



SEDONA-OAK CREEK  
AIRPORT AUTHORITY

**Airport Terminal Conference Room**  
**Minutes of the Annual Meeting – December 4, 2017**  
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 DeGroff and Director Harold Idell.

**Staff Present:** Airport Manager Amanda Shankland, Business Manager Nelson Durkee and Operations Manager Damon Anderson.

**Agenda Item #I. – Call to Order:** The meeting was called to order by President Cagliero at 2:33 p.m.

**Agenda Item #II. – Approve Minutes of the October 30, 2017 Regular Meeting and Executive Session:** Vice President Fazzini noted there were several numbering issues with the original minutes previously sent to the Board. These issues have since been corrected and did not affect the content of the minutes. There being no further discussion, Vice President Fazzini made a motion to approve the minutes as corrected. The motion was seconded by Director DeGroff and unanimously approved.

**Agenda Item #III. – Reports:**

**President:** None.

**Vice President:** None

**Secretary/Treasurer:** Mr. Brock reported revenue from fuel sales remain strong and volume sold are at their best level since 2007. Airside related services have also significantly exceeded budgeted amounts. On the expense side, spending exceeded budget by twenty percent. The major areas of spending remain with payroll, travel and outside services.

**General Manager:** Ms. Shankland commented that the water issue for planned hangar expansion is moving ever closer to resolution. A meeting is planned for January 9 and final approval is expected January 23, 2018.

A commissioning flight inspection of the recently completed PAPI installation is scheduled for December 7, 2017 at approximately 8:30 a.m.

All are invited to attend a Holiday Potluck in the lobby of the Terminal Building on Monday, December 11 between 11 and 2.

**Business Manager:** Mr. Durkee reported that funding previously advanced to the State for the PAPI and R/W 3/21 projects have since been returned to the Airport.

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

**Agenda Item #V. – New Business:**

**a. Sedona Car Rentals Lease:** Discussion/Possible action. Vice President Fazzini noted there were many corrections needed to the Lease and License that should be modified prior to being presented to the Board for approval. Following a brief discussion, Vice President Fazzini made a motion to table this agenda item until the next board meeting. The motion was seconded by Secretary/Treasurer Brock and was unanimously approved.

**b. Election of Officers:** Ballots were distributed to all Board Members for the vote on election of Officers for 2018. Following tabulation of the ballots by the General Manager and the Business Manager, the Business Manager announced that Secretary/Treasurer Brock was re-elected to serve another term as Secretary/Treasurer, Vice President Fazzini was re-elected to serve another term as Vice President and Director Harold Idell was elected to the position of Board President.

**Agenda Item #VI. – 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):** Director DeGroff made a motion for the Board to convene into Executive Session. The motion was seconded by Director Daniels and was unanimously approved. The Executive Session was convened at 3:00 p.m. to discuss Personnel issues and ongoing legal issues. Following conclusion of the Executive Session at 4:00 p.m., President Cagliero reconvened the Regular Session.

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

**Agenda Item #VIII. – Public Comment:** None.


**Agenda Item #IX – Adjournment:** There being no further business before the Board, President Cagliero declared the meeting adjourned at 4:01 p.m.

**Certified as Accurate and Correct:**

Dated this 6th day of December 2017  
Sedona-Oak Creek Airport Authority

BY:   
Jim Brock, Secretary/Treasurer

Minutes Approved

BY:   
Giorgio Cagliero, President