



# ROOSEVELT CITY | UT

Roosevelt City Airport Board  
July 11, 2024

Notice is hereby given that the Roosevelt City Airport Board will hold a regular meeting on July 11, 2024, at the Roosevelt Municipal Building, 255 South State Street, Roosevelt, Utah. The meeting shall begin promptly at 05:30 PM

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF PREVIOUS MINUTES
4. ENGINEER'S UPDATE ON PROJECTS & GRANTS
5. ACTION ITEMS

5.a. AIRPORT ELECTRICAL PANEL MAPPING, KIMBERLY SILVESTER

In support of the Perimeter Fencing Project, and in order to add the electronic gate to the panel, J-U-B's Electrical Engineer needs to have accurate listing of wiring and circuit loads inside both panels inside the Airport Electrical Vault. This may require shutting down power to the Airfield and/or Pilot lounge during the mapping. The Electrical Engineer needs to know:

- All wire sizes including panel feeder and branch circuits.
- All circuit breaker sizes, and number of spares and spaces.
- What item or component each circuit is powering
- Approximate load on each circuit – need current reading on each circuit for a couple days at least. We would be interested in the peak reading.
- Name plate data of the panel we will be feeding the gate from.
- Please include photos of each panel's nameplate as well as photos of all the circuit breakers. Also, include photos of the panel schedules if there are any. If the existing panel schedules are not accurate (do not properly list what load each circuit breaker is feeding) please have them draw up new panel schedules with the most current information.

*Recommendation that Kirby contact local electrician to map circuits and loads in both panels inside Airport Electrical Vault.*

5.b. USE OF MUNICIPAL AIRPORT BY DWR AND OTHER ORGANIZATIONS, KIRBY WOLFINJER

Staff are requesting a recommendation from the Airport Board regarding whether or not to allow other organizations to utilize the airport, and if so, what rules/ processes/ regulations would the board recommend?

5.c. OVERNIGHT/ SHORT STAY USE OF CITY HANGARS- RECOMMENDATION FOR CITY COUNCIL, KIRBY WOLFINJER

Currently, Roosevelt City only allows hangar use with a monthly lease agreement. There have been requests for short-term/ overnight use. This item was brought for discussion during the last airport board meeting, and it was requested that the board come up with a recommendation for the council regarding how temporary hangar use would be managed, including access to the

hangar (pin pad entry, staffed access etc.), liability for leaseholders, ensuring that current lessees would be able to maintain access, and the amount for the temporary use fee

5.d. CHANGING COMMON TRAFFIC ADVISORY FREQUENCY (CTAF) FOR ROOSEVELT MUNICIPAL AIRPORT 74V, VINCE REILEY

Discuss changing the CTAF frequency.

5.e. SEWER LINE DISCUSSION, VICE REILEY

Discuss what it would take to get sewer lines ran out to future development sites at the airport.

**6. ITEMS FOR FUTURE DISCUSSION**

**7. ADJOURN**