

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
JULY 9, 2026

A regular meeting of the Cedar City Regional Airport Board was held on Thursday, July 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, Chair
Jeff Frehner, Member
Kim Ellis, Member
Waldo Galan, Councilman
Tyler Galetka, Airport Manager
Ryan Marshall, Public Works Director
Anna Hernandez, PW Executive Assistant

Michael Bryant – Airport Ops
Blaine Nay - AOPA
Bryant Foster – Airport Ops
Courtney Christensen - BLM
J.J. McGuire - FBO
Thomas Matthews - FBO

ABSENT

Mark Leavitt, Member
Mike Bleak, Member
Maria Twitchell, Member

APPROVAL OF MINUTES

The meeting started without a quorum, defined as five board members. Initially, only four board members were present. The board discussed whether a majority exists when a seat is still vacant. It was agreed that with seven active board members; a quorum does exist.

Frehner moved motion to accept, Ellis seconded, and all I's were in favor that the minutes from June 11th meeting be approved. The motion to approve the minutes was passed provisionally.

INFORMATIONAL ITEMS

- SkyWest – Galetka; SkyWest staff are undergoing de-icing training. A new de-icing truck had issues and required manufacturer fixes.

June passenger numbers were slightly down but remain on track to exceed 10,000 for the year.

Non-revenue passengers consistently represent about 35% of travelers, which are SkyWest/Delta employees.

- Ardurra – No representation, no updates. The contract expires this month, will be going to a RFQ.
- TSA – No representation. They are short-handed, they have had a few retirements. No positions have been filled yet. Number of employees is 10.
- BLM – Christensen; have had a busy start, on pace to set record. Recognition went out to airport ops and McGuire (FBO) assisting with coordination and providing fuel services.

CEDAR CITY REGIONAL AIRPORT BOARD

JULY 9, 2026

PAGE -2 -

A temporary control tower is in place for the fire season until the 18th and possibly longer. They will reassess within the following week if it needs to be longer.

Tanker operations have been substantial, with about 1,000 takeoffs. Fuel pumped is at 1.7 million gallons, compared to over 2 million last year.

- FBO – McGuire; have been busy with a lot of helicopters and scoopers. Fire season has been busy for month of June.

The 4th of July party was a success with only one incident lighting off fireworks, which was immediately addressed by McGuire.

There were a lot of jets coming in and out. ATP (check rides).

Colonel Wild (of National Guard) may have retired; there has been no response. Colonel Richardson was notified, lease funding delay for National Guard hangar.

Frehner gave a shout out to McGuire, who had the opportunity to ride with her on a real busy tanker day. Frehner recognized McGuire's ability to know how much fuel is going out, how much was left, how much was on its way and if it is not on site when they say it is, she addresses it immediately questioning where the jet fuel is.

Bryant mentioned that having the extra staff on board ready was great with having the trucks sitting and waiting to ensure the process runs smoothly.

Everyone who works with McGuire appreciates the hard work and dedication she and her staff put in to make sure everyone is taken care of.

- SUU – No representation. The temporary tower has improved safety but limits some operations. Such as touch-and-go training, when tankers are active.

An incident between a private pilot and a tanker prompted activation of the temporary tower.

East ramp update – bringing hangar up to fire code.

Need weed control on and around hangar on streetside. Galetka will send notification.

- Woolpert – No representation. Runway 2/2/0, seal coating, crack sealing, and re-marking will begin the first week of August. Will be conducted at night to minimize disruption of any operations. More rubber removal is needed than expected.

Taxiway Alpha project, core samples were taken to test the base for a project scheduled for 2029. The design phase is underway, with a mill-and-overlay expected for most of the taxiway.

It also includes East Apron, section to be reconstructed is scheduled for next year (2027) as well as the northside of 8/26 on Alpha. To have different markings for east Apron to help accommodate tankers a bit better as well as with SUU operations and National Guard.

- Open Forum – Appel; wants it to go on record that the quorum of four (4) members is considered a majority when the board on has seven (7) active members.

The eighth position has been vacant for some time (two years). A question arose whether the mayor will be appointing an eighth position.

Galetka; was asked by the mayor's assistant (Natasha Nava) if Galetka has anyone to recommend. A list was provided to the previous mayor and is still being held with current mayor in office for review.

AIRPORT UPDATE

- Project Report
 - Weed Abatement – Airport staff have been clearing the weeds as well as City Streets assisted with mowing the fence line prior to 4th of July celebrations. Discussion continues on effective weed control methods.

Notices will be sent about the weeds along hangars that are for sale.

- Terminal Boarding Concessions - A Keurig machine and supplies were purchased for passengers in the secure area. It can be relocated if a new concessionaire is found.

Awaiting a plumber to install the system into the secure area counter to supply k-pods for free. If supply does not meet demand, then charge for them. To be installed within the next couple of weeks.

- Safety Management Systems (SMS) – Still working through the process. There were some corrections on the manual.

Estimated 14 months to have full plan executed per FAA standards.

Tenants will be able to retrieve through the SMS portal once it is in place.

- Aviation Way Streets Signs – A contractor (Cache Valley) will be hired to install new overhead signs to ensure correct and rapid installation.

Goal to have better and bigger signs coming from Airport Road for visibility.

- Leakage Study – Working with consultant to get a new leak study for passenger data.

CEDAR CITY REGIONAL AIRPORT BOARD

JULY 9, 2026

PAGE -4 -

- Temporary Air Traffic Control Tower (ATCT) – Working relationship with them has been great. They have a better trailer than what they had last year.

Very minimal issues with tower. Biggest challenges, NOTAM are not being read.

- Budget Report – End of year fiscal year June 30th. For revenue, the airport generated an additional \$247,000 on top of the budget of \$1,009,000, totaling \$1,206,718.

Considering land fees, made an additional \$112,000 on top of what budgeted for due to tanker activity.

Fuel flowage over \$30,000 making an additional \$123,000 in interest earnings and gravel pit \$42,000. Not including tenants that are overdue.

With contract renewal with FAA, airport is behind on that.

Financially it has been a good year for the airport. Aside from Grants, there was an additional \$70,000 to assist with funding the airport.

Total budget \$856,000

- Equipment Acquisition – Purchased a dump trailer for weed control and tree trimming. Airport Ops can now stage materials.

Ordered crack seal to be used in the fall.

Seal coat/Fog seal on taxi lanes and keyhole.

Using the blanket contract to perform work.

A new sweeper refill and a snow-removal bucket are being purchased for winter. The city will also loan a loader during heavy storms.

- Airport Staffing Update – Brandon left Airport Operations for a pilot position in Moab. Bryant Foster joined Airport Operations a couple of weeks ago and is still in training. He is also a pilot and brings heavy equipment experience, making him an asset to the airport team.
- Independence Day Report – It was a very good year for the airport as mentioned earlier in the meeting. With one incident that was quickly addressed.

*Action Item for 2027 (Independence Day): Notify Mary (Economic Development Coordinator) to post an awareness on city website and social media. Some kind of tutorial regarding the rocket fuel finale. To avoid a panic.

Gate issues update: The RFP for the camera systems will include new card readers for the three access gates of concern.

- Airport Overlay Zoning – No updates.
- Airline Advisory Committee (AAC) – Leakage study will go out to each airline that Galetka met with in Chicago. To provide what the new data is from study.

The board discussed strategies to attract new carriers.

Efforts to meet with Allegiant have been unsuccessful for years. However, this year's conference met with American, Allegiant and United airlines.

A key strategy is demonstrating community and partnership support to potential new airlines.

SkyWest indicated a potential new run from Salt Lake.

Advertising and community involvement to increase enplanements must be in place.

St. George remains a competitive yet challenging market. The airport benefits from being a less congested alternative.

- Action Items:
 - Tujunga LLC Lease Assignment – Clayton Cheney's old hangar was purchased in 2021. Lease was initiated November 22, 2021. Three individuals went in on a partnership for business investment. One of the individual partners requests to purchase the hangar. It is going to be assigned to the three individual members of the LLC first, then eventually buy the rest of the members out.

It is simply assigning from the current LLC, their hangar lease and the adjacent vehicle Right of Way lease to the individuals of the LLC.

They have their Assignment Agreement that Galetka sent in an email as well as the one from the city. Awaiting response from the city attorney.

Ellis commented that Lease states that it is California LLC, and the Assignment states it is Utah LLC. He stated that it can be both, however, technically they must register with the second state as a foreign entity. There may be additional processes that go with that.

*Action Item: A legal check is needed to confirm registration as a foreign entity in the second state.

Ellis also commented, Paragraph 1 of the memorandum of lease. There is a typo on the boiler plate format. Amend to remove wording for clarification.

Appel made motion, Frehner seconded, and all I's were in favor to approve a lease transfer for a Utah LLC with recommended correction changes.

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