

HEBER CITY CORPORATION
75 North Main Street
Heber City, UT 84032
Airport Advisory Board (AAB) Meeting
April 16, 2025
4:00 p.m. – Regular Meeting

-Time and Order of Items are approximate and may be changed as Time Permits-

I. Call To Order/Roll Call (Chairman Talley)

II. Pledge of Allegiance (Board Member Peterson)

III. Approval of Minutes

1. Approval of the November 14, 2024, meeting minutes. (Robin Raines-Bond)

IV. Public Comments: (Please limit comments to three (3) minutes per person.)

V. Airport Manager Quarterly Report (Travis Biggs)

Airport Update Flyers

Gate and Fencing Updates

Upcoming Pavement Project

AWOS Relocation

Environmental Next Steps

Mayor's Award and Fire Operations

Beta Electric Aircraft Visit

UAOA Report

UDOT, AOPA, UAOA Land Use Around Airports

Potential New Hangar Lots Behind the Airport Manager's Office

VI. General Business

1. Election of New Officers (Chairman Talley)
2. Current Projects
 - a. Engineering Report (Jeremy McAlister)
 - b. T- Hangars Update (Jeff Peterson)
 - c. Elemental Aviation Hangar Update (Jason Talley)
 - d. OK3 Hangar Update (Nadim AbuHaidar)

VII. Adjournment

Ordinance 2006-05 allows Commission Members to participate in meetings via telecommunications media. In accordance with the Americans with Disabilities Act, those needing special accommodations during this meeting or who are non-English speaking should contact Robin Bond at the Heber City Offices at 435-657-7887 at least eight hours prior to the meeting.

Posted on April 15, 2025, in the Heber City Municipal Building located at 75 North Main, the Heber City Website at www.heberut.gov, and on the Utah Public Notice Website at <http://pmn.utah.gov>. Notice provided to the Wasatch Wave.

HEBER CITY CORPORATION
75 North Main Street
Heber City, UT 84032
Airport Advisory Board (AAB) Meeting

November 14, 2024

5:00 p.m. – Special Meeting

DRAFT MINUTES

-Time and Order of Items are approximate and may be changed as Time Permits-

I. Call To Order/Roll Call (Chairman Talley)

Chairperson Talley called the meeting to order at 5:03 pm. He welcomed everyone and recognized Jeff Mabbutt as a new member of the AAB, replacing Board Member Tomanelli, who moved.

Airport Advisory Board Present:

Chairperson Jason Talley
Vice Chairperson Bill Tew
Bart Munteer
Jay Henry
Jeff Peterson
Nadium AbuHaidar
Jeff Mabbutt
Alternate / City Council Member D. Scott Phillips (remotely)
Alternate / City Council Member Sid Ostergaard

Staff Present:

City Manager, Matt Brower
Airport Manager, Travis Biggs
City Recorder, Trina Cooke
Airport Administrative Assistant, Wendy Anderson
Finance Manager, Sara Nagel
City Attorney, Jeremy Cook

Also Present: Airport Consultant Ryan Leick, Oliver Talley, Bill Wehrs, and others who did not sign in or whose handwriting was illegible.

Attending Remotely: City Council Member Scott Phillips, Airport Attorney Steven Osit, IT Director Anthon Beales, and Cody Orvis.

II. Pledge of Allegiance (Bart Munteer)

Airport Advisory Board Member Bart Munteer led the recitation of the Pledge of Allegiance.

III. Approval of Minutes

1. Approve the August 7, 2024, Meeting Minutes. (Robin Raines-Bond)
MOTION: Board Member Peterson motioned to approve the minutes as written. Vice Chairperson Tew seconded the motion. **Yes:** Chairperson Talley, Vice Chairperson Tew, Board Member Mounter and Henry. **No:** None. **Abstained:** Board Members Jeff Mabbutt, Nadium AbuHaidar, and Jeff Peterson. **Motion passed**

IV. Public Comments: (Please limit comments to three (3) minutes per person.)
No one from the public came forward to comment.

V. General Business

1. Rates and Charges Policy (Ryan Leicke, Aeroplex Group Partners, Travis Biggs, Airport Director)

Overview: The Heber Valley Airport Advisory Board (AAB) meeting primarily focused on reviewing and recommending fee schedules for airport operations, including landing fees, fuel flowage fees, and commercial aeronautical permit fees. Discussions addressed discrepancies between Staff recommendations, consultant studies, and AAB suggestions.

Key Points:

1. **Fee Recommendations and Discussions:**

Legal Counsel: Mr. Osit, Airport Legal Counsel clarified that an ACIP stood for Airport Capital Improvement Plan, and explained that the FAA (Federal Aviation Administration) mostly funded it. The Heber City Airport would generate the remaining expenses. The ACIP was a fifteen to twenty-year plan.

Mr. Osit clarified that the FBO's (Fixed Base Operator) legal counsel was working on defining the phrase "regional trends", and the City had decided to wait to increase fuel flowage fees until that term was defined. City Attorney Jeremy Cook concurred.

Consultant Presentation: Mr. Ryan Leicke provided an overview of fee recommendations based on financial studies for airport sustainability. He said to include the rates and fees for firefighters and other emergency entities that use the airport.

Board Concerns: Clarifications were requested on registration fees, revenue projections, fuel flowage fees, and the rationale behind proposed rates. Questions about the possibility of a special district for the airport boundaries were addressed.

Staff's Stance: City Manager Matt Brower clarified there were three differences between the recommendations approved by the Airport Advisory Board versus the recommendations forwarded to the City Council from Staff. The landing fees, fuel flowage fees, and the commercial aeronautical fees. The Staff recommendation was based upon the studies performed by the consultant in order for the airport to maintain financial soundness. City Manager Matt Brower emphasized the

importance of aligning fees with consultant studies.

2. Initial Motion and Debate:

Motion by Board Member Bill Tew: Recommended the proposed fee schedule with an exemption for the Fixed Base Operator (FBO) from commercial aeronautical permit fees.

Clarifications: Airport Counsel Steve Osit explained that FBOs operate under independent agreements, making such exemptions common but potentially inconsistent with broader fee policies.

Amended Motion: Board Member Tew removed the FBO exemption, and the motion passed (3-2).

Motion: Board Member Bill Tew moved to recommend the proposed fee schedule as depicted in the Fee Schedule Comparison slide shown in the presentation. **Second:** Board Member Henry's second stood. **Vote: Voting Yes:** Board Members Bill Tew, Jay Henry, Jeff Peterson, and Bart Munteer. **Voting No:** Board Members Jeff Mabbutt and Nadim AbuHaidar. The **Motion Passed 3-2**

3. Landing Fees for Small Aircraft:

Legal Concerns: Staff and legal counsel advised against exempting aircraft under 3,500 pounds from landing fees, citing FAA case law and concerns about unjust discrimination.

Revised Motion: Board Member Tew moved to reconsider and remove the exemption for small aircraft. This motion passed unanimously (5-0).

Motion: Board Member Tew moved to reconsider the previously passed recommendation and remove the exemption of landing fees for aircraft under 3,500 pounds. **Second:** Board Member Henry made the second. **Yes:** Board Members Bill Tew, Jay Henry, Jeff Peterson, Bart Munteer, Jeff Mabbutt, and Nadim AduHaidar. **No:** None **Motion Passed.**

4. Council Recommendations:

The AAB's final recommendations included the revised fee structure without exemptions for small aircraft or FBO-specific fees.

The proposed fee schedule will be presented to the City Council on December 3, 2024.

Decisions:

- Adopted a fee structure based on consultant studies, ensuring compliance with legal and FAA standards.
- Clarified roles and fee responsibilities between FBOs and SASOs (Specialized

- Aviation Services Operator).
- Ensured equitable cost distribution for airport maintenance through revised landing fee policies.

VI. Adjournment

Motion: Board Member Peterson made the motion to adjourn. **Second:** Board Member Henry made the second. The meeting adjourned at 7:00 p.m.

I, Robin Raines-Bond, Deputy Recorder of Heber City, hereby certify that the foregoing minutes represent an accurate record of the meeting held on November 14, 2024. This document constitutes the official minutes of the Airport Advisory Board Meeting.

SEAL

April 16, 2025

Robin Raines-Bond,
Deputy Recorder

Airport Manager Quarterly Update

April 16, 2025

Airport Update Flyers

Heber Valley Airport Update – Spring 2025

(Please see attached map and flyer)

Dear Friends, Tenants, and Airport Users,

Spring is in full swing, and with it comes a season of exciting growth and change here at Heber Valley Airport. We've got a lot in motion — from major infrastructure upgrades to long-anticipated projects taking flight — and I want to keep you updated on everything that might impact your hangar access, flying routines, or airport experience. This is the first of what I hope will become regular updates to help all of us stay informed and connected.

GATE 1 CLOSURE & ACCESS UPDATES

Gate 1 (near the Airport Manager's Office and Beacon Tower) will be deactivated in the next week and will remain deactivated permanently. This change comes as part of multiple new hangar developments and the expansion of the adjacent taxiway, which will improve aircraft operations but eliminate safe road access in that area.

To maintain access to the Daniel hangars, the following solutions are in place:

- A new power gate is being installed in the row of 50'x50' hangars. The motor is currently on backorder, but we expect it to be operational by July.
- Until then, a chain-link gate located at the first taxiway of the 75'x75' hangars will be open daily from sunrise to sunset. It is anticipated that this will be the main access for fuel trucks and emergency vehicles when access is clear, until the second motorized gate is installed at the end of the updated taxi-lane in front of the 100x100 hangars.
- If you need access before sunrise or after dark, please contact the Airport Manager at 435-671-1459. Gate 2 (behind OK3's maintenance hangar) will also remain available.

Refer to the attached map for updated gate access details.

ONGOING & UPCOMING PROJECTS

- **New Hangars at Gate 3 (Daniel Road):** T-hangars and box hangars are under construction behind the storage units. Access here is currently restricted to construction personnel only until roads and new taxi lanes are complete.

Here's a little excerpt from this Springs Flyer

- Spring is in full swing, and with it comes a season of exciting growth and change here at Heber Valley Airport. We've got a lot in motion — from major infrastructure upgrades to long-anticipated projects taking flight — and I want to keep you updated on everything that might impact your hangar access, flying routines, or airport experience. This is the first of what I hope will become regular updates to help all of us stay informed and connected.



Gate and Fencing Updates

- Blue Square: Proposed new power gate locations
- White Square: Temporary access through chain link gates
- Red X: Existing gate to be closed

Upcoming Pavement Project

- Every five years, the FAA requires reapplication of seal coat, crack sealing, and repainting of markings, which will result in a 4-5 day airport closure anticipated for late May or early June, with the final schedule depending on weather, contractor availability, FAA approval, and funding, and updates will be posted at all gates and emailed once confirmed.



AWOS Relocation

- The airport's AWOS may be relocated later this year.
- This move is a key step in the master plan process.
- Necessary to remain in compliance with the master plan upgrade requirements.
- Further updates will be provided as plans are finalized.





AWOS Relocation

Environmental Next Steps

- As part of our environmental assessments, a groundwater monitoring well has been installed behind the CAF Museum in the old landfill area.



Mayor's Award and Fire Operations

HEBER CITY COUNCIL STAFF REPORT

MEETING DATE: 12/3/24

SUBJECT: Mayor's Award to Travis Biggs



RESPONSIBLE: Mayor Heidi Franco

STRATEGIC RELEVANCE: Necessary Administrative Item

RECOMMENDATION

Troy Morgan, the Wasatch County Fire Warden is nominating Travis Biggs, Airport Manager for the Mayor's Award.

Fire Warden Morgan emailed the Mayor saying:

"Good afternoon Mayor Franco.

I just wanted to take a minute to express my appreciation to the Heber City Airport, especially manager Travis Biggs. As you are aware, we experienced a pretty significant Wildfire on September 28th that continued through October. Mr. Biggs and the Heber City Airport were instrumental in our successful air operations to contain the Yellow Lake Fire. As the County Fire Warden, I want you to know that anytime I have dealt with Mr., Biggs it has always been a great experience. This was not the only time the Airport and Mr. Biggs helped us out on wildfire incidents, you should be very proud of the way Mr. Biggs represents Heber City.

Thanks for your time.

Troy Morgan

Wasatch County Fire Warden"

The Mayor thanks Travis Biggs for his public service to Heber City and Wasatch County!



Beta Electric Aircraft Visit

- Proud to participate in the Electrification of Utah Airports initiative.
- Preparing for electric aircraft, drone delivery, and taxi drones ahead of the Winter Olympics.
- Recently hosted a demonstration by BETA Technologies.

UAOA Report



UDOT, AOPA, UAOS Land Use Around Airports

- We've partnered with UDOT Aeronautics and AOPA to create a flyer explaining Utah's new land-use law, which mandates municipalities to consider airports and aircraft operations in their planning; a copy of the flyer is attached for reference.



PROTECT YOUR COMMUNITIES AND AVIATION; IT'S THE LAW

Changes to Utah State Code effective January 1, 2025,
that Utah state and local leaders should be aware of

We're reaching out to share some important updates to Utah State Code, specifically regarding **land use near public airports**, that took effect on **January 1, 2025**. These changes are designed to help communities like yours make informed planning decisions while supporting safe, sustainable airport operations.

WHY DOES THIS MATTER?

Utah's public airports are vital to our state's economy and infrastructure. However, as communities grow, development near airports can create challenges if not properly managed. By following the new guidelines, you can:

- **Enhance public safety** for residents and aviators.
- **Protect property values** by avoiding noise and operational conflicts.
- **Safeguard your community** from legal issues stemming from incompatible developments near airports.

WHAT'S CHANGING?

Revised Utah State Code 72-10-403 aligns with federal standards to help ensure compatible land use around airports. Here's what it means for your municipality if you're within an airport influence area:

1. **Zoning Requirements:** You'll need to adopt and enforce an **airport overlay zone** that complies with federal regulations (14 C.F.R. Part 77).
2. **Development Notifications:** Inform property developers about aircraft overflights and potential noise.
3. **Aviation Easements:** Developers may need to provide or sell easements to the airport owner to ensure operational safety.
4. **Compliance Deadline:** By **December 31, 2024**, these steps should have been in place. If not, stricter default requirements will apply.

HOW TO COMPLY

We recommend the following steps to support compliance and protect your community:

- Work with your **local planners and zoning teams** to establish an airport overlay zone.
- Engage with your **local airport administrators** and pilot communities for guidance.
- Review resources like the **FAA's Land Use Compatibility Planning Guide** and the **State of Utah Airports and Land Use Guide** to better understand best practices.

NEXT STEPS

For questions or assistance, please don't hesitate to contact any of our organizations as follows:

- **Utah Department of Transportation**
(e: contactudot@utah.gov t: (801) 965-4000)
- **Utah Airport Operators Association**
(e: utahairports@gmail.com)
- **Aircraft Owners and Operators Association**
(e: brad.schuster@aopa.org t: (202) 851-7502)

To help get the word out, we are planning to provide presentations and materials at upcoming events like the **Utah League of Cities and Towns** and other state and local events and conferences to ensure everyone is well-informed on this topic.

Thank you for your attention to this important matter. Together, we can protect Utah's vibrant communities and aviation industry while supporting responsible growth.

Potential New Hangar Lots Behind the Airport Manager's Office

- We are surveying a parcel that could potentially accommodate a 100'x100' hangar or slightly larger with landside access, and more information will be shared as plans develop.



Election of new Officers

Engineering Report



T-Hangars



Elemental Aviation



OK3
