

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
April 11, 2024

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, April 11, 2024, at 8:00 AM in the Cedar City Regional Airport Conference Room located at 2560 West Aviation Way, Cedar City, Utah.

PRESENT:

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| Burt Poulsen, Chairman | Blaine Nay – AOPA |
| Mark Leavitt, Member | Kirt McDaniel - Woolpert |
| Scott Phillips, Council | Gary Oura - TSA |
| Mike Bleak, Member | Mike Mower - SUU |
| Vaughn Montgomery, Member | Chris Cox - SUU |
| Maria Twitchell, Member | Kim Ellis – Former Airport Mgr. for multiple locations |
| Tyler Galetka, Airport Manager | Jeff Frehner - Citizen |
| Ryan Marshall, Public Works Director | |

Anna Hernandez, PW Executive Assistant

ABSENT/EXCUSED:

Jyl Shuler, Member
John Appel, Member

APPROVAL OF MINUTES

Phillips moved motion to approve, Bleak seconded, and all I's were in favor, that the minutes from the March 14, 2024, meeting be approved.

INFORMATIONAL ITEMS

- SkyWest – No representation. Galetka gave an update on the flight schedule; he did receive May's schedule. Two of the four and a half weeks of it have an early morning flight. It starts the third week early in the morning; fourth week is not and beyond that it goes back to the early morning. It is kind of confusing so the airport will not be putting anything out there because it is not consistent. However, it can be accessible through the website Delta.com and schedule out the summer early flights. Next month they will receive June's schedule and hope it will be consistent with early morning flights.
- T-O Engineers (Ardurra) – Galetka gave an update; they did their Master plan meetings yesterday for the alternative section of the Master plan process. The airport is about halfway done with the Master plan. A Technical Advisory meeting was held yesterday in the morning, a community one in the afternoon and in the evening had a public open house to discuss the alternatives and the future of CC airport. Once it is complete they will start going into the other documentation and the new airport layout plan and getting into the specifications for that.

They already had the forecast approved by the FAA, and the inventory of what they have. Looks like the biggest demands on what they are looking at for future development is an air traffic control tower. There was a graph that shows all the airports with air traffic control towers that exist. CC airport lies in the top twenty-five percent of busy airports, above the twenty five percent threshold that does not have a tower. The numbers provide justification for a tower. Moving forward as the airport goes through the application phase in getting into the contract tower program. Before the airport is approved and accepted into the program and can get a tower, it will need to be in the Master Plan. The airport is taking the right steps to getting it approved through the Master plan process.

There were a couple of things that were brought up on locations to where to put the control tower. There was an evaluation criterion that was done, rating of costs, accessibility, access to utilities, structure height as well as convenience to street side access. Six locations were identified which Galetka demonstrated on the airport map for all to see. According to the FAA calculations the closer the tower is to the runway the higher the tower needs to be, to be able to see each end of the runway threshold.

In the Master Plan it was talked about identifying an alternative location aside of what was demonstrated on the map. Keeping the runway extension as it was identified in the last Master Plan for a long-term plan.

Other topics discussed about alternatives to look at, future development ten years down the road. The airport eventually is going to need at least partial or full parallel taxiway on the westside of runway two-zero. That is something that is being added to the Master Plan. To have that go all the way down to the runway through threshold. It also identified some cargo areas, just with the new Iron Springs port that was brought into CC Iron County, the airport does not know what the needs are going to be for air cargo. Galetka wants to have the areas identified and be prepared to at least have a location picked out if there is a need that is requested to deliver air cargo through CC. Galetka referred to the map for locations.

The last topic was hangar development for more corporate hangars. Right now, there is more of a need for additional corporate hangar space. All the hangar space available right now is inside the fence. If there is a large customer or employee base, the airport does not want vehicles and customers driving in the airport through the fence. There is no parking, there is really no access for the public for any other reason. The next goal in the Master Plan and the airport plan if there is a way to add extra corporate hangar space with fence and street side access. The engineers are proposing

a location identified by Galetka on the map. To use different locations for public access, relocate a fence around that and have gates for fuel trucks and their vehicles to cross.

A big topic on the Master Plan is that eight two six was partially reconstructed in 2020, the middle section in 2014 all using state funds about seven hundred thousand dollars. The maintenance lies with the airport, where eight two six is not supported by the federal government. They will not fund the airport for any improvements or construction on eight two six. Giving the twenty-year timeline of pavement condition if the airport continues to use eight two six. The airport will be asking the state for funds or be self-funding a mill at that point and within ten years the airport will fully reconstruct eight two six. Looking at the data, runway eight two six is used less than one percent of the time and typically used by helicopters. The biggest use for eight two six is the center section for aircraft taxiing back from the runway. The engineers are giving a recommendation of potentially decommissioning eight two six in the future, at the twenty-year timeline or if there are any conflicts with it beforehand. At that point, converting into a taxiway, which will then be eligible for federal funding. Just some things to consider is the potential decommissioning eight two six.

There was feedback from SUU that they completely avoid eight two six simply because it puts the aircraft in a bad spot with potential near misses. From the helicopter standpoint they do not care.

There was a question on when is the 20-year life expectancy?

Galetka answered 2040, it is dependent on what condition the asphalt is in. It can go beyond twenty years or less depending on how it degrades within a decade. There needs to be a conversation with the state. The FAA is not going to hold the airport to keep the runway. It would be more the state's opinion and obviously the airport and city council on how they want to get there. The state did fund the reconstruction, and the airport will have to work with them to make sure they are ok if it can be decommissioned if needed.

If it is decommissioned, there are federal funds to take care of it as a taxiway. For a runway there are more restrictions on the conditions versus a taxiway.

The map shows the location of potential plans and/or development.

Marshall asked McDaniels does Alpha reconstruct to put a connector somewhere in the middle?

McDaniels answered that it is on the plan, but the FAA does not have the management on the project. The funding is in question. It will be carried over on the Master Plan. Marshall's concern about bringing in a tower, the airport will have to figure out a revenue source to manpower and to pay for it.

Galetka stated there needs to be something identified as non-aeronautical in the future. The main money makers at other airports are non-aeronautical whether it's through parking at the terminal, terminal concessions, landing fees or other revenues sources. Currently the airport's highest revenue source is the gravel pits. The airport does not anticipate paid parking in the near future.

- TSA – Oura No update
- BLM – No representative
- FBO – No representative
- SUU – Mower
Regarding the eight two six, they would be all in for use of a taxiway.

They have reduced any primary training going on in Cedar, it is primarily just stage checks. They should have a little more experienced instructor on board rather than the new guys.

- Woolpert – McDaniel
The project that was done last year, apron and taxiway asphalt and paint maintenance, was closed out by FAA. The Taxiway Charlie paved maintenance will be doing the seal coat sometime next month or so.

The fence project the airport did last fall the final report was sent to FAA; it can be closed out.

The ARFF truck is being manufactured now, just waiting for that.

The two projects this year:

- 1) The remarking of runway two two zero, they are hoping to get the review documents to Galetka and FAA this week.
- 2) For the plow that the airport is getting, they are putting in the plans for specifications then getting those to FAA.

The terminal reconstruction, they are working with the FAA for the funding for the grants as well as getting the file permit information so that permit can get issued in order to proceed.

Galetka also gave an update on the prairie dog and air space clearance. He is on with a third surveyor to try to survey the area around the terminal for prairie dogs. Galetka was notified by the FAA last month that they have had a lot of issues with surveyors performing prairie dog surveys that are not current. He had one scheduled the following day and had to cancel that because they were out of certification. The 2nd one was in the process of scheduling when he notified Galetka that he was not certified after all. He is now on a third surveyor who will be out that is certified to do a prairie dog clearance. That was what the holdup was searching for one, he will be looking for another source or two qualified to perform the survey. The airport has a permit to take prairie dogs off the airport, but still have to have a survey done to get the environmental complete before they can break ground and get a building permit.

With the FAA clearance the airport is trying to make sure they have the correct final documents back for the air space clearance and then have the permit. The contractors are ready to start and hoping to break ground this week.

There was a question on what the airport does to control the prairie dogs? Galetka stated that there is a prairie dog fence about two thirds of the airport that goes six feet underground that is chain linked. As well as a permit to liquidate them.

- USDA – No representative
- Open Forum – No Comments

AIRPORT MANAGER'S REPORT

- Project Report
 - Taxiway A Light Conversion – Chris Reid's goal before retirement was to get all the lights on Alpha converted over to new halogen bulbs in-house. It was completed and was a successful project.

The airport is working on hiring two new positions for next budget year.

- Water Leak in Keyhole x 2 – The cul-de-sac apron over by the SUU maintenance facility, there was a water leak under the asphalt. In a location where they had one two years ago that was repaired underneath the asphalt taxi lane. It is old piping that feeds the old Dome hangar in one of SUU hangars. It is not one of the traditional water utility services that goes under the airport. One leak was patched and the old leak from a year ago is now leaking into and damaging the asphalt.

Working with the Water department, it was decided to get rid of that line completely. There will be more discussions about getting the Dome hangar water to SUU. There is very high-water pressure at the airport so getting rid of the old pipe damaging the asphalt is definitely ideal.

- Weed/Thistle Spray – This is the season to work on the weed abatement as much as possible. Still fighting on getting rid of the thistle on and around the airport.
- New Operations Vehicle – The airport is very Thankful for the Animal Control department and Fleet. They were able to swap out one of the older vehicles for a new (used) pick-up truck.
- Airport Lobby Counter Repairs – Chris Reid’s last goal was to finish all the touch up work downstairs. All the car rental counters, some of the woodwork on the roof area, and over at SkyWest filled in all the spots that were cracked and re-stained with new edge pieces which were all completed prior to his departure.
- Terminal Project Construction Preparation – They are still working on getting closets clean out on that side to put in a new rack for access controls. They are ready to move all the furniture relocation. Displacing things during the reconstruction project.

Just as a reminder, for the terminal expansion at the next board meeting there will have to be another location identified to meet. Whether it is the city offices conference room or in festival hall. The Airport conference room will be closed to all during construction. There will be signs posted throughout the airport and communicate with Gabbie to post on website and social media.

- Snow and Ice Control Committee (SICC) – There have been no snowstorms to report on. The airport is preparing for the season close out meeting with SICC at the end of the month.
- Airline Advisory Committee (AAC) – They are starting to space out their meetings. They met with SkyWest a few weeks ago and it went great. They broke out into two separate meetings; the morning meeting was more of the local business representation. They are still shorted two thousand pilots due to schedule flexibility. They still want to go the charter route and have indicated they will be putting for the EAS contract and most likely it will be regular SkyWest airlines that will see in the EAS bid with the CRJ 550 the fifty-seater seven hundred. They are retro fitting them now.

Phillips mentioned that SkyWest is very committed to CC. The committee will want to meet with them annually at a minimum. Try to brand and market the airport.

Galetka mentioned that the airport is doing airline development and plans to go to the meetings once a year.

- Contract Tower Program – Application Phase – As discussed earlier, Galetka has been in conversation with some of Woolperts representatives about Towers. There are former FAA employees who are assisting with the application process for the contract tower program. If there is any feedback or concerns about it, contact Galetka.

With the application phase, the Master Plan should be finished about mid-2025. Applications for funding will be around springtime.

As there was nothing further, the meeting adjourned at 9:10 AM.