

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
November 13, 2025

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, November 13th, 2025, at 8:00 AM in the Cedar City Regional Airport Conference Room located at 2560 West Aviation Way, Cedar City, Utah.

PRESENT:

John Appel, Chairperson
Jeff Frehner, Member
Maria Twitchell, Member
Mike Bleak, Member
Mark Leavitt, Member
R. Scott Phillips, Councilman
Tyler Galetka, Airport Manager
Anna Hernandez, PW Executive Assistant

Mike Bryant – Airport Ops
Chris Cox – SUU
Reed Erickson – Iron County Planner
Burt Poulsen – Simple Advantage Flight
Andrew Bieler – Wright Wrench Aviation
Blaine Nay - AOPA
Casey Nelson - SkyWest
Angie Tom – BLM Tanker Base
Courtney Christensen - BLM

ABSENT/EXCUSED:

Ryan Marshall – PW Director
Kim Ellis - Member

PHONE-IN

None

APPROVAL OF MINUTES

Phillips moved motion to approve, Bleak seconded, and all I's were in favor that the minutes of October's meeting be approved.

INFORMATIONAL ITEMS

- SkyWest – Nelson stated that they are working through FAA cancellations this week. They have had a great operation, fully staffed and getting ready to go in the winter season.

They received the new De-Ice vehicle and will be doing some training today.

Galetka mentioned that with the enplanements the airports had the best two months in a couple of years. In September it was over twelve hundred same as October. They did brake over ten thousand enplanements already. This does not include the charters, so it is closer to over eleven thousand.

The shutdown was signed last night at six percent.

- Ardurra – They are still waiting on FAA final signature it already approved. That should be completed shortly. Then they can print the documents and deliver them.

Jeremy can present it to City Council and provide an overall briefing if that is desired. We can schedule that once they get the signed ALP back.

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- TSA – No representative. Bryant stated there was a good turnout for donations. They appreciate everyone who has contributed.
- BLM – Christensen mentioned the construction they are working on is on-going. The existing building is to be remodeled next spring. The new buildings will probably be next off season, a year from now.

This was the second busiest year on record; they appreciated all the support they received.

- FBO – No representative. Galetka provides an update, they are continuing with charters. The charter season is coming to an end, depending on the play-offs.
- SUU – Cox stated they are flying a lot. They are coming up to the end of the semester should end in the middle of December, then they will shut down for a week and a half (December 24th through January 4th).

December 13th is scheduled for Wreaths Across America.

- Woolpert – No representation, Galetka provides an update. They are still working on the close out for the aircraft rescue fire vehicle. There were a couple of parts missing from the supply that were ordered. They have now been ordered. They are working on the final invoices once received to close out.

For the Terminal Project, they are getting the final reports. They have processed the last payment to Bud Mahas for the terminal expansion.

The remarking of Runway 2-20 has been completed. Upcoming for Runway 2-20 is the pavement maintenance. They will be looking at scheduling the pre-construction meeting, doing the crack seal first. The seal coat around May then the final paint in the summertime. The contractor will be working overnight on the project to minimize impact on the fire base.

The airport is still waiting for the snow removal equipment; it should arrive in January per the contract. There was no word on the status of the date.

Phillips questioned if the airport is complete with the terminal project? The council approved the last bill the night before.

Galetka answered yes, that should be the last one once that gets processed. The airport can get the request for reimbursement in and work on the close out letters.

- Open Forum – Phillips announced there is a new city council member. Last night the council voted in Phil Schmidt as a new council member to fill the unexpired term of

councilmen Tyler Melling. Schmidt will serve as a council for at least two years. Officially as of last night.

AIRPORT MANAGER'S REPORT

- Project Report
 - Domed Hangar Project – The airport was able to complete more work on the dome hangar this past month. They are still working on quotes on getting the roof re-done, no bids yet. The wood trim is completed, they tore out the shed, filled in and leveled out with gravel and sterilized for weeds on landscape. The cables on the door side to be completed.
 - T-Hanger Project – The airport is still waiting for the electrical on t-hangers. Schmidt completed concrete pads using the exchange of service agreement. They used crushed gravel to support weight.

Next year, when the budget allows, they will work on dividing each hangar stall to have its own individual hangar bay to be able to lock up. Also adding the fire extinguishers per airport regulations. They are on order.

- FAA Building Work - Landscaping – Galetka demonstrated on the screen a map of the FAA flight service station island. This is phase I of the project to reduce the amount of water waste. They will be replacing it with landscaping using gravel.

The next phase in the project is going to include landscape rock by the tower for next fiscal year. Also, part of the project is replacing fire hydrants. For the project the gravel is all re-used rock from the street islands at no cost.

- South Gate Repairs – The south gate next to Sphere One aviation the gate operator has failed. They have replaced the parts on it. They are now looking for a new gate operator. The current quote is twelve thousand dollars. The gate will be down for a short time to have a new one installed.

Also, as part of this when Sphere One starts to construct the hangar. The east apron gate will need to be relocated as discussed at last month's meeting. It will be non-operational for a while.

- Perimeter Roads – The Streets crew and airport staff have been working on upgrading the perimeter roads with asphalt millings. The project was completed yesterday. They are not doing a full perimeter road; there were not enough millings for it. They will be getting more millings in a couple of years to complete the road.
- HVAC Repairs – Pump/Boiler – The airport has been working on the HVAC system with the construction project. They had to open the system completely for the hot water

to turn the heaters on. They had some leaks and had to notify the contractors to come back out to repair the old pipe. The heaters are now working.

- Advanced Imaging Technology (AIT) Checkpoint Installation – On December 16th the airport will be receiving that piece of equipment from Salt Lake International. They are working through adapting to the current check points, some rewiring for power and data for the walking metal detector that is there. The new equipment will reduce the number of pat downs and increase customer service.
- Terminal Gate Area Concessions and Vending Space – There were no bids for the RFP. Galetka is working with a company that is interested and hopefully will come to an agreement and present a contract.
- Utah Department of Water Quality Inspection – The airport had an inspection last Wednesday. Overall, they were happy with the airport, they are looking at changing and rewriting the plan. They provided a template to make it easier. The mapping will need to be updated; the airport will have to pay the engineers to update the maps for the stormwater pollution prevention plan.

The biggest issue that was observed was the training. Staff need to be trained annually and any person at the airport that handles chemical substances. This includes the fuelers at the airport and the tanker base with their fire retardant. Due to the chemicals being listed on the plan, it is required to perform annual training.

With inspections, the airport has been performing EPA inspections which are similar and convert over. All their inspections are up to date. There is one that is not and it is a quarterly inspection. The airport will start performing those inspections.

- Stormwater Pollution Prevention Plan (SWPPP) – The airport will start the SWPPP rewrite based on the feedback received.
- Airport Overlay Zone Proposed Changes – Galetka introduced R. Erickson a Planner for Iron County who will be retiring soon. He is in the process of completing some projects that he has been working on and is waiting for the Master Plan to be completed. Reanalyzing the zones for the airport.

Galetka continued providing a bit of a background. The current zoning map for Cedar City airport was established in 2001, and it has not been updated since then. It was reviewed in 2020 and at that point the Master Plan project was created. It was recommended by N. Holt to wait until the Master Plan was completed.

Erickson set up a meeting with Galetka and a few other representatives to start looking into the current zoning map. Potentially adopting a new version that reflects more current FAA design recommendations and comparing it with other airports. What Utah suggests.

Phillips added there were some meetings with the city engineering department, city planners and Public Works Director.

Erickson started by praising airport ops and board for all they do for the airport and recognizing what a valuable resource it is.

He continued by saying, local governments establish land use regulations around the airport. FAA does not determine what appropriate land uses are around the airport, it is a local decision. They make suggestions, they had a circular that was put out after the original in 2001 was put out.

When Erickson approached Holt in 2019-2020, Holt had stated that the Master Plan was just starting and to wait and see how that would affect the length of the airport with the runway and what some of the other uses are. It can be revisited then.

During that time the county went in and made some changes to the airport land use overlay zoning regulations for the airport. They adopted them as the county in 2020 because they felt like there were some changes that needed to be made. They are mostly for the unincorporated areas, especially on the north end.

As they evaluated it again and looked at it a little closer, they felt like there were some things that could happen at the south end as well. Based on the template or model that the FAA puts out. In comparison they used Idaho and California, that had good circulars and suggested planning for some of the uses that modeled or mimicked what the federal circular provided.

As they started looking at the airport at the south end, they realized that there was not an extended protection zone like there is on the north end. They did recognize that there are a lot more approaches from the north end and that where the instrument approach is and made sense to that there. Also, recognizing the take-offs at that end are at 20% of the landing zone.

Slides of approach models were presented on the screen for all to review from the federal circular that are examples. There was discussion on impact zones, identifying safety, turning, inner and outer zones. The recommendation from the federal government is a five-thousand-foot extension of outer safety zones.

Erickson is requesting feedback from the board. The county wants the same regulations as the city.

- Federal Employee Donations – The airport has opened up donations on the first floor of the building. They are ready to close today. Galetka will meet with TSA today to see if they would like to extend it and move the donation table to a different location. It was a good turn out and they are very grateful for the support from the community.

- EAS Funding– The funding was extended until November 18th. SkyWest will continue with their operations as normal.
- FAA Flight Reduction – FAA was out with staff shortages due to not being paid. They cut ten percent of flights out of HUB airports. Unfortunately, Cedar City received a twenty-five percent cut. There were three flights canceled this week including one this morning. There has been no word of any other cancellations or extra flights in the future to make up for the flights. There will be extra flights at the end of November and December for the holidays.
- Airline Advisory Committee (AAC) – Marshall attended the Take-Off conference in Tallahassee Florida last week. There were some conversations with SkyWest and Contour airlines.

The conversation with SkyWest is potential additions with their charter operation. They are in the beginning stages on how they want to lay that out.

When it comes to flights and schedule changes, quarter 4 of 2026 is when they will expect to see the same aircraft the airport is receiving.

- Action Items:
 - O&O Investment Lease – Galetka has spoken with C. Cheney; he has accepted to back out of his lease. Currently there is no official documentation on this. J. Obering is anxious to take over the lease on that lot. As soon as Cheney's (Southern Skies Aviation) lease is terminated, Obering wants to sign the lease immediately.

The lease is the same, the only change is Galetka removed "Abate" from the lease language that was brought up at last month's meeting. It is the same set back as all the other hangars standard 100 x 100 hangar lease. The airport is looking at having it approved subject to the termination of the existing lease on that lot.

Bleak motioned to approve the O&O investment lease as soon as the other lease is terminated. Appel seconded and all I's were in favor of approval.

- Exchange of Services Agreement Extension – Schmidt Construction – This is reversible agreement that was discussed prior. The agreement originated in 2015; it was a five-year agreement with three five-year extensions. With this agreement the stipulation is "Schmidt Construction is to dump up to two hundred and ten cubic yards of fielder or construction refuse per five-year agreement" no drywalls or trees. The airport received fifty thousand dollars of work as determined by the airport management for projects on the airport. It does not include materials.

The airport just did the first five-year agreement, spending fifty thousand entering the five-year extension in 2020. They had not started spending the funds until this year. They still have enough money to spend, so they are looking at the second of three five-year extensions to add an additional fifty thousand dollars additional two hundred and ten thousand cubic yards to add to the airport. It also carries over the unspent funds from the previous contracts.

Leavitt motioned to approve the five-year extension, Bleak seconded, and all I's were in favor of approval.

- Appel questioned where the airport is at with the badging.

Bryant stated that they are moving forward where all city employees are done, SkyWest staff have started as well as some of the fuelers. The system then crashed this week, and they have been working with the contractor to get that back on-line. The system is running again where they have been printing badges. They are getting ready to build a driver's training system for all tenants and will have a portal to log on to complete drivers training and register for the badges.

The Safety Management Plan has been submitted to the FAA for their review. It is expected to roll it out in the spring, to where you can go online and submit complaints for safety.

As there was nothing further to discuss, the meeting adjourned at 9:08 AM.