

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
APRIL 9, 2026

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, April 9th, 2026, 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	Blaine Nay - AOPA
Jeff Frehner, Member	Chris Cox – SUU
Maria Twitchell, Member	Mike Bryant – Airport Ops
Mike Bleak, Member	Kirk Nielsen - Woolpert
Waldo Galan, Councilman	
Tyler Galetka, Airport Manager	
Anna Hernandez, PW Executive Assistant	

PHONE-IN

Kim Ellis, Member

ABSENT

Mark Leavitt, Member
Ryan Marshall, PW Director

APPROVAL OF MINUTES

Frehner moved motion to accept, Bleak seconded, and all I's were in favor that the minutes from February's meeting be approved.

INFORMATIONAL ITEMS

- SkyWest – No representation. Flight schedule update: morning flights shifted to approximately 8 to 8:30 AM. One flight on Tuesdays and Wednesdays; two flights on Saturdays. Temporary irregularities expected to smooth out.

March 2026 enplanements: 1,063 (highest March since 2019), February was notably slow.

SkyWest redistributing equipment, removing duplicate equipment on site to support new station opening.

- Ardurra – No representation. Airport Master Plan complete and executed just finalizing grant; contractor attendance not anticipated.

Five-year planning contract expires in September 2026; bid/renewal required.

- TSA – No representation. Staff received full back pay last week; future pay uncertain (no pay going forward).

Donation table/sign removed.

- BLM – No representation. They are out of town, currently training in Idaho.

The Great Basin Engine Academy training recruits for new firefighter drivers planned for the last two weeks of April 2026.

Airport will assist in ramp cleaning/prep for May 16 open date (potentially sooner depending on weather).

- FBO – No representation. No new items. Still awaiting on National Guard.
- SUU – Cox for training operations reported 10,300 man hours year-to-date; projected 12,000 by end of April.

Quiet period for two weeks of May, next semester starts May 11th.

Unlikely to deploy SUU temporary tower due to past hazards; a different temporary tower may be considered if needed.

USDA hangar move timing uncertain; estimated April 2027 pending fire code and policy compliance.

Keyhole area changes expected around May 1st.

CRJ training aircraft relocation proposal, plan to move CRJ-200 to space near Hangar-1 (gravel/asphalt area formerly used for helicopter parking).

Intended uses: AMT training and fixed-wing Flight Management System (FMS) training; remains branded SkyWest.

Snow removal plan adjustments discussed; SUU will maintain the ramp and coordinate solutions.

- Woolpert – Nielsen reported ARFF vehicle closeout report submitted to FAA in February, closure anticipated by end of federal FY 2026.

Terminal expansion closeout underway (multiple grants).

Remark runway 2/20 closeout report in progress.

SRE project punch list outstanding; close after completion.

Two active projects: Pavement maintenance crack sealing, night work April 15 – 16; seal coat later.

Taxiway Alpha and Apron reconstruction design. Geotech reports received recommendations under review, design next.

- Open Forum – No comment

AIRPORT MANAGER'S REPORT

- Project Report
 - Weed Abatement – Early-season efforts, testing new chemicals with Street Dept/IFA. Spray near fire station and runway areas; manual weeding in landscaping to protect trees and shrubs.
 - Segmented Circle - Repainted to orange & black for visibility per FAA inspector feedback. Center windsock lit, segmented circle not lit. Reflective paint not used.
 - Snow Removal Equipment Shop Project – Installed radio system and repurposed cameras from terminal. Shop houses high-value assets (new snow blower \$900K, old fire truck and firearms). Planning for future office space. Long-term new snow removal facility deferred, low FAA priority until equipment/capacity needs increase.
 - Backup Airport Weather Observation System (AWOS) - Current ASOS provided and maintained by the National Weather Service (NWS) in Salt Lake City. Occasional outages affect commercial and student operations.

Offer from Blanding, Utah of a 2005 AWOS (20 years old) considered for potential back up. Maintenance burden concerns equipment older than 15 years. Proposed backup AWOS capabilities, wind, ceiling/visibility, temperature/dew point.

New AWOS estimated near \$140k. AIP funding for backup is unlikely, airport would own/maintain if pursued.

Commitment to seek state funding annually, state tends to prioritize smaller airports.

Question raised about tracking flights lost due to weather system outage.

Average 4 delays per year; major disruption three years ago over a holiday weekend causing 3-4 days of lost flights.

Weather system is 15+ years old. Salt Lake has two active stations, third used for parts.

- Airport Overlay Zoning Update – Decision to pump the brakes after city staff meetings due to community impact concerns.

Proposed restrictions to limit certain commercial uses and large retail box stores to reduce wildlife attractants.

South approach zones require stakeholder notifications; plan extended community engagement before council actions.

Council feedback: Farmers across Highway 56 were not previously notified. Emphasis on robust outreach. Property rights and development pressures are intensifying.

Zoning language gaps noted that need to be addressed. Suggest learning from comparable airports' zoning framework.

- Gate Camera Project – Awaiting on contractor to proceed with the installation at three main public access gates for access control and incident capture.
- Air Traffic Control Tower (ATCT) Update – Pursuing Federal Contract Tower program. Consultant feedback positive but backlog exists.

Considering self-funded design/environmental work, pending FAA program approval.

Feedback from pilots/community support. Complex operations (flight training activity, tankers and helicopters).

Request for letters of support from AOPA, SUU, and community is appreciated.

- FAA Part 139 Inspection – Striping items completed.

There are two outstanding items:

Lighting required at Alpha 4 intersection (old Syber Jet taxi lane) that is not used. FAA requesting lights due to closure.

FBO waste fuel storage violations. FAA letter of investigation issued due to excessive/prolonged storage. If fined, costs of any FAA fines are to be passed to FBO. Propose new fines and fees in budget, considering new fines and cleanup fees with 14-day compliance window.

FBO waste fuel specifics:

Allowable maximum should be 2 barrels (1 for aviation gas, 1 for jet fuel) 55 gallons.

Historically observed 10–12 barrels at a time, 11 barrels and a 300-gallon tote last year. Currently there are 8 barrels.

Contamination worsened by stormwater ingress and outdated containment. FAA observed fuel-soaked absorbent materials improperly stored.

Recommendation: Legal review of lease and potential system upgrades if violations persist.

- Airport Hangar Inspections – Initiated due to complaint about non-aircraft storage. Letters to be sent to all tenants. Inspections to cover every hangar.

Focus: Aircraft presence/maintenance/restoration. Adequate fire protection (extinguishers; no prohibited storage of fuels/oils). No non-aeronautical commercial activity. General compliance a FAA requirement.

Clarification: Non-aircraft items are allowed if an aircraft is actively present or being maintained/restored and uses align with FAA hangar-use policy.

Fire extinguishers policy update under consideration, current rule requires two extinguishers at the door (one on each side). Proposal to allow only one extinguisher for T-hangars.

Compliance process: letters with timelines (generally 90-120 days; potentially shorter for city-rented hangars). Subletting to an aircraft owner is acceptable through proper channels. Timeline extensions possible for state code compliance work (to be determined).

- Hangar Development and Available Properties – Two personal hangars likely starting construction this year (100x100 and 60x60).

Lease transfer: Clayton Cheney removed; Jeff Obering assumes the first lot from the taxiway. Gulfstream buyer intends to purchase Obering's hangar after construction.

SUU properties: three street-side properties for sale. They have had about a dozen showings. Sales dependent on SUU's new hangar becoming usable.

- Terminal Gate Area Concessions and Vending Space – Bristlecone pulled out after winter underperformance, may revisit post-summer.

Interim plan: free Keurig K-Cup coffee for ticketed passengers. Installed counter space and pipe into water.

Vending RFP to be issued next week; require credit card readers on every machine. Broaden vendor outreach to Cedar City, St. George and beyond due to complaints.

- ARFF Training – ARFF training completed last week.
- Forest Service Engine Academy – Upcoming collaboration (Forest Service Engine Academy) to occur in Cedar City rather than St. George.
- Spring Utah Airport Operators Association (UAOA) Conference – Attended in March, had a record attendance at Black Desert Resort. Great networking, discussion about adding legal appointees to UAOA board to aid legislative review.

- Airport Budget Report – FAA reimbursement and COVID grants (CARES/CURES) contributed. About \$1.7million used for terminal expansion, noted amounts approximate.

Cash on hand just over \$3,000,000; fund balance near \$2.8.

FY revenue at 99.4% with 83% of fiscal year elapsed. Well over budgeted revenues for interest earnings at \$94,000 vs. \$1,800 budget due to cash on hand.

Landing fees and fuel flowage are strong, additional landing fee payments still expected from last year's fire season.

Proposed with upcoming budget some capital projects using surplus: gate relocation, drainage issues, new roof for dome hangar (historic preservation), and other projects.

Land lease collections at 43% expected, working with finance back billing and reconciling renewals. Tracking improvements underway with Aerial Simple (integration with city finance pending). Treasurer aims to clean up before retiring this year.

Rents for land at \$53,000 YTD vs. \$100,000 budget. Payments are seasonally spring-heavy.

FAA snowcat garage at 0% currently, on lease extension secured with back-pay agreed. FAA building pays quarterly and is 75%. FedEx is a bit behind but being pursued.

Passenger fees for PFCs below budget are anticipated until enplanements return to 15,000.

Expenditures at 71% of budget at 83% FY. Larger upcoming construction/grant match outlays. Overage in workers' comp, travel/training, gas/oil, advertising (offset by grant), building/grounds maintenance with surprise projects. Utilities at \$60,000 vs. \$58,000 (city controls every year), historically \$70-\$80k.

Cost-control measures: installed photo eye to prevent airfield lights from turning on during daytime, adjusting sensitivity for weather, addressing vehicle idling/driving to reduce fuel usage and terminal power conservation.

Fix asset sale revenue (\$250,000) from gravel pit rock sales, land remains leased. Expect loss of \$75,000/year as one gravel pit is depleted/retired, will transition to land rental/usage only. Stormwater/flood considerations noted.

Additional revenue detail ledger: Passenger fees (PFCs) from Delta/Allegiant (including charters), landing fees from SkyWest, SUU, Sphere One, air tankers (Neptune, Aerial Air) pending as well as AeroFlite. Anticipating another \$60,000 expected by end of FY.

Insurance pay outs were received for multiple fence collision incidents.

Sale of fixed assets for gravel; Western Rock paid \$100,000 and Blackburn paid \$86,000.

State grant funded for Crosswind runway pavement preservation; payout recorded as \$103,077.95.

Question pertaining to State grant obligation:

State has 10-year obligation; pavement preservation useful life typically 3 years, reducing likelihood of riding it off after three years.

Past grants (CURSA, CARES) remain listed but unlikely to recur, future line items to be renamed when new grants appear. SCASD grant not expected.

Federal grants entitlements AIP 39, AIP 45, AIP 52 reimbursements are lump-sum and may bleed over fiscal years, processed through the State of Utah.

Professional technical services payments for Master Plan, final invoice of \$13,920.

Terminal project: final engineering/spectrum payments and advertising for project closure noted

Taxiway Charlie: last payment to Jviation/Woolpert back in August.

Access road project possibly tied to fence relocation around August/September.

Report was forwarded to members for their further review.

Question pertaining to FedEx facility and operations:

FedEx considered outsourcing to handle the offloading of aircraft and cargo. Bid apparently did not result in a vendor. Employees continue offloading the plane and handling the cargo.

The FedEx building lease expires April 2026, decision on staying expected by August 2026, possibility of one-year extension discussed.

Proposal to level outdated FedEx building to enable development of a large hangar and improve access. Interested parties exist (city-led or third-party proposals).

SUU secured the USDA hangar over Rotak Helicopters. Rotak's aircraft fit was marginal (blade folding required).

Rotak seeks larger property, potential development at Syber Jet property for through-the-fence operations is being pursued (Tom Grenanger involved).

Rotak has land in Carson City, high development costs there prompted exploration of alternatives. Still potential for local development.

- Snow and Ice Control Committee (SICC) – Nothing to report. New snowblower performed well, significantly improving operations.

Continued pursuit of additional snow equipment (plows, sweepers). Plan to acquire a loader with snow bucket.

Exploring joint use of Streets Department's older loader, considering purchase of snow bucket for terminal apron.

Season closeout meeting to be held in April 2026, item to be removed from next month's agenda.

As there was nothing further to discuss, the meeting adjourned at 9:17 AM.