

CEDAR CITY REGIONAL AIRPORT BOARD MEETING
July 13, 2023

A regular meeting of the Cedar city Regional Airport Board was held on Thursday, July 13, 2023, 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
Maria Twitchell, Member
Terri Hartley, Member
Mike Bleak, Member
Mark Leavitt, Member
Ryan Marshall, Public Works Director
Tyler Galetka, Airport Manager
Anna Hernandez, PW Executive Assistant

JJ McGuire – Sphere One
Blaine Nay – AOPA/Pilot
Mike Mower - SUU
Gary Oura - TSA
Jon Jackson – AirLife Utah
Chris Cox - SUU
Jeff Frehner - Citizen

ZOOM (Air Methods)

Jessica Andura – T-O Engineers
Kirk McDaniel - Aviation

ABSENT/EXCUSED:

Vaughn Montgomery, Member
John Appel, Member
Jyl Shuler, Member

APPROVAL OF MINUTES

Hartley moved motion to approve, Bleak seconded, and all were in favor, that the minutes from the June 8, 2023, meeting be approved.

INFORMATIONAL ITEMS

- SkyWest – No representation.
Galetka gave an update; SkyWest has been talking about doing the dual cabin class update with a larger aircraft. Airport is still working to accommodate that for the security program. This is still pending estimate. The initial plan is for October 9th that SkyWest will be bringing the CRJ 700's for a little bit of time.

Also, flight times have changed, with a 11:15 am arrival with a noon departure for the first flight of the day. The afternoon flight is still the same, 6pm to 7pm.

- T-O Engineers – Jessica
Not much of an update from the last meeting. The forecast is still in review by FAA and trying to get that approved. They have been moving forward as much as they can with facility requirements which is the next chapter of that plan.

- TSA – No Update
- BLM – No representation
- FBO – McGuire
They are on hold for fire season; they have 9 charters coming in for football season. They are seeing a pickup in GA because of the weather. They have had a few people call in with issues with how busy the airfield is.

There was a question about how many charters do they get?

The most FBO gets is 9 being the highest, the lowest is 6 for football charters. Last season for final four basketball they ended up getting 4 which was completely unexpected. Those charters do count as enplanements, with SUU being the highest of the charters. Averaging 100, with night charters could see around 900 to 1000.

- SUU – Mower
On Saturday SUU hosted 28 legislators event starting at 7 am with multiple presentations from tourism from the inland ports as well as a presentation from SUU aviation.

Update on the flying, right now they are flying 850 hours/week. Which equates to about 500 to 550 launches and recoveries. Most of the flights are Monday through Friday with a few flights on Saturday mainly fix wing to make sure students complete before the semester.

SUU has received some concerned phone calls this week regarding Shakespeare and helicopter flyovers. It is not SUU, it was Lifeline/AirLife due to an emergency. All the SUU aircraft have spider tracks and GPS trackers. They also have Geo fences set up all over the place, so if one of the pilots breaks the Geo fence Chris and Mike are immediately alerted and can have corrective action. That is with altitude as well as location.

There was a question if SUU has things in place for fire season as far as adjusting their schedules?

It would not be adjusting schedules it would be more adjusting flight patterns.

Yes, as soon as the dispatcher is contacted by fire base, then they adjust. They have moved all their run ups to the east area for the duration of summer. Once fire season is over, they will go back to the alpha one area.

- Aviation – McDaniel

The AIP 36 project, which is the broom finished up in May.

The AIP 44, pavement preservation project that is going on taxiway Charlie also the aprons. They have finished up the seal coat with the final paint that still needs to be done. They are working with the contractor on that, estimating the end of month 1st of August before they get to it.

The AIP 46, taxi way north pavement preservation project. The grant is with the city for approval, so they are working with the contractor on the insurance and bonds. Anticipating the start of construction with the crack seal probably the end of the year to first of the year.

The AIP 47, the relocation of the fence project. The grant, which is with the city for approval, they are working with the contractor on insurance and bonds. They are trying to get that on the schedule as fast as they can to get that project taken care of.

The AIP 48 project, the ARFF vehicle and ancillary equipment. The grant was sent to the city for approval. As soon as the grant is approved, they will award that contract to Rosenbauer to get that ARFF vehicle manufactured.

The terminal expansion project, they are working through right now with the fees and some of the design issues.

- USDA – No representation.

- Airline Utah – No Update

- Open Forum –

Galetka mentioned two days ago the Airport did a UAS mapping of the airport. In previous years Utah State Aeronautics would come with their engineer and do a pavement evaluation on the surface of the airport. Now they have hired Silent Falcon US technologies where they use a drone to fly the airport and do the mapping. It gets a close-up view where they can see every crack deviation on the asphalt. Full images of all asphalt on the airport they will provide to the Airport

and Utah state. It will help justify all maintenance projects with the state and FAA.

Galetka would like to get both the Board and general aviation's opinion on pursuing the contract tower program with the FAA. The airport would have to apply to it having to prove the airport has a need for it and a demand in which the airport meets those criteria with how busy the airport is. If the airport needs incidents reports on how many issues, and if SUU can provide these records, conflicts with the charter pattern. Galetka would like to try to propose that to the FAA.

The Contract Charter program will need funding to get the tower. The cost of that is unknown at the moment, the estimation a couple of years ago was 5 to 7M. There are programs out there that Galetka would like to look into to try to get grants from FAA and congress. If grants are awarded and tower is built then FAA will provide the controllers. With the tower itself, the Airport would have to provide the maintenance costs. However, they will pay a land lease for that tower with rental fees so it will pay for itself to care of and maintain it.

Right now, the complaints that are received, the airport is going to move to a safety management system. With a safety management system, they will have to act upon the complaints. The airport is going to find a spot if they receive continuous complaints on how busy they are and do not pursue looking into a tower then there is a liability.

Poulsen questioned, what is the responsibility as a city as far as cost, does the FAA build the building?

The Airport would have to find a way to get someone to build it and apply for grants to fund it. Depending on the programs, the contract in a program the FAA will hire third party controllers to control that tower for the airport and pay the costs for staffing. Other tower programs if the tower is built then the airport is responsible for the controllers.

Galetka is interested in pursuing the program where the FAA pays for the controllers. He would like to pursue this and be proactive to prevent any fatal accident from occurring. The airport will have a safety management system within the next couple of years and that may be the biggest complaint which cannot be ignored.

On previous occasions, the airport has been denied for a tower from FAA.

The city maintenance plays a big role in this, if the FAA builds the tower can the city afford to maintain it. That is information that needs to be obtained.

Galetka and Holt met with a consultant a year and a half ago and he had stated that the estimated cost of maintenance of the equipment is about \$60 thousand a year. However, the FAA will lease the building and right now with the flight service station old building internal part of half of it (\$50 thousand per year). The on-going cost is still being looked at for the going rate for the square footage for a full-fledge tower.

The remote tower program is a slow process. If the airport gets approved for the tower, it would be the FAA to decide on the tower.

AIRPORT MANAGER'S REPORT

- Project Report
 - Terminal Parking Maintenance – In the east parking lot of the terminal, they have crack seal, seal coat and painted the east side and working to get the west side completed probably by the end of August.

There was a question on where they are with the funding from the FAA on the parking lot, to where they can charge for overnight parking?

It is a 20-year timeline from when the grant was funded for the terminal building in 2005. The airport has 2 more years before they can decide and weigh out the benefits of the costs.
 - Terminal Stain – The airport ops team is working on re-staining the outside of the building. It is an 18-year-old building and showing signs of wear. It has been paid for and should be done soon.
 - Aviation Way Median Renovation – That is a state grant that the airport received last year. The old gravel outside the first 3 islands has been torn out. There was a weed barrier that was purchased, and new gravel was put in to replace that. It will be the same gravel and the same look with adding a bit thicker gravel so there will be less weeds.
- Utah Prairie Dog Issues – The airport has once again become a prairie dog habitat. A couple of years ago the prairie dog fence was built, it has been working well. Prairie dog counts were low outside of the airport, it got down to where they have seen only one or two prairie dogs a year inside the airport for two years. This year it has been a big problem, they have seen at least 30 of them at the airport. Airport has been working with the US Fish and Wildlife Services and DWR and have given the airport authorization to take the prairie dogs off the airport

aside from some. It is still a very big issue, there are some still coming onto the airport property. The local DWR informed them that the count was up to four times of what they expected around the airport (the areas were shown on a map by Galetka to the board members). The population has grown substantially throughout the airport. There is a section that does not have prairie dog fence set up which is where they may be coming through. Galetka would like to bring up a discussion they can tie in to finish the fence by using federal funding. There are some issues that they will be working through. They are trying to push to get them out to trap, trapping is very slow. They usually only do it between July and September. The airport is trying to make it a safe environment since they are endangered.

The Federal biological opinion states that they will try to trap first if trapping is not an option or not effective. The Fish and Wildlife expects to take up to 30 prairie dogs a year.

- Airport Operations Shift Change – Mike who replaced Tyler’s position his shift will be Monday through Friday from noon to 8 pm. It takes off pressure from Tyler, SUU and Sphere One in the afternoons during those times. Kirk’s shift will be Sunday through Thursday, covering the afternoon shift on Sunday for the commercial flight in the evening. The airport will not be staffed from the hours of 8 pm to 7 am, and the exception for Saturday after 3pm since there are no commercial flights in the afternoon.

There was a question if there is a common phone number to call?

Galetka wants to pursue having an office phone number that can re-direct calls to whoever is on-call. Put a system in place for off-hour calls.

- Airport Name/Branding Discussion – Revisiting from the last minute to discuss, is this something the board want to explore.

There were several concerns, one being that there are no rental cars services available for those who want to fly in and expect to drive to the Parks.

The purpose of this was to drive traffic for people who do use the Las Vegas airport. To let them know there is a closer airport, so when they are searching their trip to Bryce Canyon that a Cedar Bryce airport would show up on their search engine.

Marshall stated, the reason it was put on here is we are looking at building a new terminal, trying to expand service, and looking at a consultant who is going to help go out there and try sell Cedar City and bring in some different airlines and more flights. Trying to do all this and one of the ways to do that is to start driving traffic to this airport to justify all this.

This is not something that is going to happen soon, what will happen there is a consultant that will be tasked to go out and look at the marketing plans and what is driving the traffic on different airports and different sites and what is the best approach to do that. Have them come back to the board and provide data on; how this is what you will see if we change this, this how much more clicks and hits you will be seeing.

From the discussion there are some concerns and there is enough to go and do research to see if it is beneficial. It will be kept on the agenda to remind the board to push to find out what the opinions are and for the board to start looking at some consultants to do that work. Once more concrete studies are done, then data will be provided with what the possibilities are.

Gathering the data will be helpful in moving this forward.

- Airline Marketing – “Take Off North America” is August 13th, 14th and 15th in Atlantic City, New Jersey. The mayor is interested in going to that. The airport is looking at booking it and have costs associated with that. Just need to find out who will be attending. Try to get another route and continue that on. Looking into hiring a new consultant, meeting with a couple of firms on Friday to see who will want to represent Cedar City. There are two good options.

The airport is not trying to replace the Delta service to Salt Lake, they would love to keep that. An additional route would be great. The mayor wants to tie in more on tourism and where it links together. What are the best options to get more tourism on aircraft into Cedar City and also cater to businesses.

There was a question on what is the criteria before it affects the Essential Air Service?

The airport can add one more flight per day, do not think they can get that with the extra service. They will probably get a bigger aircraft.

- Airport Fee Changes – This was taken to the City Council last month, the fees have changed, made effective July 1st. The Fuel and tanker base fees went up, which will help revenue. Hanger fees with Fed-Ex went up with inflation. The T-hangers used to be \$120/month; however, they have dirt floors, have no power and there

is no separation between stalls. Airport was interested in raising the prices because one, they should be to be fair and more competitive. Two, wanting to add improvements. They went from \$120 to \$240 doubling, however that revenue extra for Cedar City will be \$7,200/year. Galetka is looking in trying to turn that money around and put money back into the T-hangers. Long-term putting in concrete pads where the aircraft will be parked instead of having dirt making it a more usable space.

They are in the works in getting quotes in adding power to add outlets and lights. Also looking at quotes for materials to install dividers between each T-hanger. This is something Galetka would like to see done this next fiscal year to help justify that increase.

This year they are going to do preventative maintenance on the doors every 6 months.

Poulsen wanted to bring up and talk about the lease holds that are under. Right now, the hangers at the end of their term go back to the city. There should be an option that people that put a major investment into the airport have the option to be able to pay a fare rate and still continue on with owning their hangers. They have all signed it because they were informed it was a requirement by the FAA and it was the only way it could be done. Now that they know this is not true, it should be re-visited.

That raised concerns about the increases, hanger leases and their renewals.

Galetka stated he will do some research to look and see what other airports are doing.

Currently as it is stated the lease is a 20-year lease and then it will go to CPI prices which will max out 3% per year. After 20 years can be renegotiated.

Discussion will be revisited at the next board meeting as an Action Item.

Leavitt motioned that there be a message sent to the City Council that as an Airport Board this should be revisited and looked at a Market base issue as well as an extension of leases in the future and land lease rate. Poulsen seconded and all were in favor.

- Terminal Expansion Options – There were issues with the project on costs. What was proposed and presented for a cost of \$4.3 million, included 200 passengers hold room, baggage and carousel, and larger restroom facilities. The administrative and engineering costs were not included in that.

It is going to be a \$5 million project, which will take away from other projects in the future that the airport would not be able to complete. Aviation has presented another option that brings it down to \$4 million less than what was expected. However, it does cut down the sitting passenger area and lose that baggage claim. The new option passenger seat hold room will be 150 instead of 200, using the existing baggage claim and adding rollers off the ground would add more area for staff to roll bags and create more space for baggage.

- CTAF Issues – SGU and radio interference – Craig Davis brought to the attention of the airport a couple of months ago that St. George was changing their frequency to the same frequency as Cedar City. They did not see any issues down in St. George on the ground but the aircraft in the air have. There has been discussion with that, St George has agreed they will not have the same frequency but must work with FAA or FCC on it. There is still some interference, after 56 days then it will be changed to a different one.

FAA Tech Ops mentioned someone had a radio that can produce feedback and there is a setting for it. It was turned on where there were beeps without a radio call interfering on the radio. After two months working with Tech Ops to figure it out, they found that the interference was coming from near the cemetery area by the UPS facility. The UPS's old radio was turned on causing the beeps. Tech Ops turned the radio off and informed UPS not to turn radio back on.

As there was nothing further, the meeting adjourned at 9:45 AM.