

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
December 14, 2023

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, December 14, 2023, at 8:00 AM in the Cedar City Regional Airport Conference Room located at 2560 West Aviation Way, Cedar City, Utah.

PRESENT:

Burt Poulsen, Chairman
Jyl Schuler, Member
Terri Hartley, Member
Mike Bleak, Member
John Appel, Member
Vaughn Montgomery, Member
Mark Leavitt, Member
Tyler Galetka, Airport Manager
Anna Hernandez, PW Executive Assistant

Jon Jackson – AirLife Utah
Kirt McDaniel - Aviation
Gary Oura - TSA
Angie Tom – BLM Airtanker
Gary Christensen – BLM
Jeff Frehner - Citizen

ZOOM

None

ABSENT/EXCUSED:

Maria Twitchell, Member
Ryan Marshall, PW Director

APPROVAL OF MINUTES

Schuler moved motion to approve, Appel seconded, and all I's were in favor, that the minutes from the November 09, 2023, meeting be approved.

INFORMATIONAL ITEMS

Poulsen announced that it is Hartley's last board meeting. He Thanked her for services and time on the board. He mentioned that the board appreciated all her insight and everything she had offered. She will be truly missed. Hartley served on the Airport board for eight years.

- SkyWest – No representation.
Galetka gave an update; They have done the transition to the CRJ900 aircraft to have a regularly scheduled first class and comfort class options. Moving forward Galetka is hoping there are other options for the airport besides the 30-seat CRJ200. People like the first-class seating.

Enplanements are not looking great, YTD the airport is at 9,845 a little lower than what they want it. This month they are relying on that and the charters which will

put the airport at 10,000. The previous year put them at 11,500. A lot of that had to do with the schedule, it keeps changing. The leisure market has been down due to inflation. In quarter three for the airlines was reported poorly for their profits.

- T-O Engineers – No representation
Galetka gave an update; The Master Plan has moved forward, next month there should be some meetings pop up for the Technical Advisory Committee. They are going to start talking about the alternatives to what the airport wants to see, what they are expecting in Cedar City and the demand they want for the future. Identifying those locations for the air traffic control tower if needed and other configurations that we will see at the airport.
- TSA – Oura
Reported that it is nice to have an officer during the flight times, not that there are generally any issues. They do like to see their presents.

They are busy this weekend and that is probably due to the college letting out.

There is a meeting set-up with Galetka as far as bringing in an AIT machine. So they do not have to do all the pat downs. That would be for some time next year. That is the stand-up machine that you walk through and spins around.

- BLM – Christensen
Not a lot to report, there have been no fires. The season has been really slow, slowest this year.
- FBO – No representation
- SUU – No representation
Galetka mentioned that Dyches took a job with the state, he will be leaving SUU. He is going to work for Marvin Dodge. He has done a lot of great things for SUU and the airport; he will be missed.
- Aviation – McDaniel
AIP 49 project - They have been working on the terminal renovation/expansion plans, they will be out for bid next week. Expected to hear back by January 19th.

Galetka mentioned that they are hoping to get some good competitive bids next month. Construction costs have been very expensive, last year the anticipated

costs were in the 3.5 Mil range, now they are 4.5 Mil due to mostly inflation costs as well as adding a few more things. The airport is looking at redoing the HVAC controls, which are required. The current system is almost 20 years old.

Access Control systems will be included as well in the terminal expansion. With badge readers for the passenger side of things. They will have a system that will be able to change the doors to tie into the same access control system.

They will also be getting a new roof on part of the west side of the building, which is much needed replacement.

The crack seal on Taxiway Charlie 826 will probably start next month.

The fence project and other maintenance projects are wrapping up.

For the Boards information, they were bought out by Woolpert a few years ago. They are a company located in Dayton, Ohio. They will be changing from Aviation to Woolpert in January 2024.

- USDA – No representation.
- Airline Utah – Jackson
No Updates
- Open Forum – Shuler
Brought up an announcement for all to attend; This Saturday, December 16th at the Cedar City Cemetery is "Wreaths Across America". It is a tribute to all of the fallen veterans of all wars. There are about 1,300 veterans buried at the cemetery. The program will start at 2:00 PM. People are invited to place a wreath on or by the monument of each of the fallen veterans at the end of the program. Also, SUU aviation will be flying the missing man formation. They fly over the golf course, so that they can be seen by all at the cemetery.

AIRPORT MANAGER'S REPORT

- Project Report
 - Taxiway A light Failure – On Taxiway Alpha there were a couple of days that they had their light system out, north of the intersection of the terminal all the way to Taxiway Alpha-1. Airport Ops had to start escorting the SkyWest jets at night from and to the runway to get out. That was repaired, that portion of the Taxiway was fixed. They are still trying to find where they have a break in

the line somewhere on the east side of the airfield. They have been able to isolate the area to get Alpha back into full use.

They also had another regulator burn up some wires, they are trying to patch together the airport lighting systems. They are anticipating that with the runway project coming in a couple of years to get a full new lighting circuit for Alpha. Either new halogen or new LEDs to get rid of the old lighting systems.

- FedEx Hangar Building Cleanup – The airport is getting ready for the new terminal project and new ARFF truck the firetruck for the airport. When they get their new one in October, they are going to find a place to store the old one. To have it regularly available as a backup truck. The FedEx building is the old radio communications building. It was not in good condition which the airport has gone through to repair. They are going to use that as their storage facility. They have found a lot of Christmas decorations and do not know where they came from.

Shuler will make some calls to see who they belong to. Poulsen will also contact sister-in-law who was involved in that.

- SkyWest Aircraft Change - Skipped
- Snow and Ice Control Committee (SICC) – Nothing really to report, have not had any snowstorms except for black Friday and that went well.
- Airline Advisory Committee (AAC) – The progress with the Airline Committee for airline development. Met with the mayor and have been for the last two months every two weeks. There have been conversations about what to see ahead and the things that will be running into. How to get an airline to come to Cedar City. There also has been a lot of conversation about SkyWest. They have decided to bring their staff out to Cedar City and treat them to an event and show them around. S. Phillips from the City Council will be spearheading that show casing Cedar City.

The airline consultant that was hired worked for Spirit airlines, he will be providing some key information on how to bring in airlines to the city, what best to do to build a good partnership.

There were discussions about the plans for the future for EAS contract and try to keep SkyWest as long as we can.

The focus of this committee is to see a low-cost carrier or ultra low-cost carrier with two rotations a week in Cedar City.

At the end of January or beginning of February, Galetka is hoping to meet with Allegiant down at their headquarters to build some relationships. Reports are that Allegiant currently has 128 aircraft and has 30 parked due to pilot shortages. They have had to cut routes down from 4 flights to 2 flights a week or cut out cities entirely. Galetka does not anticipate anything happening with Allegiant anytime soon.

There was a question about who all is on the committee.

The mayor and Phillips are fronting it, with Galetka, Steve Farmer (the old airport manager) is participating, J. Shuler, M. Twitchell, D. Dyches who will be leaving. Scott Swan with Swan Technologies, Evan Berg, the consultant from the airlines and David the new economic development director.

Galetka has requested if anyone has any recommendation on who has experience in Airline Development as an Analyst or airport affairs.

- New Master Plan Appendix–Terminal Assessment – What the airport is having done is a Terminal Assessment. They are going to look through the terminal part of the project if the airport is planning on whatever aircraft. They are going to look at all the infrastructure of the terminal. They will also look at the age of the facility, the building is coming on 20 years. Also look at what might need replacing in the future. The boilers and HVAC systems or plumbing. They will be performing a full analysis of the airport as the airport will be expanding the hold room and baggage claim. There are other areas in the terminal that will probably need to be expanded to accommodate a larger aircraft as well. They will be providing a report on that.

Action Item:

- O&O Investment Lease #2 – Jeff Obering wants to build another hangar at the airport. The airport made a lease with him about two months ago on the north area, located at the north taxi lane by tanker base. They are 100 x 100-foot hangars. The first one Mr. Chaney has, the 2nd one is Mr. Obering and he wants the 3rd one as well. Galetka was hoping to have the site plan ready for the city, but he still has not received that yet from legal. It would be exactly as the one next to it, same price, lot size and dimensions one lot over. His intention is to have two separate hangars.

There was a question if they can build one larger hangar on two lots?

Galetka said it would be more of a Board and Council approval if they are allowed to. Mr. Obering has not expressed any intention to do so.

Leavitt motioned to approve the lease agreement with Hartley seconded and all I's were in favor.

- Shuler asked a question, last week on social media of SkyWest larger jet coming in and the excitement that the airport has for that. One of the comments mentioned coffee and change machines. The discussion came up at the last meeting, is there anymore movement with the representative with the ATM machine that wants to place it at the airport. As well as is there any change with any of the vending machines.

Galetka stated that he needs to get a fee to propose to the City Council so they can approve that before anything can be done.

With the vending machines, the representative mentioned that he has ordered a card reader machine for that. Galetka will follow up with him.

A coffee machine is something that Galetka is looking into to start off with.

- Galetka mentioned that the fireplace downstairs will be replacing the controllers on it and start running it in the wintertime. Start it up during the flight times then shut it down once the flight leaves so it is not running non-stop. Perhaps looking into getting a timer for it.

As there was nothing further, the meeting adjourned at 8:38 AM.