



SEDONA-OAK CREEK  
AIRPORT AUTHORITY

**Airport Terminal Conference Room  
Minutes of the Regular Meeting – October 24, 2016.**  
Pursuant to A.R.S. §38-431.01(B)

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

**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 September 9, 2016 Special Meeting.**  
Secretary/Treasurer Jim Brock made a motion to approve the minutes of the September 9, 2016 Special Meeting. The motion was seconded by Vice President Fazzini and unanimously approved.

**Agenda Item #III. – Reports:**

**President:** None

**Vice President:** None.

**Secretary/Treasurer:** None

**General Manager:** Ms. Shankland reported on the following:

- Construction work on Air Terminal Drive and the Parking Lot are not expected to be completed until December 1, 2016.
- The Chamber of Commerce has presented a plaque commemorating 25 years of Chamber Membership.
- A.A.F.F. training was recently completed with approximately 70 people participating.
- Brief reports concerning our Community Partners, FAA, Yavapai County, Forest Service, City of Sedona and the local community were presented.

**Business Manager:** Mr. Durkee reported unexpected and better than expected revenues from an American Messaging settlement, Forest Service, Sky Ranch Lodge and Av Gas sales for the third quarter has resulted in decreasing by \$50,000 the year to date P&L deficit as compared to the budget. The present deficit is \$20,000.

**Agenda Item #IV. – Public Comment:** Mr. Bob Stephens complimented the Airport on its aggressive AvGas pricing which has resulted in a noticeable increase of traffic into the Airport.

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

**Agenda Item #VI. – New Business:**

- a. Vacant Board Position: President Cagliero noted the Board would convene into Executive Session for interviewing the applicants who had applied in response to the vacant board seat.

- b. Fiscal Year 2017 Annual Revenue and Expenditure Budget: After some discussion, Director Hein made a motion the Board approve the proposed budget. The motion was seconded by Vice President Fazzini and unanimously approved except for Director Daniels who voted against approval.
- c. Minimum Standards Policy Manual revision: General Manager Shankland informed the Board that changes were made to the Manual removing and replacing references to Sedona Airport Administration with Sedona-Oak Creek Airport Authority. An additional change capped the size limit of Day Tanks to 500 gallons. Vice President Fazzini made a motion to approve the proposed revisions to the Minimum Standards Manual. The motion was seconded by Director Hein and unanimously approved.

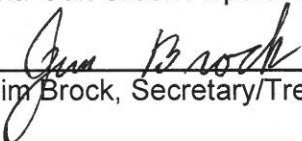
**Agenda Item VII. – Call for vote to convene Executive Session pursuant to A.R.S. §38-431.03(A)(1) and A.R.S. §38-431.03(A)(3).** Vice President Fazzini made a motion for the Board to convene in Executive Session. The motion was seconded by Director DeGroff and was unanimously approved. The Executive Session was convened at 3:30 p.m. to interview the two applicants applying to fill the vacant board seat. Following conclusion of the Executive Session at 4:10 p.m., President Cagliero reconvened the Regular Session.

**Agenda Item VIII. – Motions and votes on items discussed in Executive Session.** Business Manager Durkee tallied the results of a written ballot and announced that applicant Harold Idell had been elected to the vacant board seat.

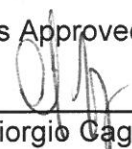
**Agenda Item #IX – Adjournment:** There being no further business before the Board, President Cagliero declared the meeting adjourned at 4:25 p.m.

**Certified as Accurate and Correct:**

Dated this 27th day of October, 2016  
Sedona-Oak Creek Airport Authority

BY:   
Jim Brock, Secretary/Treasurer

Minutes Approved

BY:   
Giorgio Cagliero, President