

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
MAY 8, 2025

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, May 8, 2025, 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
John Appel, 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
Chris Cox – SUU
Andrew Bieler – Wright Wrench
Blaine Nay - Citizen
Jeff Frehner - Citizen
Kirk Nielsen - Woolpert
Kim Ellis - Citizen
Mike Bryant – Airport Ops
Brandon Fitzpatrick – Airport Ops
Thomas Mathew – FBO/Gate One
Casey Nelson - SkyWest

ABSENT/EXCUSED:

Mike Bleak, Member
Vaughn Montgomery, Member
Mark Leavitt, Member

PHONE-IN

Pete Maiman – Ardurra

APPROVAL OF MINUTES

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

INFORMATIONAL ITEMS

- SkyWest – Nelson provided an update; he mentioned things are going good for them, they are liking the new Hold room and baggage claim area. They are hoping to transition out of winter ops with de-icing and getting into summer ops now. Everything is good with them, including staffing.
- Ardurra – P. Maiman phoned into the meeting and provided an update; they got the line work all done for the one part, so the AOP is just about ready to get sent off to John Sweeney with the FAA. It should be about a 40-day review process as it goes through the lines of business within the FAA. In the meantime, they got all of the rest of the Master Plan products printed out.
- TSA – No representation. Galetka provided an update; they have had a couple of their inspectors, and the Federal Security Directors come down for the Ribbon Cutting ceremony. They started looking at all the airport door systems and things for the new expansion area. Galetka is working with them to get all the final approvals for the new door systems. Until

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then airport ops will be watching doors during commercial flights until they get the final touches on the doors completed. The inspector is expected to come down next week for the sign off to continue with operations.

- BLM – No representation. Bryant provided an update; The BLM is planning on opening on the 15th. They have asked airport ops to clean up and clear their ramp.

McGuire mentioned they got a contract and will be moving over to Tanker Base.

- FBO – McGuire gave an update; they met with the developers and went up north and took a tour of the Utah Guard facility in West Jordan and got what they needed on the wish list. There are plans being drawn up. They are moving forward, and they did assign a unit name as "Go Second to Eleven".
- SUU – Cox provided an update; They did not have anything to report of concerns other than the new semester for students starts Monday.
- Woolpert – Nielsen was present to provide an update; they have the Eight-Two-Six preservation project scheduled for Wednesday May 28th.

They have a bid opening for runway Two-Two-Zero for the preservation project. They had five bidders; they received three incredible bids. The prices came in at 30% under of what they were thinking. Maxwell Products will be awarded the contract. With that being FAA and with the grants, the project will start next year for the crack seal.

Cox asked with the Eight-Two-Six project, will it be closed?

Bryant answered that it will be done by sections, it will not close Two-Zero and will be done by phases. Notams are to be checked.

- USDA – No representation.
- Open Forum:
 - Appel announced that the Ribbon Cutting ceremony was outstanding. He gave a shout out and a Thank you to all those who were involved in making that what it was. It was a great turnout and all agreed.
 - Bieler from Wright Wrench (WW) brought up for SkyWest they had their inspection today, to provide on-call maintenance service for them at the airport. It will cut down considerably on any sort of delays. To be available to perform maintenance and inspections seven days a week. SkyWest will notify Bieler or his business partner directly of what needs to be done. They will make sure to always have a mechanic available to assist whenever needed. This will cut down the delayed process and hopefully get flights out a bit faster.

- Galetka introduced a couple of new part-time employees. Nathan Vroegindewey and Brandon Fitzpatrick are both new part-timers and a great addition to the ops team. They are both on the flight program at SUU. Brandon has been trained, and Nathan is about to complete his training.

AIRPORT MANAGER'S REPORT

- Project Report
 - New Gate Area Seating – Galetka put in a bid yesterday with Salt Lake International for the new Hold Area seating. There are one hundred and eighty seats from their old Delta airlines that are black leather seating. They are still in good condition, a bit dated, but they were able to bid on them at a very low price. There was a mandatory pre-bid meeting and Galetka representing CC airport was the only one there. There are one hundred and sixty seats and Galetka bid fifty dollars total.

Galetka will know today if CC was awarded the bid. Then work on the bill of sale and get that going. Also work with the Streets department to be able to use a semi to pick them up at SL International and deliver them to CC.

Twitchell asked what they were doing with the old seating.

Galetka mentioned he will still use them mixing them in. If not, perhaps give them to the Heritage Center per Twitchell's request.

- Terminal Light Project – The airport is working on a couple of things mainly the hallway where the displays are by the car rental. They are adding extra light cans into the wood portions of the hallway. To help light up the displays as well as the hallway.

Part of that project is adding emergency lights to the TSA suite. Project expected to be completed in the next couple of weeks.

- Airport Terminal Expansion – Ribbon Cutting Ceremony – Galetka Thanked everyone who was part of that and those who attended. There were many people in attendance, between one hundred & twenty-five to one hundred & fifty people. Phillips and Costello (Public Information's Officer) did an amazing job putting it together as well as the airport staff for assisting. The News media was there and there was great feedback from the community.

For the terminal expansion project, they are at 99% completion. Still pending access control features, the furniture and PA system. It should be completed very soon.

Notams will be down next week, they are starting to take down the temporary fence, clean up the safety areas and the last of the equipment should be moved out today.

There is full access control to the building, TSA is very excited about that. Badging access and pin code to enter all the doors to the east apron or to the sterile area. They added an extra layer of security. They will be getting access to their camera system very soon.

- Artwork Updates and Additions – Galetka gave recognition to Twitchell who work with Rainbow Sign & Banner to have many of the photos completed for the Ribbon Cutting ceremony.

The old photos to be given to McGuire to display at the FBO hangar.

- Terminal Gate Area Concessions and Vending Space – Galetka stated that they are going to try to rush this. Have some vendors to bid for this. Due to the ceremony and getting TSA to sign off, it was put on hold. He hopes to have something drawn up by the next meeting.

Bieler said he had a contact for vending that is in Beaver. He owns a coffee shop and makes really good muffins. He wanted to be provided with point of contact for the bidding. Bieler will forward contact information to Galetka.

- Airport Triennial Drill – September 2025 – Galetka is still planning that for September of 2025. It will be a full-scale exercise to be held near Alpha One on Alpha if there are no conflicts.

Appel suggested to add the local Search and Rescue team. He can ask and bring it up to them to get them involved. Work through the line of communication with the Sheriff's office who they are part of.

- TSA Real ID Requirements – Became effective yesterday, everyone is required to have a Real ID to enter the check point and to board the aircraft. Real ID means that you provided two forms of identification when you got your driver's license. The ID has a gold star at the corner of the driver's license. Galetka will be posting this requirement on social media.

Poulsen questioned if there are any updates on the access cards to go through the gate.

Bryant said that it can be any day and are trying to implement it. It is the plan for the summer. Galetka will provide plenty of notices ahead of time. Badges will be good for 2 years. TSA guidelines will be followed for badge design.

Phillips mentioned that a garbage dumpster for outdoors will be provided by Witzke from the Streets department.

Galetka brought up the change with Delta airlines, they have changed their times to 45-minutes prior for baggage check in. It is Nationwide.

- Airline Advisory Committee (AAC) – There have been no meetings. Galetka will be attending ACI's jump start in Indianapolis next month June 9th through the 11th. Meet with Analyst outside of meeting times.

As there was nothing further to discuss, the meeting adjourned at 8:36 AM.