



SEDONA-OAK CREEK  
AIRPORT AUTHORITY

**Airport Terminal Conference Room  
Minutes of the Regular Meeting – April 20, 2020  
Pursuant to A.R.S. §38-431.01(B)**

**Directors Present:** President Pam Fazzini, Director Scott Schroeder. Attending via Zoom: Vice-President David Cooper, Director Timothy Miller, Director David Palm, Director Mike Schroeder. Absent with Excuse: Director Harold Idell.

**Staff Present:** General Manager Ed Rose, Business Manager Nelson Durkee. Assistant to the Business Manager Patresa Miller was present via Zoom.

**Agenda Item #I.** – The meeting was called to order by President Fazzini at 2:31 p.m.

**Agenda Item #II. - Consent Agenda.** The Consent Agenda included the Minutes of the February 24, 2020 Regular Meeting and Executive Session; a one-year extension of the Civil Air Patrol Lease expiring 5/31/2020; a one-year extension of the Comello Office Lease expiring 6/30/2020; recommendation of Directors Scott Schroeder and Timothy Miller to the Yavapai County Board for approval to serve a second five-year term on the SOCAA Board, and the recognition and seating of newly-elected Director Mike Schroeder to the SOCAA Board. A motion to approve the Consent Agenda as submitted was made by Director Scott Schroeder and seconded by Director Timothy Miller. The motion carried unanimously.

**Agenda Item #III. – Reports by:**

**President:** Acknowledged employees for doing great job of keeping the Airport, as an essential business, open, operating and clean.

**Vice-President:** Congratulated the General Manager on the positive profile piece published about him in the *Red Rock News*.

**Secretary/Treasurer:** Acknowledged and thanked the City for placement of rocks to block unauthorized parking on Airport Road.

**General Manager:** Report was posted in Dropbox. Many scheduled activities have been postponed or canceled due to COVID-19 epidemic and quarantine.

**Business Manager:** First quarter financial report has been completed and posted. Audited financials for 2019 have been completed and sent to the County in a timely manner and are available on Dropbox for viewing by the Directors. April fuel sales are down 77% compared to budget.

**Agenda Item #IV. - Old Business:** There was no Old Business.

**Agenda Item #V. - New Business:**

- a. Payroll Protection Program: President Fazzini summarized the Small Business Administration's Payroll Protection Program and reviewed the application process (which has already been initiated), what the program covered and how it would benefit the Sedona Airport. The funds available through the program are considered a loan, various amounts of which may be forgiven depending on how the funds are used. Director Scott Schroeder then moved, and Director Miller seconded to ratify the decision to apply for funds through the program. After a brief discussion, the Motion carried by unanimous vote.
- b. Chase Bank CD Maturing May 10, 2020: A motion was made by Director David Palm and seconded by Director Scott Schroeder to ratify the decision to move the funds into the existing Chase Savings Account upon maturity of the Certificate of Deposit. After a brief discussion, the motion passed by unanimous vote.

**Agenda Item #VI. – Call to the Public:** No member of the public came forward to address the Board.

**Agenda Item #VII. – Call for Vote to Convene Executive Session pursuant to A.R.S. §38-431.03(A)(3).** Director Scott Schroeder moved, and Director Miller seconded to convene into Executive Session pursuant to the aforementioned statute. The motion passed unanimously at 2:57 p.m. Executive Session convened at 3:20 p.m. when the attorneys were available to join the meeting. The meeting was reconvened back to the public session at 4:04 p.m.

**Agenda Item #VIII. – Motion/Possible Action/Votes on items discussed in Executive Session:** There were no actions taken or motions made on business discussed in Executive Session.

**Agenda Item #IX. – Adjournment:** There being no further business before the Board, President Fazzini requested a motion to adjourn. Director Scott Schroeder moved, and Director Cooper seconded; the motion carried. The meeting adjourned at 4:05 p.m.

**Certified as Accurate and Correct:**

Dated this 22<sup>nd</sup> Day of June 2020  
Sedona Oak-Creek Airport Authority

Minutes Approved

BY: David M Cooper  
David Cooper, Vice President  
SOCAA Board of Directors

BY: Pamela A. Fazzini  
Pamela Fazzini, President  
SOCAA Board of Directors