



SEDONA-OAK CREEK
AIRPORT AUTHORITY

**Airport Terminal Conference Room
Minutes of the Regular Meeting – April 24, 2017.
Pursuant to A.R.S. §38-431.01(B)**

Directors Present: President Giorgio Cagliero, Vice President Pam Fazzini, Secretary/Treasurer Jim Brock, Director Steve Hein, Director Roy Daniels, and Director Bill DeGroff.

Directors Absent: Director Harold Idell

Present Telephonically: Attorney Tony Cullum (Executive Session only)

Staff Present: Airport Manager Amanda Shankland, Business Manager Nelson Durkee.

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

Agenda Item #II. – Approve Minutes of the February 27, 2017 Regular Meeting and Executive Session. Vice President Fazzini made a motion the minutes from the February 27, 2017 Regular and Executive Session be approved as written. The motion was seconded by Director Daniels and unanimously approved.

Agenda Item #III. – Reports:

President: None

Vice President: None.

Secretary/Treasurer: Mr. Brock reported that the first quarter results were encouraging. Jet fuel was ahead of plan and Avgas was at plan. Operating costs were reported to be over budget. Net income was reported over plan for the first quarter.

General Manager: Ms. Shankland reported on the following:

- A list of projected projects with associated risk calculations.
- Updates on the PAPI project, Overlook and paid parking and the Hangar development and water upgrade project.
- Highlights of a letter from the Arizona Airports Administration (AzAA) states that since 1997, the State Legislature has transferred over \$114 million in funds from the State Aviation Fund, designated for aviation funding purposes, into non-aviation related purposes such as State budgetary shortfalls.

Business Manager: Mr. Durkee noted the 2016 Audited Financial Report and presentation will not be available until the next Board Meeting which is scheduled for June 26, 2017.

Agenda Item #IV. – Public Comment: Bob Stevens announced that if someone is looking for cactus he has quite a bit available at his hangar.

Agenda Item #V. – Old Business: None

Agenda Item #VI. – New Business:

a. Fuel Farm Engineering: Discussion/Possible Action: After some discussion concerning revising the engineering design to include the use of larger fuel tanks, Director Daniels made a motion to award the engineering design contract to Larson Engineering, Inc. The motion was seconded by Director DeGroff and was unanimously approved.

b. Parking Lot Update: Discussion and Possible Action: General Manager Shankland reported four part-time employees have been hired to staff the Security Building. No further action was taken at this time by the Board.

c. Rules and Regulations: Minimum Standards Update: The purpose of this agenda item was to separate the Minimum Standards into two separate documents. One for Minimum Standards and one for Rules and Regulations. Vice President Fazzini asked that additional changes be included in the final documents. After further discussion, Vice President Fazzini made a motion to approve the separation with the amended changes. The motion was seconded by Secretary/Treasurer Brock and was unanimously approved.

d. License Agreement for Non-Aeronautical Activities; Discussion/Possible Action: This agenda item is to seek approval specifically for the licensing of Commercial Car Rental activity at the Airport. The Board suggested the document title be revised to indicate this License applies to car rental activities only. President Cagliero made a motion to approve the agreement with the amended changes. The motion was seconded by Director DeGroff and was unanimously approved.

Agenda Item VII. – Call for vote to convene Executive Session pursuant to A.R.S. §38-431.03(A)(3). Director Daniels made a motion to move the meeting into Executive Session. The motion was seconded by Director Hein and unanimously approved. The Executive Session was convened at 3:25 p.m. to discuss ongoing legal issues. Following conclusion of the Executive Session at 4:15 p.m., President Cagliero reconvened the Regular Session.

Agenda Item VIII. – Motions and votes on items discussed in Executive Session. None.

Agenda Item #IX – Adjournment: Prior to adjournment, Director Hein presented a brief eulogy following the recent passing of Mr. Jay Pratt. There being no further business before the Board, President Cagliero declared the meeting adjourned at 4:18 p.m.

Certified as Accurate and Correct:

Dated this 27th day of April 2017
Sedona-Oak Creek Airport Authority

BY: _____
Jim Brock, Secretary/Treasurer

Minutes Approved

BY: _____
Giorgio Cagliero, President