



SEDONA-OAK CREEK  
AIRPORT AUTHORITY

**Airport Terminal Conference Room  
Minutes of the Regular Meeting – April 23, 2018.**  
Pursuant to A.R.S. §38-431.01(B)

**Directors Present:** President Harold Idell, Vice President Pam Fazzini, Director Steve Hein, Director Bill DeGroff and Director Allyson Thorn.

**Directors Absent:** Secretary/Treasurer Jim Brock.

**Counsel Present:** Attorney Tony Cullum (Executive session only)

**Staff Present:** Business Manager Nelson Durkee, Operations Manager Damon Anderson, Airport Coordinator Jacob Allen.

**Agenda Item #I. – Call to Order:** The meeting was called to order by President Idell at 2:30 p.m.

**Agenda Item #II. – Approve Minutes of the February 26, 2018 Regular Meeting, February 26, Executive Session and April 13, 2018 Special Meeting.** Vice President Fazzini made a motion to approve the minutes from the February 26, 2018 Regular Meeting. The motion was seconded by Director DeGroff and unanimously approved. Vice President Fazzini made a motion to approve the minutes from the February 26, 2018 Executive Session. The motion was seconded by Director DeGroff and unanimously approved. Vice President Fazzini made a motion to approve the minutes from the April 13, 2018 Special Meeting. The motion was seconded by Director DeGroff and unanimously approved.

**Agenda Item #III. – Reports:**

**President:** None.

**Vice President:** None.

**Secretary/Treasurer:** Absent.

**Business Manager:** Mr. Durkee reported first quarter revenues were significantly over budget. Expenses, excluding legal costs, were slightly under budget. Despite significant legal expenses, the airport's cash position remains strong.

**Operations Manager:** Mr. Anderson reported the airport had hired a contractor to perform a sweep of the runway and taxiway areas as a one-time trial. Two bids have been received to perform the sweep on a quarterly basis. The cost of the bids ranged from a low of \$7200 to a high of \$9600 per year.

The Airport enjoyed a very busy weekend because of an event scheduled at the Enchantment Resort.

Mr. Anderson also commented that the Airport had no discrepancies noted as a result of a recent fuel quality control inspection.

**Airport Coordinator:** Mr. Allen reported on the progress of the ongoing water project. Purchase of a new water pump to increase capacity has been approved. A blue stake mapping of the existing lines has been completed. Further meetings are planned for the following week.

**Agenda Item #IV. – Old Business: None**

**Agenda Item #V. – New Business:**

a. Fuel Farm Upgrade: The Operations Manager, Mr. Anderson reported to the Board on the status of the Fuel Farm Upgrade Project. Because of the significant expense involved with the project he suggested the upgrade be accomplished in two to three phases over this and the following years. Because it is the most critical, Phase one should consist of construction of the containment fields for the tanks and trucks. The Board previously approved funds of \$92,000 to be spent in 2018 to start the project. Mr. Anderson is presently seeking bids for this phase and will report back to the Board at a future meeting.

b. Airport Day 2018: President Idell has recommended the event be postponed this year. The Board is presently seeking a new Airport Manager and because of legal and other issues he felt it would be a lot to task a new manager with in such a short period of time. Following some discussion, Vice President Fazzini made a motion to not schedule the event this year. The motion was seconded by Director Degroff. The motion was approved by a four to one vote with Directors Idell, Fazzini, Degroff and Thorn voting in favor of the motion and Director Hein voting against the motion.

**Agenda Item #VIII. – Public Comment:** This agenda item was moved up in the schedule for the convenience of the Public as all other agenda items were completed as a lengthy Executive Session was expected.

Ms. Jill Rowland expressed disappointment in the boards decision to cancel Airport Day this year as she felt the event was always well received by the community and allowed an interface between the General Public and the Airport.

**Agenda Item #VI. – Call for vote to convene Executive Session pursuant to A.R.S. §38-431.03(A)(1):** Vice President Fazzini made a motion to move the meeting into Executive Session. The motion was seconded by Director DeGroff and unanimously approved. Because of a possible conflict of interest, Director Hein recused himself from the session. The Executive Session was convened at 3:15 p.m. for discussion of ongoing legal issues. Following conclusion of the Executive Session at 3:58 p.m. President Idell reconvened the Regular Session.

**Agenda Item #VII. – Motions and Votes on items discussed in Executive Session: None.**

**Agenda Item #IX – Adjournment:** There being no further business before the Board, President Idell adjourned the meeting at 3:59 p.m.

**Certified as Accurate and Correct:**

Dated this 26th day of April 2018.  
Sedona-Oak Creek Airport Authority

BY:  for  
Jim Brock, Secretary/Treasurer

Minutes Approved

BY:   
Harold Idell, President