." The General Manager feels strongly the alternatives proposed by CAP to date are not a precedent SOCAA wants to set and is not in favor of the proposal. The issue was tabled again (Vice-President Cooper moved to table, Treasurer Barber seconded, and the motion carried unanimously) because one of the CAP members indicated he wanted to use the Call to the Public to bring up new information. After the public comment, the Board removed the item from table. No action was taken.

Agenda Item VII. New Business:

a. Rates, Fees, and Charges Study and Recommendations. The study was reviewed and discussed at the April 9, 2025, SOCAA Board meeting/workshop and a public hearing was held earlier in this meeting with no comments or questions from the public. Ed Rose, General Manager made the following recommendations: Item 1) Defer non-critical, airport-funded hangar development projects or conduct an RFP for near-term private development of hangars. The General Manager believes SOCAA is not in a financial position to support any hangar development projects. Item 2) 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 \$1,050 and upon any transfer, a new ground lease rate would be applied. Item 3) Establish a commercial, non-aeronautical recovery fee for off-airport operators. The GM recommends a 10% of gross fee be implemented for off-airport operators. Before initiating this, SOCAA needs to prepare formal Ground Transportation Rules and Regulations Policy. Item 4) Remove landing fee waivers for transient operators. The GM recommends removing these waivers. Item 5) 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. Item 6) Standardize monthly aircraft parking rates at five times the nightly rate and establish a daily rate for exclusive use of aeronautical facilities based on proportional use. The GM agrees with this recommendation. This will more equitably categorize aircraft which is consistent with Grant Assurances. Vice-President Cooper moved to approve the GM's recommendations except for Item 2. The GM is encouraged to provide alternatives for that option. Treasurer Barber seconded the motion. Motion carried unanimously.

b. Sky Ranch Lodge. Review the CATEX Planning Services Contract with Coffman Associates for the Part 743 Land Re-use Request. The FAA lessened the requirements and are only requiring the CATEX for the environmental assessment now. Vice-President Cooper moved to approve the service contract as requested; Secretary Uhrig seconded the motion. Motion carried unanimously.

c. Fire Suppression Water Project. Ligon Excavation bid on the Emergency standby generator, and Dibble Engineering bid on the Administration of Construction. The total will be approximately \$353,320.42. Treasurer Barber moved to approve the two components of the project as

recommended by the General Manager; Vice-President Cooper seconded the motion. Motion carried unanimously.

d. Nomination of Director Mike Schroeder for a second five-year term on the SOCAA Board. Treasurer Barber moved to nominate Mike Schroeder for a second five-year term; Vice-President Cooper whole heartedly seconded the motion. Motion carried unanimously.

e. Request to purchase a new pickup truck and plow to replace the failing Dodge pickup truck. Secretary Uhrig moved to approve the purchase of a new truck and plow not to exceed \$100,000; Vice-President Cooper seconded the motion. Motion carried unanimously.

Agenda Item VIII. Call to the Public:

a. Lane Kim, representing the Civil Air Patrol, reported he spoke with Chris Steele and his replacement Alex Eckel (Mr. Steele was promoted) at the County regarding a septic system for the CAP hangar. CAP is researching the feasibility of tying into the septic system used by the modular buildings.

b. Ed Kettler expressed the opinion contracting with a third party that collects ADSB data in order to collect landing fees for the airport is potentially dangerous. There have been known instances in which pilots have intentionally turned off their ADSB systems to avoid landing fees, thereby creating an unsafe operating environment. Mr. Kettler reported there are currently various lawsuits around the country specifically about this matter since the FAA mandate for airplanes to install an ADSB system was based purely and solely on aviation safety.

c. Jason Martin echoed Mr. Kettler's comments. He expressed the opinion firefighting helicopter fees can be too high, causing firefighters to choose to go to a different airport, thereby removing firefighting protection from an area.

Agenda Item IX: Call for Vote to Convene Executive Session: There was no call for an Executive Session.

Agenda Item X: Possible action from an Executive Session. None.

Agenda Item XI: At 3:23 p.m., Vice-President Cooper moved to adjourn the Regular Meeting; Treasurer Barber seconded. Motion carried unanimously.

Certified as Accurate and Correct:

Dated this _____ day of _____ 2025
Sedona-Oak Creek Airport Authority

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

BY: _____
Vice-President David Cooper
SOCAA Board of Directors