



**SEDONA-OAK CREEK
AIRPORT AUTHORITY**

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

February 24, 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 a Regular Meeting to be convened Monday, February 24, 2025, 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. As indicated in the Agenda, pursuant to A.R.S. § 38-431.03 (A)(3), the Board will 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) and (A)(1). Board members, presenters, and/or attorney(s) may be present telephonically.

Notices of the meeting, as required by A.R.S. §38-431.02, have been appropriately posted in the main terminal building and on the web at www.sedonaaairport.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 Special Meeting is as follows:

- I. Call to Order/Pledge of Allegiance.
- II. Roll call.
- III. Consent Agenda:
 - a. Minutes of the Special Meeting held February 6, 2025
 - b. Minutes of the Executive Session February 6, 2025
- IV. 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
- V. Presentation by Coffman Associates and AGP Partners on Rates and Charges Study.
Presentation will include recommendations. Discussion; Questions and Responses. Action may be taken to accept the report as presented. Further action may be taken under "New Business."
- VI. Unfinished Business:
 - a. Entertain Motion to Move Item 4 of Request from Civil Air Patrol from Table. At the SOCAA Regular Meeting held December 4, 2024, the SOCAA Board approved items 1-3 of CAP Proposal. Item 4, Proposed Installation of a Septic System solely to serve the CAP hangar, was discussed at length, and Director Scott Schroeder moved to approve Items 1-3 pending the General Manager's considerations are met, and Table Item 4 until CAP looks more seriously at utilizing an existing nearby septic system. Secretary Uhrig seconded, and the motion carried. Review, discussion, possible action to remove Item from Table.

- b. If Item 4 - Proposal to Install a Septic System - is removed from Table, the Proposal will be revisited, reviewed, discussed, and action may be taken.

VII. New Business:

- a. Recommendations made and presented by Coffman Associates and AGP Partners on Rates and Charges Study. Review, discussion, and possible action.
- b. Set date for Public Hearing (at least 30 days out) for public comment on recommendations made in Rates and Charges Study and Report. Review, discussion, possible action.
- c. Minimum Standards; Review and Update Contract with Coffman Associates. Review, discussion, possible action.
- d. Appointment of an Ad Hoc Committee to initiate review of the current Master Lease between SOCAA and Yavapai County. This committee will work with SOCAA's General Manager and will make recommendations to the SOCAA Board in the future. Review, discussion, and possible action.
- e. Proposed Two-Year Extension of Contract with AvFuel to Supply Fuel to Airport. Review, discussion, and possible action.
- f. Request from Airport General Manager to purchase aircraft recovery equipment. Request is for funds to purchase recommended equipment not to exceed \$12,450. Review, discussion, possible action.

VIII. 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.

IX. 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. Review contract with and performance of General Manager pursuant to A.R.S. §38-431.03 (A)(1).


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

XI. Adjournment.

Dated this 19 day of February 2025.

Agenda Approved:

By: 
Pamela Fazzini, President
SOCAA Board of Directors

By: 
David Cooper, Vice-President
SOCAA Board of Directors