



# Sedona–Oak Creek Airport Authority

235 Air Terminal Drive • Sedona, Arizona 86336

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## **Airport Terminal Conference Room Minutes of the Regular Meeting – April 25, 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 and Director Bill DeGroff.

**Directors Absent:** Director Duey Roland

**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 22, 2016 Regular Meeting.** Vice President Fazzini made a motion to approve the minutes of the February 22, 2016 Regular Meeting. The motion was seconded by Director Daniels and unanimously approved.

### **Agenda Item #III. – Reports:**

**President:** None

**Vice President:** None

**Secretary/Treasurer:** Secretary/Treasurer Brock commented on the favorable economic impact the Sedona Airport has on Sedona and the surrounding communities.

**Business Manager:** Mr. Durkee provided a report on the following topics:

- Profit and Loss statements; Profit and Loss Budget vs Actual and Profit and Loss first quarter of 2016 vs the first quarter of 2015.
- The Audited Financial Statements are incomplete at this time and will be presented at the June 27 meeting.

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

- Safety – A new AED was purchased for the Lobby  
All Red Rock Aviation staff will be equipped with radios to improve Airport communications  
Safety training for driving on the Airfield will be provided to Limousine operators.  
In addition, the Sedona Fire District will be allowed to use the SW apron area for their training purposes.
- Security – Perimeter fencing has been installed in front of the restaurant.  
Access through Gate “A” will be limited to Emergency & Airport vehicles.
- Beautification – Terminal, sidewalk and landscaping efforts are basically complete.

**Agenda Item #IV. – Public Comment:** Bob Stephens complimented the Board of Directors, Management and Airport Staff on “jobs well done”.

**Agenda Item #V. – Old Business:**

a. Westwind Lease: Vice President Fazzini made a motion to approve the Westwind commercial Lease. The motion was seconded by Director DeGroff and unanimously approved. A new lease was required to move Westwind from the Terminal to shared modular space with Hillsboro Aviation.

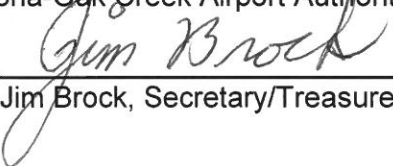
**Agenda Item #VI. – New Business:**

- a. Bucktooth Walrus Lease: After some discussion the Board recommended the lease not be approved until some discrepancies noted within the lease language were corrected. Vice President Fazzini made a motion to table further action on the lease. The motion was seconded by Director Hein and unanimously approved.
- b. Amendment to Airport Lease Agreement dated February 1, 2003 between Yavapai County and the Sedona-Oak Creek Airport Authority. Vice President Fazzini made a motion to accept the Amendment as written. The motion was seconded by Director DeGroff and unanimously approved.


**Agenda Item #VII – Adjournment:** There being no further business before the Board, President Cagliero declared the meeting adjourned at 3:00 p.m.

**Certified as Accurate and Correct:**

Dated this 28th day of April, 2016  
Sedona-Oak Creek Airport Authority

BY:   
Jim Brock, Secretary/Treasurer

Minutes Approved

BY:   
Giorgio Cagliero, President