

CEDAR CITY REGIONAL AIRPORT BOARD MEETING  
February 13, 2025

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, February 13, 2025, at 8:00 AM in the Gate One Hangar Conference Room located at 2281 West Kittyhawk Drive, Cedar City, Utah.

PRESENT:

Vaughn Montgomery, Member  
John Appel, Member  
Maria Twitchell, Member  
Mike Bleak, Member  
Mark Leavitt, Member  
R. Scott Phillips, Councilman  
Tyler Galetka, Airport Manager  
Ryan Marshall, PW Director  
Anna Hernandez, PW Executive Assistant

J.J. McGuire – Sphere One  
Kirt McDaniel - Woolpert  
Chris Cox - SUU  
Blaine Nay - Citizen  
Chuck Taylor - SyberJet

ABSENT/EXCUSED:

Burt Poulsen, Chairperson

APPROVAL OF MINUTES

Phillips moved motion to approve, Montgomery seconded, and all I's were in favor that the minutes from the January's meeting be approved.

INFORMATIONAL ITEMS

- SkyWest – No representation. Galetka provided an update on enplanements for January, it was 639, the lowest he has seen in a couple of years. There were minor changes to the schedule for Tuesday's and Wednesday's instead of the morning departure they had a 2:00 departure instead. That was the only change, they have gone back now to the 9 AM departure times. There were no cancellations and minimal delays.

The FAA AIP requirement requires the airport to meet the ten thousand total enplanements per year. Last year in 2024 total enplanements for SkyWest were ten thousand, six hundred and sixty-three, there were also a thousand charter enplanements which made it closer to twelve thousand. It is still in the critical area where if they continue to see the low numbers in the coming months. January is typically a slow month.

Phillips questioned if it had to do with the Tuesday and Wednesday schedule.

Galetka answered it could potentially affect ticket purchases of around two hundred.

Galetka is requesting marketing funds through the County's TRCC award. He is going to try to with airport funding to do more local advertising this year. What he has noticed over the last couple of years is to make sure they are still marketing to the local community. With the new EAS contract, the ticket prices are reasonable. Operating costs have gone up.

There was a question whether SkyWest was marketing it?

Galetka answered that they do market and guarantee twenty thousand per year.

Twitchell asked when going through the applications, if they do a pixel on Delta.com so that the airport can track whether or not the advertising is direct and if they are getting that information?

Galetka will discuss this or set up a meeting with them to ask those questions. If they are partnered with SkyWest, then they should get data from them as well as the airport. The conversion is what the airport is concerned about, and they are not seeing it.

- Ardurra – No representation. Galetka gave an update that they are still working on the Master Plan. They are tentatively scheduling a public meeting/open house for the Master Plan process on Tuesday, March 4<sup>th</sup>, the time is still unknown most likely in the afternoon so that the public can also attend.

Currently they are waiting on the FAA approval process. This will be the final meeting and the final approval. Then wrap up the Master Plan and close out project in the spring.

- TSA – No representation.
- BLM – McGuire mentioned that Dietz has officially retired, and it looks like Court's put in for the position. Angie has applied for the Tanker Base manager position. They are both familiar with those roles.
- FBO – McGuire gave an update; it has been slow with the weather. They have seen a pick-up in GA coming in. They have several jets scheduled for this weekend to come in. LifeFlight is going in the hangar now, to make sure they do not get hit by any weather.
- SUU – Cox provided an update; on March 17th through the 19<sup>th</sup> SUU is anticipating having Nick Holt and his team with the temporary tower. To bring controllers and a remote temporary tower on the field.
- Woolpert – McDaniel gave an update; last month the crack seal was completed on runway eight-two-six. Tuesday, they had a meeting with Galetka and FAA on the projects for this year which is seal runway two-two-zero and also do some rubber removal buildup. That will go out to bid in May and do the seal in the summertime.
- USDA – No representation
- Open Forum – No comments

AIRPORT MANAGER'S REPORT

- Project Report
  - Pocket Gopher Issues -The airport has severe pocket gopher issues out on the airfield in the safety areas. They are looking at paying IFA to come out and bait them all. They are in the safety area along Alpha and Eight-Two-Six. They noticed them last year.
  - Safety area grading – The airport had their FAA inspection, so airport staff did some grading on the safety areas of two and two-zero. Working on cleaning up the airport. Try to come with a process procedure for maintaining the safety areas.
  - FAA/State Projects – With McDaniels providing an update on upcoming projects. The terminal project the airport is looking good, they are doing a lot of finished work like the wood pillars, walls are painted, the glass is ninety percent complete with doors and windows and tiles in the restroom.

There is a transition date for May 1<sup>st</sup>. The airport has cancelled the SkyWest flight on April 30<sup>th</sup> to allow the contractors to go in after the Tuesday AM flight to have 48 hours to transition over. Be at least 95% completed.

Galetka will be planning for the grand opening and has asked the board for any feedback.

Another current project with the FAA, the airport is still waiting on their snow blower that was ordered through the manufacturer. The airport should expect that by the end of the year December 2025.

- New ARFF Truck Delivery – The new ARFF truck was delivered two weeks ago. It is being stored in the snow removal building. The airport cannot operate it until the trainers come out from Rosenbauer. They are scheduled to come out at the end of March.

The fire department can load their equipment onto it but cannot load any of the chemicals or operate anything else on it. The radios will be programmed.

As soon as training is completed, they will close out the grant and get the truck on-line. Galetka has already informed FAA about it, approval will come through once it has been certified.

- FAA Annual Part 139 Inspection - The airport completed their Part 139 annual inspection with the FAA last week. The inspection went well, there are some changes that they are making to the airport plan that are out of date. There were some fuel issues with the fuel farm that the airport is addressing currently about how the waste barrels are stored and labeled and placard. They are waiting for the final letter from the FAA. It was one of the best inspections they've had.

- Iron County TRT Funding Award – The airport has been awarded ten thousand dollars for marketing with the airport through the TRT board. A shoutout was given to Iron County representative Twitchell for the award. As well as an additional ten thousand dollars for new route development for marketing if the airport was to get a new airline. The concept of that was to be able to provide an airline if they are interested, so that there are funds available to assist with marketing. It is an incentive that all airlines want to see when they come to a new market, to see what the airport can provide for them.
- Iron County TRCC Funding Award – Galetka mentioned that they have not received an award quite yet, they are still waiting for that. It was presented to request fifty thousand dollars of marketing funds. To aid with the existing airline market they currently have to bring customers in.

Then they asked for seventy thousand dollars for airport seating in the terminal. It is an airport cost per FAA. They are waiting for the awards and see what they can receive. Galetka stated that they have alternative plans with airport seating. Trying to get donations from Salt Lake City if they can or at least go through a process of bidding for some of their old seating if the airport cannot get any funding for it.

Phillips asked who is currently on the TRCC board?

Twitchell answered Daniel Aiken, Julie Padilla, Twitchell, Bleak and Donn Jersey.

- Air Traffic Control Tower (ATCT) letters of support and funding requests – The airport is still working through the process of the ATCT that is requested for Cedar City. They have applied through the Contract Tower program, and they are still waiting for the final award. Anticipating that the airport would be awarded the contract tower program acceptance. To where the ATCT are covered and paid for by the FAA, the only stipulation is the airport would have to find funding to construct a tower.

The airport is in the process of collecting letters of support to provide to the FAA, to aid in the acceptance letter and for funding requests. Then going to state legislators and potentially to congress to ask for funds for the tower. With total design and construction, it is estimated to be twenty million dollars for the tower.

Phillips asked about the letters of support, it is best to have more or more important to have key stakeholders. And, has Galetka reached out to the stakeholders.

Galetka stated key stakeholders. He has reached out to SkyWest, SUU, the Council, the mayor and has received letters from Tanker Base, and BLM regional office. Speaking to some representatives, potentially receiving one from the Chamber of Commerce as well and local business supporters. AOPA was suggested as well. Galetka has had conversations with the National Guard, they have provided the letters that the governor

sent out to move their unit out here. They cannot officially provide a letter of support, but they are aware of what the airport's intentions are and there will be conversations.

With the Federal contract tower program, the airport has five years to construct and have the tower certified. This year would be when they can get into the program and have five years.

**Action Item:**

Galetka to send out a template of letter for them to use to provide support.

Have board members speak with some legislators to support as well.

- Airline Advisory Committee (AAC) – They have met with SkyWest to discuss scheduling. The update on their scheduling, they are looking at getting one flight remain overnight. To where it comes in at night, stays on the ramp overnight and leaves in the morning. To have the early departure again.

Next year they will be getting additional aircraft. Their pilot numbers are strong except for not enough aircraft.

They will continue to meet and discuss marketing. The airport has an alternative means of compliance (AMOC) so that the airport can take larger aircraft. The airport is pursuing a contingency plan with TSA to allow the airport to accept larger aircraft a few times a year, to come up with a solution for options.

- Snow and Ice Control Committee (SICC) – Nothing to report on that, there has not been any snow.
- Action Items:
  - Cedar Building Associates – North Building Lease Renewal – Is a sub-leased to SyberJet. The airport is looking at the renewal period where they have gone through their first initial period of twenty years from 1994 to 2014. The extension period was from 2014 to 2024 and now looking at getting the next ten-year extension. The civil rights language was incorporated into this lease renewal and other updates that were discussed. With other leases about the extension going on beyond the initial period, subject to the Master Plan, if there's projects to be identified or updates to the hangar.

There was a question if the rates changed?

Galetka stated it does not adjust, in the lease assignment in 2012 there is a language he read from "Option to Renew" Section Two of the First Article of lease states:

"Lessee is hereby granted the option to renew this lease for three separate successive 10-year terms each. Subject to all the terms and conditions of this lease and for the same consideration as stated in Article One paragraph four". Which is the hundred

and twenty-five dollars per year. The lease from 2012 ties into that. It was the economic incentive that brought in the terms at the time.

For renewals, it does not have to go through the City Council, unless the board decides otherwise.

- Cedar Building Associates – South Building Lease Renewal – update applies to same as above for the North building.

**Action Item:**

Galetka is to bring it to the city attorney's (legal) attention for further discussion.

Renewals are on Hold for a period of perhaps 30 days until legal can look at leases. To be tabled until further notice.

Phillips moved motion with Appel to second that the meeting be adjourned.

As there was nothing further to discuss, the meeting adjourned at 9:01 AM.