

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
April 10, 2025

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, April 10, 2025, at 8:00 AM in the Gate One Hangar Conference Room located at 2281 West Kittyhawk Drive, Cedar City, Utah.

PRESENT:

Burt Poulsen, Chairman
Vaughn Montgomery, Member
John Appel, Member
Mark Leavitt, Member
Maria Twitchell, Member
R. Scott Phillips - Councilman
Tyler Galetka, Airport Manager
Ryan Marshall – Public Works Director
Anna Hernandez, PW Executive Assistant

J.J. McGuire – Gate One
Rhonda Forde - Woolpert
Chris Cox – SUU
Andrew Bieler – Wright Wrench
Blaine Nay - Citizen
Jeff Frehner - Citizen

ABSENT/EXCUSED:

Mike Bleak, Member

PHONE-IN

Pete Maiman – Ardurra

APPROVAL OF MINUTES

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

INFORMATIONAL ITEMS

- SkyWest – No representation. Galetka provided an update; the enplanements are up with a good number in the nine hundred year to date. He is still in contact with SkyWest's airline marketing development team, talking about enplanements and other things.

Leavitt brought up that there is a lot of conversations in the national news about a reduction in domestic flights that they are expecting.

- Ardurra – P. Maiman phoned into the meeting and provided an update; They are still working on finalizing the Airport Layout plan and their surveyors are looking at the parcel piece to the south to get that precise to include in Exhibit A.
- TSA – No representation.
- BLM – No representation. Galetka provided an update for them; BLM is preparing and getting ready for May 15th contract. There is a helicopter staged that is not on contract yet. The new staff are in Colorado for training and gearing up for fire season.
- FBO – McGuire gave an update; they have met with the Utah Guard. They have the building with Watson Engineering developing the plans. McGuire knows how they will be breaking

down the office spaces and they are going to start building it. They now have a unit number assigned to them. They are locked in and want to be in that building within a year. She will be looking into security for them. They plan to base 8 Apache's and 3 Black Hawks.

Phillips suggested they provide a plan to have data from them.

- SUU – Cox provided an update; The tower project went well except for the weather. They got through it.
- Woolpert – Forde was present representing in McDaniels absence provided an update; they are working on the few maintenance projects that are underway. One of them is advertised for bid currently for Two-Zero.
- USDA – No representation. No word on their staffing. Their lease is still valid.
- Open Forum – Bieler from Wright Wrench mentioned that they are looking at amending their SASO. To include aircraft rentals and instruction within the next couple of months. They are looking at purchasing two planes, then they have two CF double I's they will be working with. They are working in getting One-thirty-five going to be able to use those planes for transporting passengers. Bieler wanted to bring it to the Boards attention then see if it is okay to go from there.

Phillips asked if they have the hangar space for it.

Yes, they do. They took over a hangar that is an 80 x 80 hangar across from Obering's two new hangars. There is a helicopter in there where eventually they will be moving that out as well once they get their clients in. He has already cleared that with him. They will be taking over pretty much the whole hangar at that point. The planes they will have for rental are Cirrus SR20-G6 and the others are still trying to find a good platform for. They want to bring something to the airport that is going to perform well in the summer months.

Bieler has also been talking to Obering about doing some fueling out of the round top hangar. Hopefully getting an FBO here but was not sure if that is allowed or not. This was something Bieler wanted to bring to the board's attention and see what their opinion is on that.

Galetka mentioned that both Bieler and Obering have approached him with trying to look for locations for potentially starting another FBO here at the CC airport to meet the rules and regulations. The one thing they ran into in the Dome hangar is that in the rules and regulations; any FBO expansion or additions must be identified in the ALP. Identified in the ALP of the Master Plan, the old one that is changing over identifies it next door to the current FBO lot, which is currently occupied. The New ALP and Master Plan identifies it in the location between Eight-Two-Six and the North hangars. The issue with that there is no road access at this point for ramp access to taxi way Charlie. It would have to be constructed to access that apron area.

Bieler and Obering are requesting to use the Dome hangar as a substitute for a period of the time. It is not identified in the Master Plan or ALP to use that location. Galetka's concern about that location is that it is too tight for ramp space. He wants to make sure that if the airport has another FBO coming in that it is able to accommodate any size of aircraft.

Twitchell asked if the Master Plan supports two FBO's?

Galetka mentioned that it does not specifically support two FBOs, however there always has to be space identified for FBO expansion or additional FBO. The fuel totals may be low to support two FBO.

Wright Wrench wants to find a better way to expand making sure they are doing it the correct way. Find out if it is a viable option before they move forward with anything.

Leavitt asked if it became an FBO, what is the makeup of the ownership if it became an FBO.

Bieler said that he as well as his business partner Keanaaina would pertain 100% ownership of the maintenance side of things. He has spoken to a few investors to go in on the FBO portion with them. They will maintain control and percentage of that at least 51% interest as owner and operators. Ensuring they meet all rules and regulations prior to.

Phillips stated that he wants to make sure that anything that is allowed onto the CC airport must follow all rules and regulations. Ensuring that safety and security are met.

Phillips suggested to Galetka to run it by the legal department and to continue to work through this. Staying in touch with Wright Wrench and touch base next month on where we are in this process.

- Phillips brought us a discussion for an open forum. With the terminal expansion and the moving of the baggage claim and things. The airport will have and do have extra panels now in the main terminal. He wants to discuss what the board would like to consider putting on the panels and ideas to display. He would like to see a panel about agricultural and heritage, perhaps items from the livestock festival. Also show some of the great machinery, showing the history of agriculture in this region. In the other panels, brainstorm what that might be.

On that same note, decide what the board wants to put inside the Hold room on the walls as well.

Nay suggested perhaps working with the Paiute tribe and getting some of their history.

AIRPORT MANAGER'S REPORT

- Project Report
 - Aircraft Rescue Fire Fighting (ARFF) Panther Vehicle – It is in service on the airport. Our firefighters received training last week on Monday, Tuesday and Thursday. They certified the vehicle, filled it with foam and performed all their testing. It is now at Station 3, ready for any aircraft incidents. Galetka will be taking photos of it in front of the terminal soon. It will be published on the city website and Mayor's newsletters then provide them to the FAA and Engineers.

The secondary vehicle, the old Oshkosh, will be going in for some maintenance. Repairing some water leaks, and air leaks. It is stored in the snow removal shop, due to space constraints the airport only paid for one bay at the fire station. When the airport gets their new SRE building (Snow Removal Equipment) in ten years, they will do that at that point.

- New Gate Area Seating – Galetka has been working with Salt Lake City, and they do have to go out and do an RFP (Request for Proposal) for their seating. On April 22nd he will go up and look at the seats then bid on them. They cannot be purchased or donated; they must go out to bid. Galetka is going to go bid on them for a very low price.

Phillips asked how long that process will take?

Galetka answered, it does complete the beginning of next month. So, they will be available mid-May. They plan to put in the old seating for now, then add the new seating from SLC when it becomes available.

- Terminal Light Project – They are repairing some TSA lighting up stairs and putting some lights downstairs for \$1,400.
- Airfield Dumpster Upgrade – Galetka has been working with Witzke from the Streets department and have done some dumpster swaps. The airport now has a large brown dumpster unit that was donated to the city from the county. There is one near the fuel farm on the north side of the airfield. All the hangars have not had access to any dumpsters, the garbage trucks do not come onto the airfield. Hangar owners have had to haul their garbage off the airfield to dump their trash. The large unit will serve as a community dumpster near Sphere One. Upgrade one at terminal as well. It was needed and long overdue.
- Airport Terminal Expansion – Ribbon Cutting Ceremony – Galetka and Phillips met with Gabby Costello the PIO (Public Information Officer) for Cedar City yesterday. They are still looking at May 5th at noon. There are invitations getting sent out, flyers were passed out to the board and attendees. There will be light refreshments, possibly some street tacos. The FAA was invited as well as state representatives, federal representatives,

SkyWest and all the partners in the project and local partners in the area. There will be tours of the new expansion area.

- Terminal Gate Area Concessions and Vending Space – There will be a vendor who wants to look at vending for the morning flights locally. Galetka will be working with city legal prior to an RFP, to see if there are other vendors that are interested and would like to use that vending space.

The vendor that is currently interested would like to serve coffee, potentially espressos, pastries and sandwiches.

Any input from the board to discuss having a standard set for vending. As they move forward, that's where they will start to see how it does. If there is a demand and it is successful then produce a contract and have a long-term lease drawn up. Vendors are to have a background check and be certified.

Galetka is looking to do two RFPs for vending.

- Airport Triennial Drill – September 2025 – Galetka has scheduled a date for the mass disaster drill this year, it has been three years since the last one. It is scheduled for September instead of August, the FAA has approved that. They are planning it for Tuesday, September 16th. Galetka is working with all the groups (Fire chief, Hospital & Police dept). They will be trying a couple of different things for this one to simulate more realism, hopefully get more family and friends in the assistant center to be the actors to test. SkyWest Delta is interested in bringing in their personnel as well. They would like to be more involved in these scenarios, so they will bring in some representatives. As well as hoping to get in some airlines attendants to facilitate the evacuations of the aircraft.
- Delta Checked Baggage Time Limit Change – Galetka will be working with the city's PIO Costello to advertise it out. Affective yesterday, Delta made a time limit change to 45 minutes instead of 30 minutes prior to for baggage check in. It is a Delta nationwide change. Delta has been announcing this during ticket sales as a requirement.
- Airline Advisory Committee (AAC) – No updates to report.
- Snow and Ice Control Committee (SICC) – With the bit of snow that Cedar has had, the airports new staff were able to get some experience and training, and it went well. Galetka is having a joystick replaced on their old sweeper. That came in at a cost of \$1,500.
- Phillips asked if the airport is still planning with the fire department for the 4th of July fireworks display.

Galetka has not heard anything different; he anticipates that the airport will have that.

- Action Items:
 - Next month's airport board meeting will be held at the airport conference room.
 - May 1st is the official transition date from the old to the new area. Wrapping up all the loose ends from the project. Giving Galetka some time for the opening ceremony.
 - They have canceled the flight on April 30th, so that there is 48 hours for contractor to finalize. They will be getting their first inspections from the building department and fire department then final inspection to follow.
 - Delta SkyWest has updated their flight schedule in May. They will be moving back to the Tuesdays and Saturday's schedule, having one flight on those days. Adding a flight to Wednesday and taking one off of Saturday. The rest of the days will stay with the two; one in the morning and afternoon.

As there was nothing further to discuss, the meeting adjourned at 8:57 AM.