

Agenda: Heber City Annual Council Strategic Planning Retreat

January 18 and 20, 2024

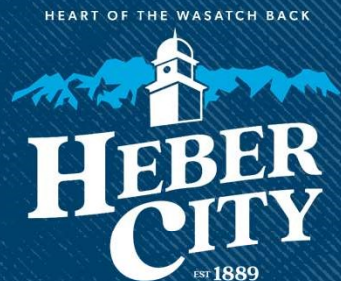
Day 1 – Thursday, January 18, 2024

5:00 to 9:30 p.m.

Heber Police Department Community Room

Time	Activity / Description	Who
5:00 p.m.	Welcome 1) Check-in 2) Overview ✓ Ground rules & logistics details ✓ Parking Lot of Ideas & Action Register 3) Desired Outcomes ✓ Reaching Team Potential ✓ Moving the Community Forward ✓ Finalizing Budget and Policy Priorities	Mayor Matt
5:10 p.m.	Dinner —Working Dinner (Serving at 5:10)	All
5:15 p.m.	Guest Speaker: Colin Hilton, CEO Utah Olympic Legacy Foundation	
5:45 p.m.	Celebrating 2023 Victories	Leadership Team
6:30 p.m.	Public Comments	
6:40 p.m.	Break	
6:50 p.m.	State of the Administration ✓ Economic Outlook--Federal, State & Local ✓ Acknowledgements ✓ Council Priorities—Score Card Summary ✓ General Financial Overview ✓ Review of Key Trends ✓ Priority Recommendations	Scott Burnett Matt
8:10 p.m.	Strategic Topics 1) Short Term Rentals Policy Recommendation (45 min) 2) Heber Valley Airport—Master Plan Execution & Settlement Compliance (30 min)	Tony Travis
9:25 p.m.	Wrap Up / Overview of Day One	Mayor

State of the Administration



Heber City Council Annual Strategic Retreat

Building a Remarkable Community

Date 1/18/24

Welcome 2023 Heber City Annual Retreat

Mayor Heidi Franco





Retreat Agenda

- Day 1: Thursday, January 18, 2024
- Day 2: Saturday, January 20, 2024



Strategic Retreat Objectives

- ▶ Strategic Priorities: Agree on budget and policy priorities
- ▶ Access our Operating Environment: Equally understand current and future trends
- ▶ Collaboration
- ▶ Building a Remarkable Community



Suggested Ground Rules

- ▶ Participate fully and allow others to do so (step up, step back)
- ▶ Respect -- listen open-mindedly to others' ideas
- ▶ Seek consensus or compromise – focus on what we can AGREE on
- ▶ "Parking Lot" for capturing tangential topics
- ▶ Action Register for capturing outcomes
- ▶ Topic time limits
- ▶ Electronics

PRIORITIES

1.

2.

3.





Budget and Policy Priorities

- Why Important?
 - ⇒ Council leads by establishing priorities
 - ⇒ Budget document is key policy document for City
 - Priorities guide budget development
- What Are They?
 - ⇒ Big picture items/focus--50,000' level
 - ⇒ Most important items—"If everything is a priority than nothing is a priority."
- Sources of Information?
 - ⇒ 2023 Retreat
 - ⇒ Master Plans-Envision Heber 2050, Parks/Trails, Cemetery, Capital Facilities, etc.
 - ⇒ Public Input
 - ⇒ Staff Input

Dinner
is
served.





Colin Hilton

CEO, Utah Olympic Legacy Foundation

2034 Olympics

State of the Administration Report

Building a Remarkable Community

City Manager Matt Brower

State of the Administration Overview

- Scott Burnett: 2024 Economic Forecast—National, State and Local
- Acknowledgements
- Score Card Summary
- General Financial Overview
- Key Trends
- Priority Recommendations (7 total)



Scott Burnett

Director of Fixed Income at Zions Capital Advisors

Acknowledgements

Heber Community, Council and Staff



Heber Community—Thank you!



Heber Team—THANK YOU!



Score Card Summary

2023 Budget and Policy Priorities

'23-'24 Council Priorities—Summary of Outcomes

Action Register

- **22 Action Items**
- 17 Completed
- 5 Underway

Budget and Policy priorities

- **14 Budget/Policy Priorities**
- 5 Completed & Ongoing
- 8 Completed & Underway
- 1 Underway

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
ENVISION HEBER 2050: PHASE III	COMPLETE REVIEW AND UPDATE OF CITY ZONING AND SUBDIVISION ORDINANCES.	COMPLETED
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Envision Heber 2050: Phase III	Complete review and update of City zoning and subdivision ordinances.	Completed
Envision Central Heber 2050	1-Finalize executable plans for each district. 2-Complete code updates. 3-Plans for Branding/Marketing/Promotion/Events/Arts/History	1) Completed 2) Underway 3) Underway
Community Reinvestment Agency (CRA)	1-Interlocal Agreements executed with CUWCD, Wasatch County and Wasatch County School District. 2-Develop strategy for developing additional parking in downtown, including a possible Parking Authority. 3. Develop strategies to assemble strategic properties in Main Street and Tourism & Recreation Districts. 4. Finalize priorities for CRA	1)CUWCD agreement approved in Aug 2) Underway 3) Underway 4) Completed
Central Heber Water & Sewer Infrastructure Replacement	1-Adopt annual supporting rate increases. 2-Work to keep project on time, on budget and on scope.	1) Completed 2) Ongoing
Pressurized Irrigation (PI)	1-Project design 2-Project bid 3-Project construction	1) Completed 2) Completed 3) Supply-chain challenges delaying phase 2 construction
Transportation Focus	1-Traffic signal 1200 S—design and install. 2-Transportation Hub-explore locations and creation of hub. 3- Traffic calming strategies, including round-a-bouts, narrower streets, etc. (four round-a-bouts planned for 2023).	1) Nearly completed 2) Ongoing 3) Completed--policy adopted
Eastern Bypass	1-Construct phase B. 2-Construct round-a-bouts on 550 E and Mill Road. 3-Hold Smiths and Red Ledges accountable to agreements. 4-Finalize name for Eastern Bypass.	1) Underway 2) Completed 3) Completed 4) Completed
Affordable Housing Plan	1-Managing Affordable Housing Deed Restrictions A) Formalize arrangements with Wasatch County and/or Mountain Lands to managing deed restrictions for units coming on-line. 2-Affordability A) Negotiate greater affordability with existing affordable housing obligations (80% AMI to 60% AMI) 3-Location A) Negotiate more viable locations with existing obligations B) Explore opportunities for affordable housing projects in CRA and central neighborhoods of Heber	1) Completed 2) Underway 3) Ongoing

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Cemetery Adm. Building	1-Program and design proposed building. 2-Develop project budget. 3-Identify funding source. 4-Construct building.	1) Completed 2) Completed 3) Completed 4) Bidding Jan. '24
Staffing Recruitment, Retention & Assessment	1-Recruitment A) Include Council staffing priorities in FY '23-'24 tentative budget. 2-Retention A) Include funding in '23-'24 budget to update city-wide wage study. B) Commence wage study update in July '23. 3-Conduct City-wide staffing assessment study (complete prior to assessing spacing needs for City Hall staff and planning for additional space).	1) Completed 2) Completed 3) Not started
Open Access Fiber Network	1-Complete MOU for N. Village projects. 2-Complete fiber network standards.	1) Underway 2) Underway
Public Information Officer (PIO)	During budget development process consider and propose strategy to hire PIO.	Completed
Web Site	1-Update City branding-budget amendment if necessary 2-Update City web site-include funding in FY 23-24 budget if necessary.	1) Completed 2) Underway
Dark Sky	1-Enforce adopted dark sky policies. 2-Transition all City facilities to dark sky compliant. 3-Transition streetlights to dark sky compliant. A) Convert Main Street lights to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Develop a dark sky awareness campaign for private property owners.	1) Ongoing 2) Underway 3) Completed 4) Ongoing 5) Completed

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Cemetery Adm. Building	1-Program and design proposed building. 2-Develop project budget. 3-Identify funding source. 4-Construct building.	1) Completed 2) Completed 3) Completed 4) Bidding Jan. '24
Staffing Recruitment, Retention & Assessment	1-Recruitment A) Include Council staffing priorities in FY '23-'24 tentative budget. 2-Retention A) Include funding in '23-'24 budget to update city-wide wage study. B) Commence wage study update in July '23. 3-Conduct City-wide staffing assessment study (complete prior to assessing spacing needs for City Hall staff and planning for additional space).	1) Completed 2) Completed 3) Not started
Open Access Fiber Network	1-Complete MOU for N. Village projects. 2-Complete fiber network standards.	1) Underway 2) Underway
Public Information Officer (PIO)	During budget development process consider and propose strategy to hire PIO.	Completed
Web Site	1-Update City branding-budget amendment if necessary 2-Update City web site-include funding in FY 23-24 budget if necessary.	1) Completed 2) Underway
Dark Sky	1-Enforce adopted dark sky policies. 2-Transition all City facilities to dark sky compliant. 3-Transition streetlights to dark sky compliant. A) Convert Main Street lights to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Develop a dark sky awareness campaign for private property owners.	1) Ongoing 2) Underway 3) Completed 4) Ongoing 5) Completed

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Cemetery Adm. Building	1-Program and design proposed building. 2-Develop project budget. 3-Identify funding source. 4-Construct building.	1) Completed 2) Completed 3) Completed 4) Bidding Jan. '24
Staffing Recruitment, Retention & Assessment	1-Recruitment A) Include Council staffing priorities in FY '23-'24 tentative budget. 2-Retention A) Include funding in '23-'24 budget to update city-wide wage study. B) Commence wage study update in July '23. 3-Conduct City-wide staffing assessment study (complete prior to assessing spacing needs for City Hall staff and planning for additional space).	1) Completed 2) Completed 3) Not started
Open Access Fiber Network	1-Complete MOU for N. Village projects. 2-Complete fiber network standards.	1) Underway 2) Underway
Public Information Officer (PIO)	During budget development process consider and propose strategy to hire PIO.	Completed
Web Site	1-Update City branding-budget amendment if necessary 2-Update City web site-include funding in FY 23-24 budget if necessary.	1) Completed 2) Underway
Dark Sky	1-Enforce adopted dark sky policies. 2-Transition all City facilities to dark sky compliant. 3-Transition streetlights to dark sky compliant. A) Convert Main Street lights to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Develop a dark sky awareness campaign for private property owners.	1) Ongoing 2) Underway 3) Completed 4) Ongoing 5) Completed

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Cemetery Adm. Building	1-Program and design proposed building. 2-Develop project budget. 3-Identify funding source. 4-Construct building.	1) Completed 2) Completed 3) Completed 4) Bidding Jan. '24
Staffing Recruitment, Retention & Assessment	1-Recruitment A) Include Council staffing priorities in FY '23-'24 tentative budget. 2-Retention A) Include funding in '23-'24 budget to update city-wide wage study. B) Commence wage study update in July '23. 3-Conduct City-wide staffing assessment study (complete prior to assessing spacing needs for City Hall staff and planning for additional space).	1) Completed 2) Completed 3) Not started
Open Access Fiber Network	1-Complete MOU for N. Village projects. 2-Complete fiber network standards.	1) Underway 2) Underway
Public Information Officer (PIO)	During budget development process consider and propose strategy to hire PIO.	Completed
Web Site	1-Update City branding-budget amendment if necessary 2-Update City web site-include funding in FY 23-24 budget if necessary.	1) Completed 2) Underway
Dark Sky	1-Enforce adopted dark sky policies. 2-Transition all City facilities to dark sky compliant. 3-Transition streetlights to dark sky compliant. A) Convert Main Street lights to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Develop a dark sky awareness campaign for private property owners.	1) Ongoing 2) Underway 3) Completed 4) Ongoing 5) Completed

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Cemetery Adm. Building	1-Program and design proposed building. 2-Develop project budget. 3-Identify funding source. 4-Construct building.	1) Completed 2) Completed 3) Completed 4) Bidding Jan. '24
Staffing Recruitment, Retention & Assessment	1-Recruitment A) Include Council staffing priorities in FY '23-'24 tentative budget. 2-Retention A) Include funding in '23-'24 budget to update city-wide wage study. B) Commence wage study update in July '23. 3-Conduct City-wide staffing assessment study (complete prior to assessing spacing needs for City Hall staff and planning for additional space).	1) Completed 2) Completed 3) Not started
Open Access Fiber Network	1-Complete MOU for N. Village projects. 2-Complete fiber network standards.	1) Underway 2) Underway
Public Information Officer (PIO)	During budget development process consider and propose strategy to hire PIO.	Completed
Web Site	1-Update City branding-budget amendment if necessary 2-Update City web site-include funding in FY 23-24 budget if necessary.	1) Completed 2) Underway
Dark Sky	1-Enforce adopted dark sky policies. 2-Transition all City facilities to dark sky compliant. 3-Transition streetlights to dark sky compliant. A) Convert Main Street lights to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Develop a dark sky awareness campaign for private property owners.	1) Ongoing 2) Underway 3) Completed 4) Ongoing 5) Completed

Policy/Budget Priorities		
Priorities	Operationalizing Strategy	Status
Cemetery Adm. Building	1-Program and design proposed building. 2-Develop project budget. 3-Identify funding source. 4-Construct building.	1) Completed 2) Completed 3) Completed 4) Bidding Jan. '24
Staffing Recruitment, Retention & Assessment	1-Recruitment A) Include Council staffing priorities in FY '23-'24 tentative budget. 2-Retention A) Include funding in '23-'24 budget to update city-wide wage study. B) Commence wage study update in July '23. 3-Conduct City-wide staffing assessment study (complete prior to assessing spacing needs for City Hall staff and planning for additional space).	1) Completed 2) Completed 3) Not started
Open Access Fiber Network	1-Complete MOU for N. Village projects. 2-Complete fiber network standards.	1) Underway 2) Underway
Public Information Officer (PIO)	During budget development process consider and propose strategy to hire PIO.	Completed
Web Site	1-Update City branding-budget amendment if necessary 2-Update City web site-include funding in FY 23-24 budget if necessary.	1) Completed 2) Underway
Dark Sky	1-Enforce adopted dark sky policies. 2-Transition all City facilities to dark sky compliant. 3-Transition streetlights to dark sky compliant. A) Convert Main Street lights to dark sky compliant. 4-Work with local governments in Wasatch County to incorporate dark sky strategies and investments. 5-Develop a dark sky awareness campaign for private property owners.	1) Ongoing 2) Underway 3) Completed 4) Ongoing 5) Completed

Execution Strategy	
Action Item	Status
Inclusive Playground	Planning underway
Eastern Bypass Road Name	Completed—Heritage Farms PKWY
Spring Flooding	Completed
Committee Alignment	Completed
Portable Sound System	Completed
Spring Unity Event	Completed
Tree Ordinance	Completed
GIS	Underway
Council Meeting Comparison	Completed
Council Meeting Parking Lot	Completed
Utah City Revenue Comparison	Completed
CAMS	Completed
Potholes	Completed
Water Sufficiency Ordinance	Completed
Highway 40 Traffic Light Synchronization	Completed
Conflict of Interest Research	Completed
TAP Tax Expensing	Completed
TAP Tax Strategy	Completed
Planning Commission Report Out	Completed
Parks Standards	Standards reviewed by PC on 9/12/23
Airport Fee Analysis	Underway
N. Village Preservation Fee	In Planning

General Financial Overview

Heber City, Utah



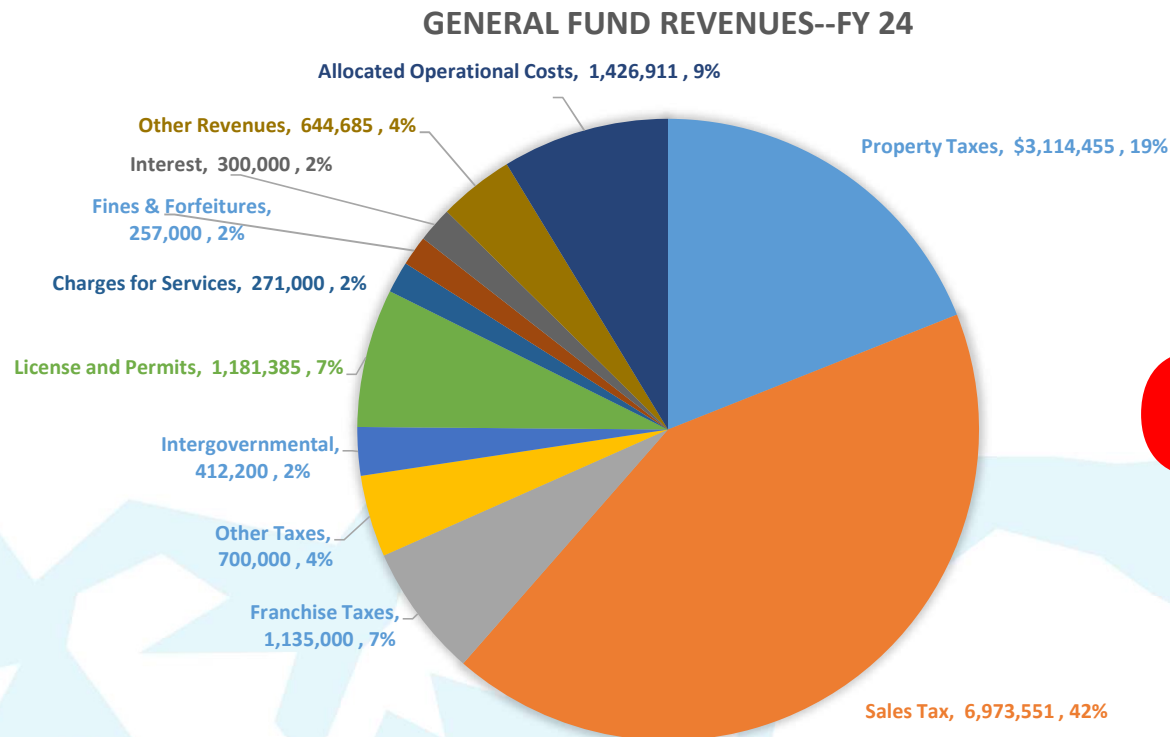
- | | |
|--|--|
| 1) General Fund (10) | 13) Internal Service Fund (61) |
| 2) Water Operating Fund (51) | 14) Perpetual Care Fund (71) |
| 3) Sewer Operating Fund (52) | 15) Airport Fund (21) |
| 4) Storm Water Operating Fund (54) | 16) Airport Capital Fund (41) |
| 5) Secondary Water Operating Fund (55) | 17) General Capital Projects Fund (42) |
| 6) Water Capital Fund (66) | 18) Streets Impact Fee Fund (46) |
| 7) Sewer Capital Fund (67) | 19) Parks Impact Fee Fund (47) |
| 8) Storm Water Capital Fund (68) | 20) Transportation Fund (48) |
| 9) Secondary Water Capital Fund (69) | 21) Class C Roads Fund (49) |
| 10) Water Impact Fund (56) | 22) Debt Service (31) |
| 11) Sewer Impact Fund (57) | 23) Public Safety Impact Fee Fund (43) |
| 12) Secondary Water Impact Fee Fund (58) | 24) CRA Fund 2020 (44) |

24 Funds

Revenues = Expenditures

General Fund

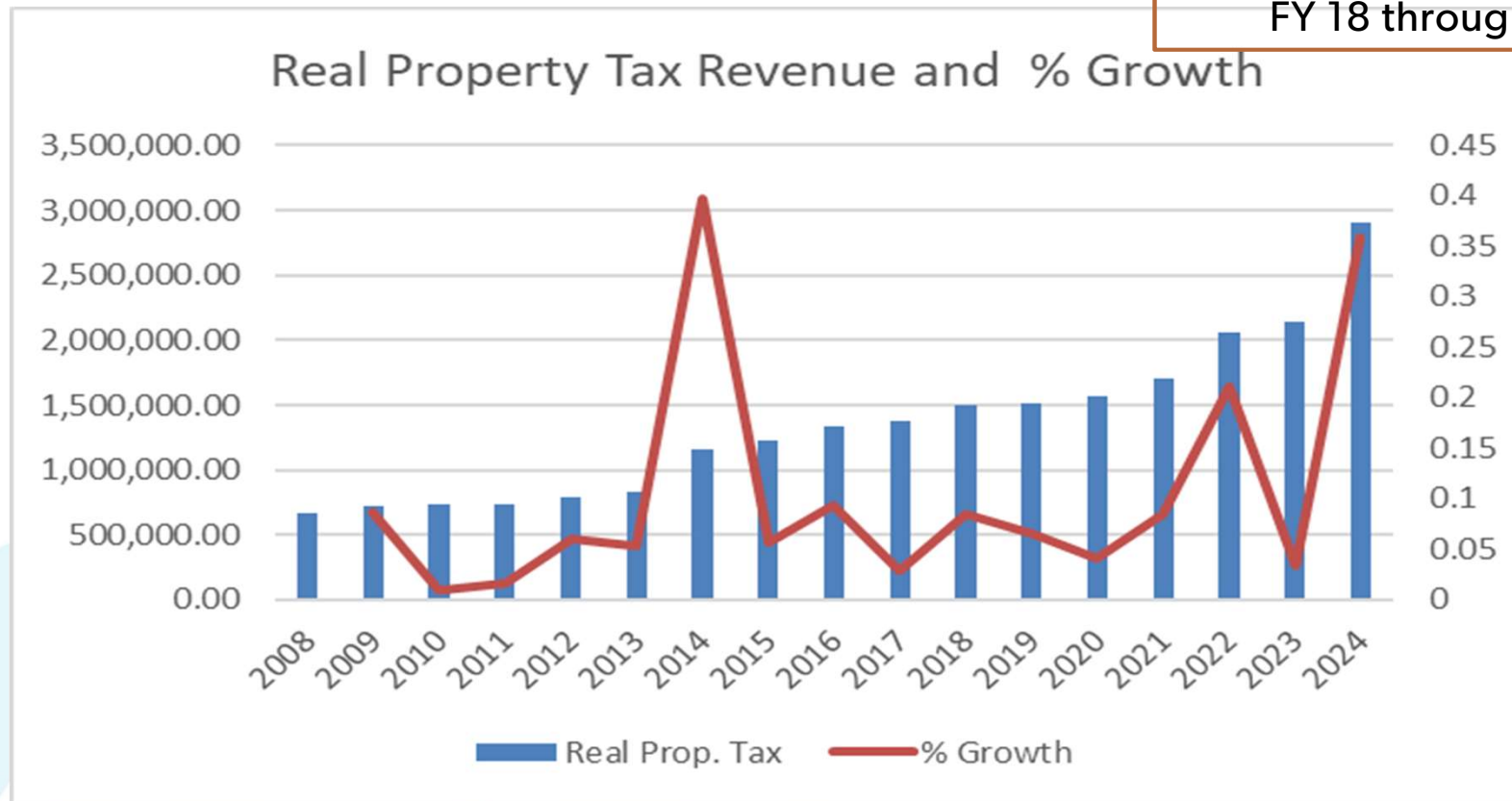
General Fund Revenues



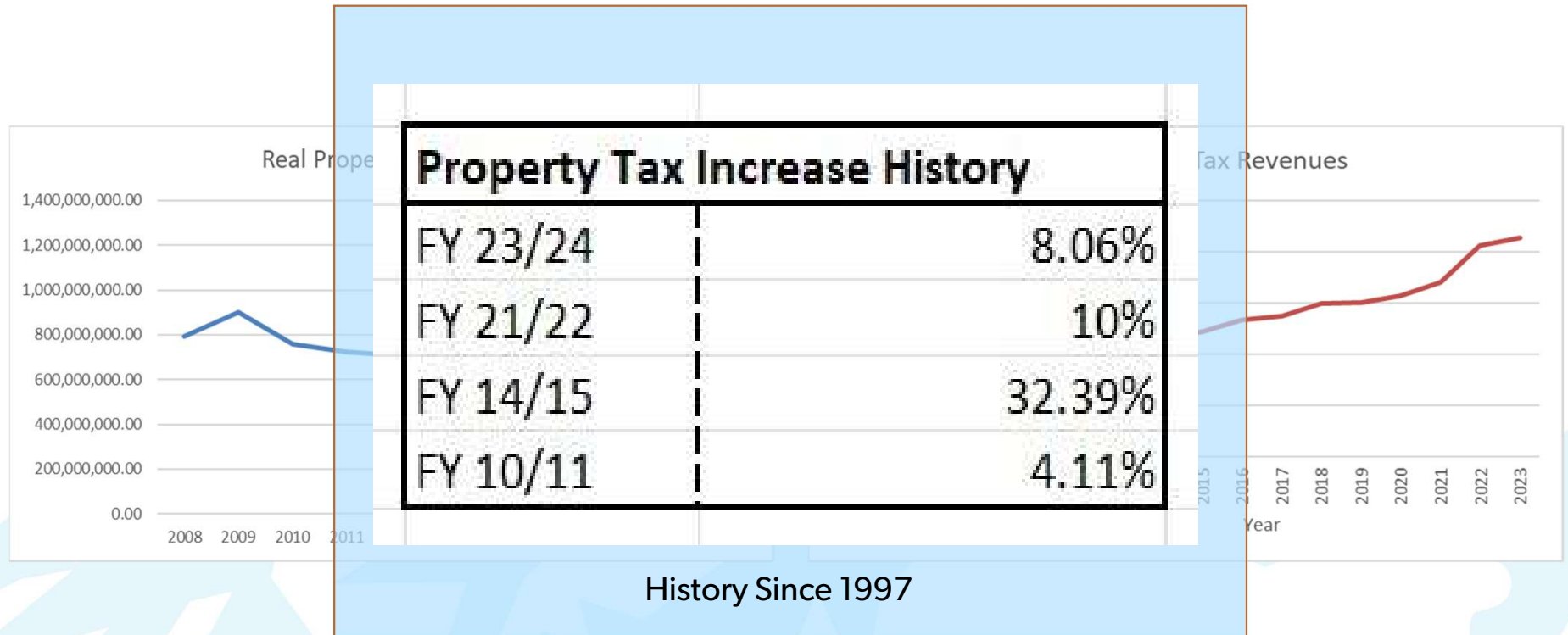
General Fund Property Tax

13% Average Growth
FY 18 through 24

\$234,327 Average Growth
FY 18 through 24



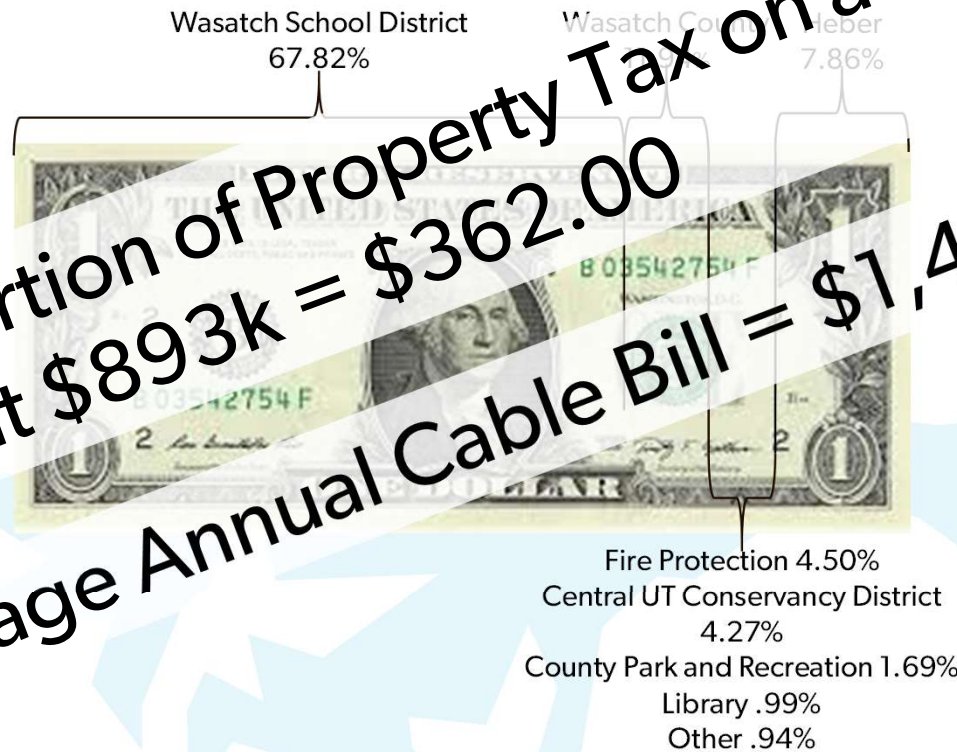
General Fund Property Taxes



Property Tax Allocation (2023)

Heber Portion of Property Tax on a Home
Valued at \$893k = \$362.00

Average Annual Cable Bill = \$1,400 per year



Where Do My Heber City Taxes Go?

(Based on 2023 Average Residential Value of \$893,000)



City Council - \$10



Administration - \$54



Court System \$10



Parks/Cemetery - \$30



Animal Control - \$11



Engineering - \$22



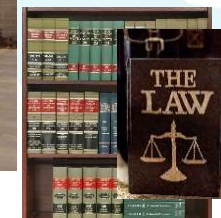
Planning - \$22



Police - \$152



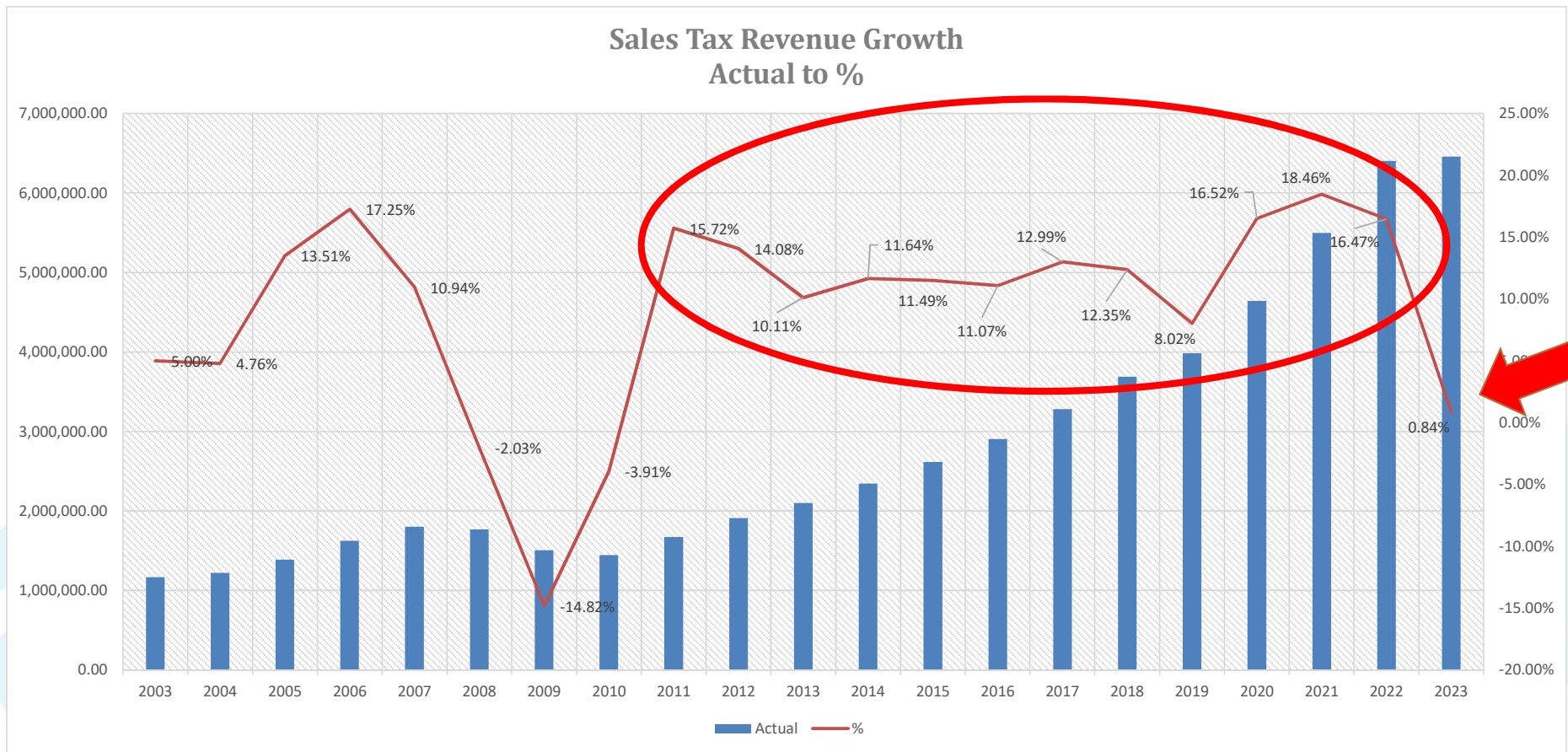
Streets - \$43



Attorney's Office - \$8

\$362

General Fund Sales Tax



City's Economic Engine

Top Sales Tax Producers by Category & Year		
2020	2021	2022
Grocery	Grocery	Grocery
Lee's Marketplace	Lee's Marketplace	Lee's Marketplace
Smith's Food & Drug	Smiths Food & Drug	Smiths Food & Drug
Walmart	Walmart	Walmart
Building	Building	Building
Burton Lumber	Burton Lumber	Burton Lumber
Probuild	Probuild	Probuild
Sunpro Corp	Sunpro Corp	Sunpro Corp
Auto	Auto	Auto
Karl Malone Crysler Dodge Jeep Ram	Karl Malone Crysler Dodge Jeep Ram	Karl Malone Crysler Dodge Jeep Ram
Karl Malone Polaris	Labrum Ford & Chevy	Karl Malone Polaris
Labrum Ford & Chevy		Labrum Ford & Chevy
Other	Other	Other
Mountain West Trailer	Amazon	Amazon
	USTC Motor Vehicle	
*All Sales Tax Producers Listed Alphabetically		

General Fund Sales Tax

Sales Tax FY YOY Change

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
JULY	111%	108%	117%	110%	124%	102%	124%	98%
AUGUST	116%	112%	111%	108%	110%	137%	104%	98%
SEPTEMBER	113%	109%	109%	107%	127%	109%	114%	102%
OCTOBER	108%	117%	110%	114%	113%	104%	125%	101%
NOVEMBER	114%	120%	109%	113%	121%	119%	113%	
DECEMBER	109%	104%	110%	113%	120%	114%	100%	
JANUARY	115%	115%	111%	123%	102%	124%	105%	
FEBRUARY	123%	105%	113%	95%	135%	129%	99%	
MARCH	114%	108%	100%	116%	128%	113%	104%	
APRIL	111%	124%	105%	122%	133%	129%	80%	
MAY	110%	124%	107%	114%	115%	103%	113%	
JUNE	118%	108%	106%	126%	123%	110%	102%	
% Change:	113.50%	112.81%	108.97%	113.21%	120.84%	116.16%	106.94%	99.27%

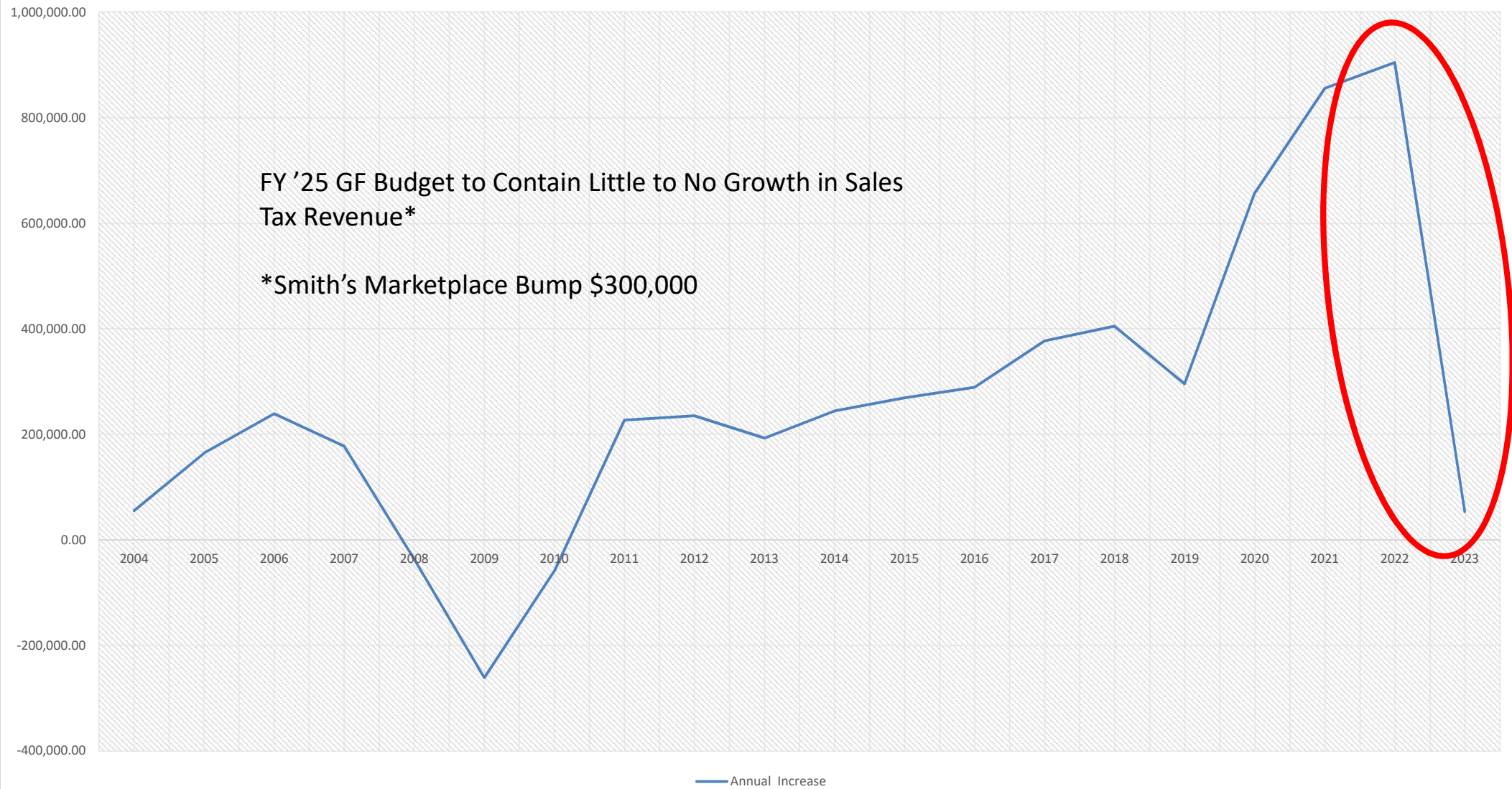
Light Green=increases < .05%

Yellow=% declines

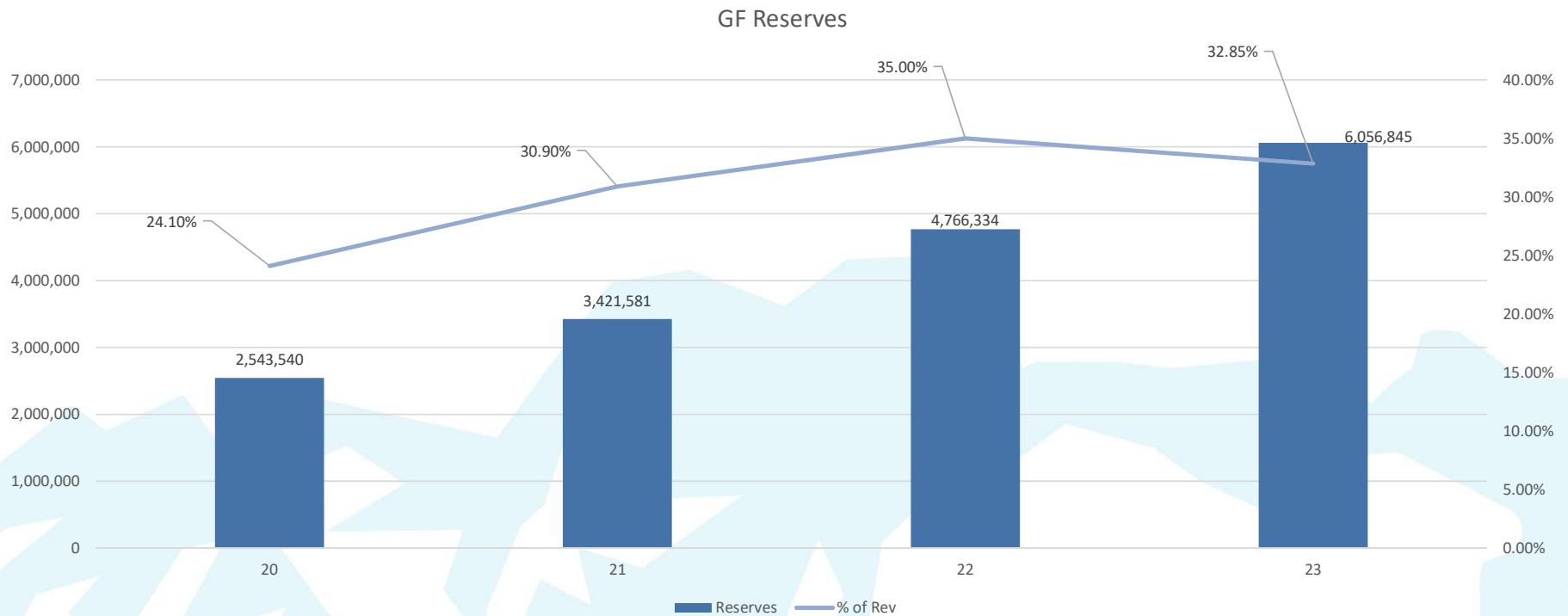
Sales Tax Annual Revenue Increase

FY '25 GF Budget to Contain Little to No Growth in Sales Tax Revenue*

*Smith's Marketplace Bump \$300,000



General Fund Reserves (% of revenues)



FY '25 Budget—Early Revenue Projection

Early GF Revenue Growth Projection

Category	Amount	Detail
Property Tax	\$234,000	Five YR Avg.
Sales Tax	\$300,000	Smith's Bump
Misc.	\$200,000	General Increases
Total:	\$734,000	

Possible Off-sets	Amount	Detail
Heber Light & Power	\$225,000	Suspension of franchise fee pymt
Building Permits	\$200,000	Decline in building permits
	\$425,000	

Employee Recruitment and Retention-Unprecedented Efforts



FY 22/23

- 10% increase for Uniformed Officers
FY 21/22: \$265,000
- 5% COLA: \$277,500; 3% Merit:
\$113,300 (½ Year)
- Wage Study: \$70,500
- Wage Progression & Specific
Department Requests: \$292,000
- Health Insurance Increase: \$213,000
- New Staff (6 positions): \$252,500
- Midyear Staff (1 FT) PD: \$9,100

* Doesn't include new wage scale mid & max adjustments
Total Investment in Staff: \$1,492,900

FY 23/24

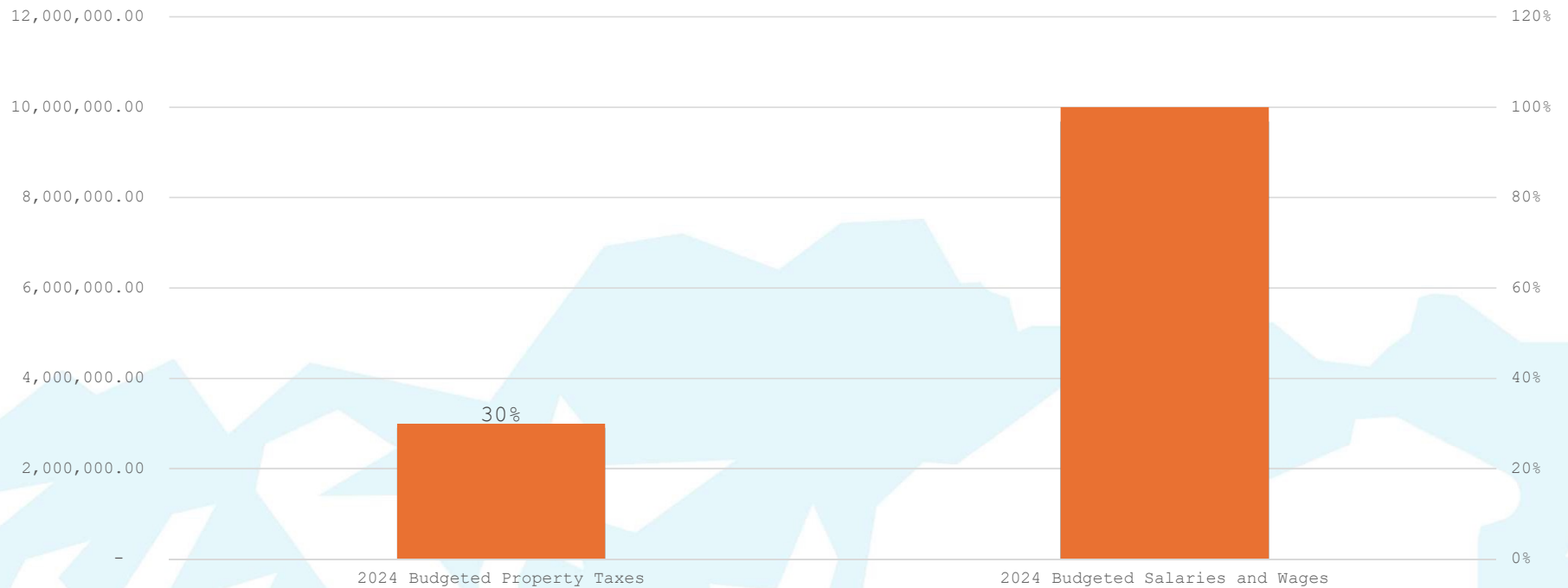
- 4.5% COLA: \$426,920; 3% Merit:
\$126,834 (1/2 year)
- Updated wage study: \$2,000
- Health Insurance Increase:
\$90,000
- New Staff (3 FT and 4 seasonal):
\$430,359

Total Investment in Staff: \$1,076,113

\$643,754

General Fund—Property Tax as a % of Salaries

Budgeted Salaries and Benefits vs. Budgeted Property Tax



General Fund Tap Tax

TAP Tax Distribution

Heber City % **48.45%**

Due to the delay in payments from the County, Heber City receives the June distribution in September and payment is recorded as A/R/deferred inflow.

FY Revenue Month	Distribution Month	County Distribution Amount	Heber City Allocation
January 2023	March 2023	2.47	1.20
February 2023	April 2023	3.77	1.83
March 2023	May 2023	11,454.01	5,549.47
April 2023	June 2023	80,355.10	38,932.05
May 2023	July 2023	95,039.10	46,046.44
June 2023	August 2023	117,754.06	57,051.84
July 2023	September 2023	99,895.62	48,399.43
August 2023	October 2023	98,873.37	47,904.15
September 2023	November 2023	105,753.55	51,237.59
October 2023	December 2023	84,357.81	40,871.36
November 2023	January 2024	-	-
December 2023	February 2024	-	-
Total:		693,488.86	335,995.35

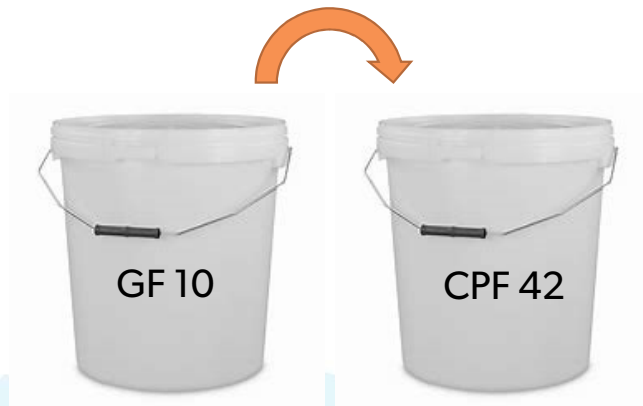
VI. DISTRIBUTION METHODOLOGY

- A. The parties agree to the following distribution of TAP Tax Funds within 30 days of receipt by the Wasatch County Treasurer: **Heber City 48.45%**, Wasatch County 34.29%, and Midway City 17.26%.

Funded Projects:

- 1) Water Feature: \$100,000
 - 2) Wasatch Vista Park (children's playground): \$70,000
 - 3) Arts Grant Program: 10% of collections in FY '23
 - 4) Band shell
- Projected Remaining Amount ETD: \$130,000

Capital Project's Fund—Fund 42



*Fund 42 Funding Source: Year end transfer based on GF exceeding reserve requirements--sales tax primary driver.

- FY '23 Ending Fund Balance: \$4,652,818
- Budgeted Projects:
 - Section A HFP
 - Section B HFP
 - Landscaping Plan for Section B
 - Roundabouts
 - Cemetery Administration Building
 - Main City Park-Band Shell
 - Muirfield Park Expansion
 - Misc

H E B E R C I T Y



H E B E R C I T Y



CITYWIDE CAPITAL BUDGET

	Project Description	Fiscal Year 2024
1	Trails, Arts & Parks	400,000
2	Airport	709,000
3	General Government Projects	5,816,147
4	Transportation	15,492,000
5	Parks & Cemetery	3,109,000
6	Water	5,998,934
7	Sewer	9,534,307
8	Pressurized Irrigation	6,622,734
9	Fleet & Equipment	645,354
10	Storm Water	249,889
	TOTAL	48,577,365

CENTRAL HEBER WATER
REPLACEMENT

PRESSURIZED IRRIGATION (PI) METERS

EASTERN BYPASS PHASE B

CITY-WIDE ROADS MAINTENANCE

US 40 CONNECTOR TO DANIEL ROAD

EASTERN BYPASS
PHASE B

CITY-WIDE ROADS
MAINTENANCE

US 40 CONNECTOR TO
DANIEL ROAD

THE SEQUEL
"NEW HOPE"

FOUR (4) ROUND-A-BOUTS

CEMETERY/PARKS
ADMIN. BUILDING

MURFIELD PARK
EXPANSION

COYOTE SPRINGS PARK

MAIN CITY PARK

1200 S. SIGNALIZATION

TABERNACLE TOWER
REHABILITATION



Enterprise Funds--Reserves

Reserves as a % of Revenues					
2023 Actual					
Enterprise Fund	Operating Reserves	Total Revenues	Reserves as a % of Total Revenues	Reserve Policy Target 50%	Difference
Airport	184,762.85	544,287.34	33.95%	326,572.40	141,809.55
Culinary Water	656,662.28	2,817,316.21	23.31%	1,690,389.73	1,033,727.45
Waste Water	131,688.30	4,237,562.14	3.11%	2,542,537.28	2,410,848.98
Storm Water	595,664.35	804,816.85	74.01%	482,890.11	(112,774.24)
Pressurized Irrigation	350,095.37	1,048,421.92	33.39%	629,053.15	278,957.78
Exceeds Policy	> 25% of Policy	< 25% of Policy			

City Reserve Policy (Enterprise Funds): 180 to 210 days of cash-on-hand (50% to 60% of estimated revenues)

Projected Utility Rates: Includes Initial Costs

Fiscal Year	Base Year	Percentage Increase by Option by Year										Bonding Total	Debt Payment	Bond Years
		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030			
Culinary Water Option C Ten Year (Before 1970)		5.00%	5.00%	5.00%	5.00%	5.00%	4.00%	4.00%	4.00%	4.00%	4.00%	9,700,000	441,766	2,022
Waste Water Option C Ten Year (Before 1970)		12.00%	12.00%	12.00%	9.00%	9.00%	8.00%	8.00%	8.50%	3.00%	8.00%	17,500,000	797,001	2022
Storm Water Option C Ten Year 100% Debt		20.00%	20.00%	20.00%	20.00%	20.00%	18.00%	18.00%	3.00%	3.00%	0.00%	1,645,000	74,918	2022, 2024
Pressurized Irrigation Option C Ten Year		3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3,500,000	208,746	2021, 2023, 2025

Plan C Ten Year addressing Downtown Infrastructure (Before 1970)													
	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030		
Culinary Water	\$ 24.36	\$ 25.58	\$ 26.86	\$ 28.20	\$ 29.61	\$ 31.09	\$ 32.33	\$ 33.63	\$ 34.97	\$ 36.37	\$ 37.83		
Waste Water	\$ 25.60	\$ 28.67	\$ 32.11	\$ 35.97	\$ 39.20	\$ 42.73	\$ 46.15	\$ 49.84	\$ 54.08	\$ 55.70	\$ 60.16		
Storm Water	\$ 7.33	\$ 8.80	\$ 10.56	\$ 12.67	\$ 15.20	\$ 18.24	\$ 21.52	\$ 25.40	\$ 26.16	\$ 26.94	\$ 26.94		
Pressurized Irrigation	\$ 13.60	\$ 14.08	\$ 14.57	\$ 15.08	\$ 15.61	\$ 16.15	\$ 16.72	\$ 17.30	\$ 17.91	\$ 18.54	\$ 19.18		
Total	\$ 70.89	\$ 77.12	\$ 84.09	\$ 91.91	\$ 99.62	\$ 108.21	\$ 116.72	\$ 126.17	\$ 133.12	\$ 137.55	\$ 144.11		
Percentage Increase		8.79%	9.04%	9.30%	8.39%	8.63%	7.86%	8.09%	5.51%	3.33%	4.77%		
Increase of Utility Bill Per Year		\$ 6.23	\$ 6.97	\$ 7.82	\$ 7.71	\$ 8.59	\$ 8.51	\$ 9.44	\$ 6.95	\$ 4.43	\$ 6.56		

Enterprise Funds: New Utility Rate Analysis

Budget Drivers

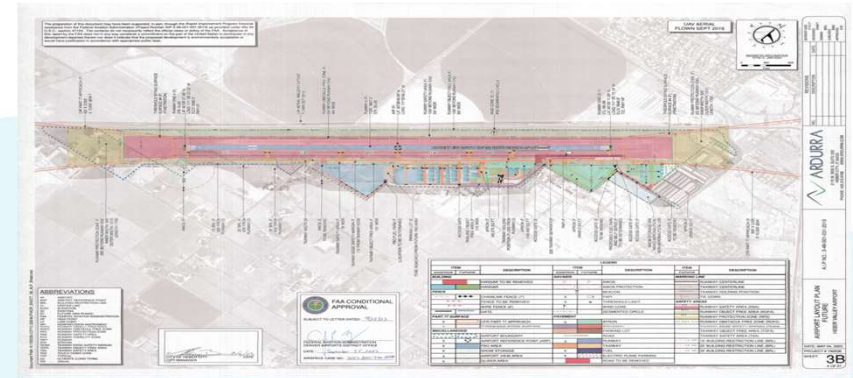
- Inflation
- Supply Chain
- New Debt Service
- Capital Projects

Year of Infrastructure – The Trilogy

- Central Heber Water & Sewer Replacement Phase 1 \$45M
- Valley Hills Water Tank \$600K
- Central Heber Trail \$750k
- PI Meters \$3.3M

Airport Operating Fund (Fund 21)

- Settlement of OK3 Law Suit (8 settlement agreements)
- Adoption of Master Plan and Conditional Approval of Airport Layout Plan (ALP)
 - Land acquisition
 - Environmental Assessment
- Rates & Fees Assessment
- Minimum Standards Review
- Business Plan and Best Practices Study

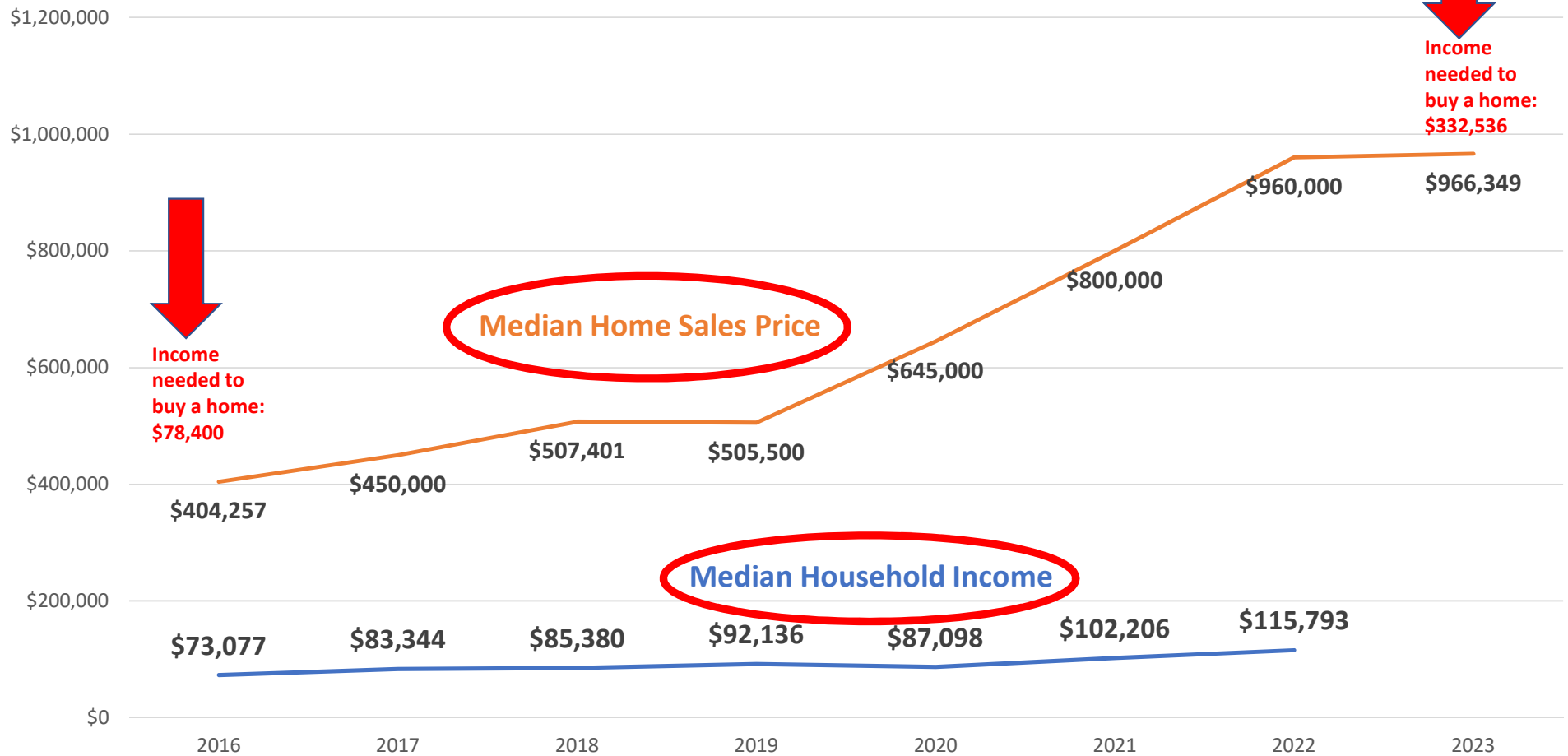


Key Trends

Heber City, Utah



Wasatch County Median Household Income and Median Home Sales Price

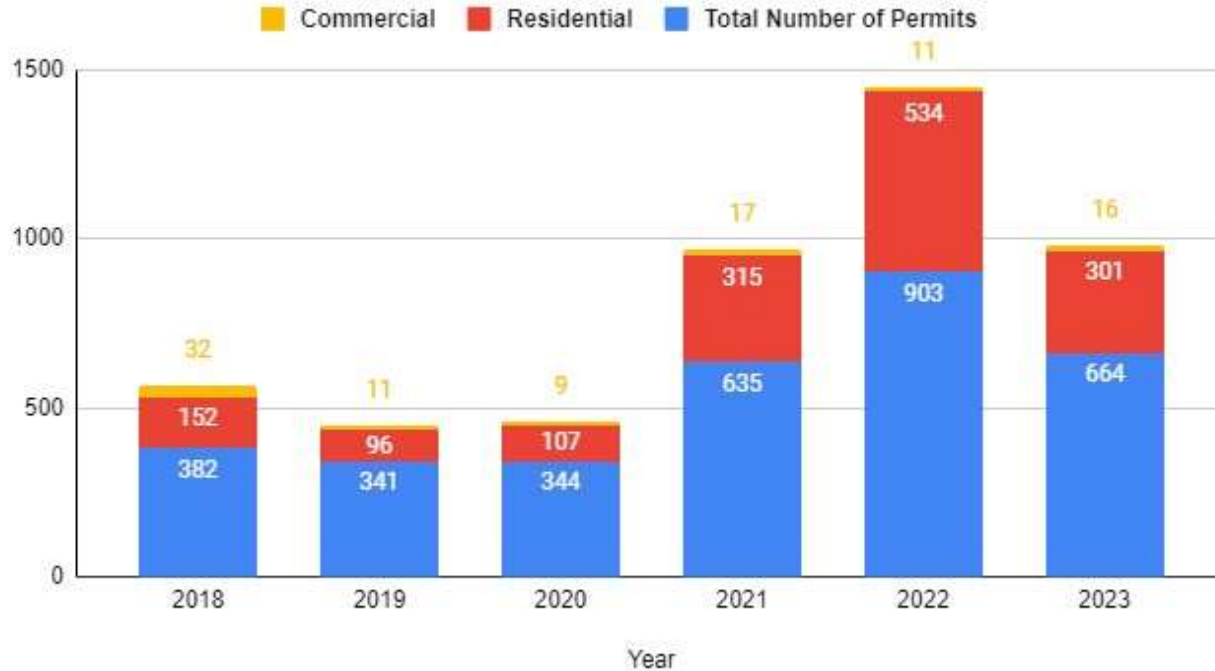


Source of Info: Envision Heber 2050/People + Place

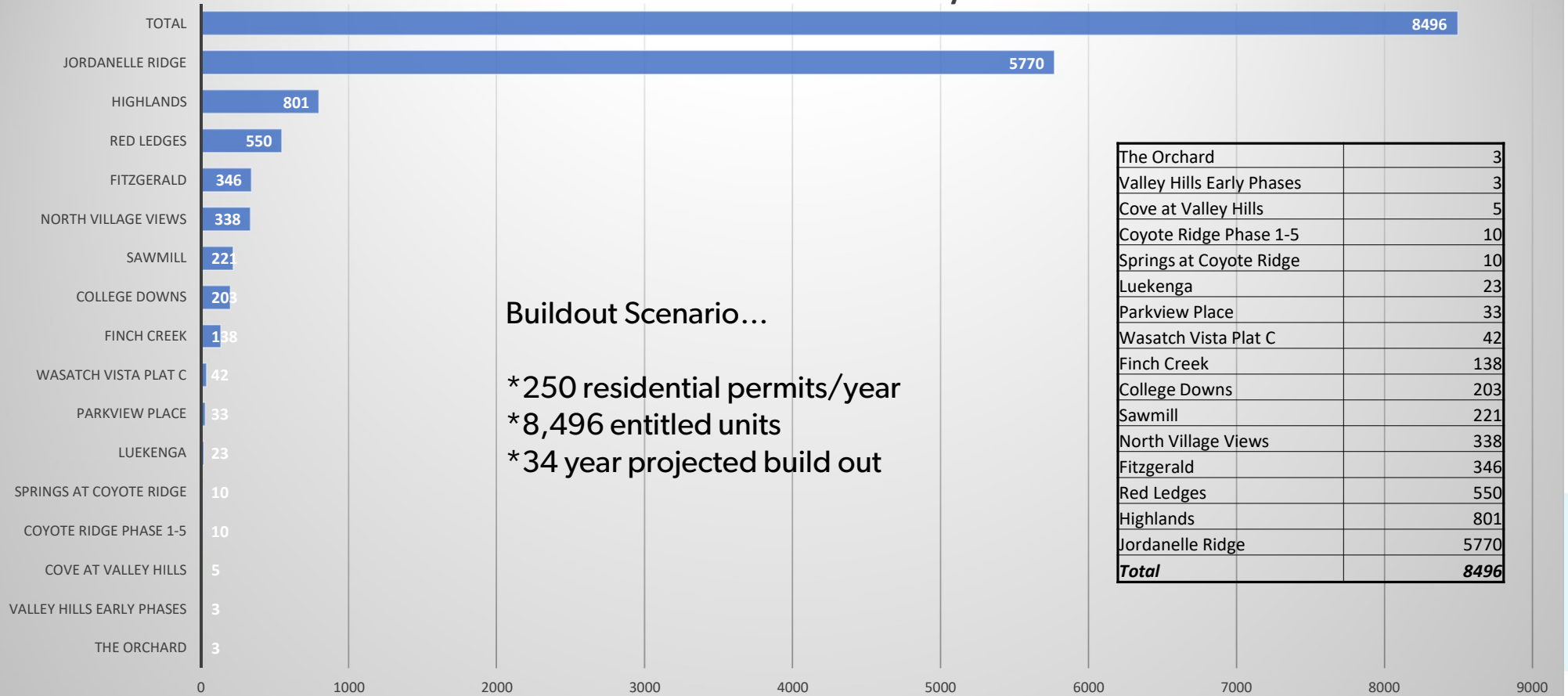
General Fund Building Permits

FY 2024 – 302
FY 2023 – 479
FY 2022 – 296

Total Number of Permits, Residential and Commercial



Lots to be Built in Heber City

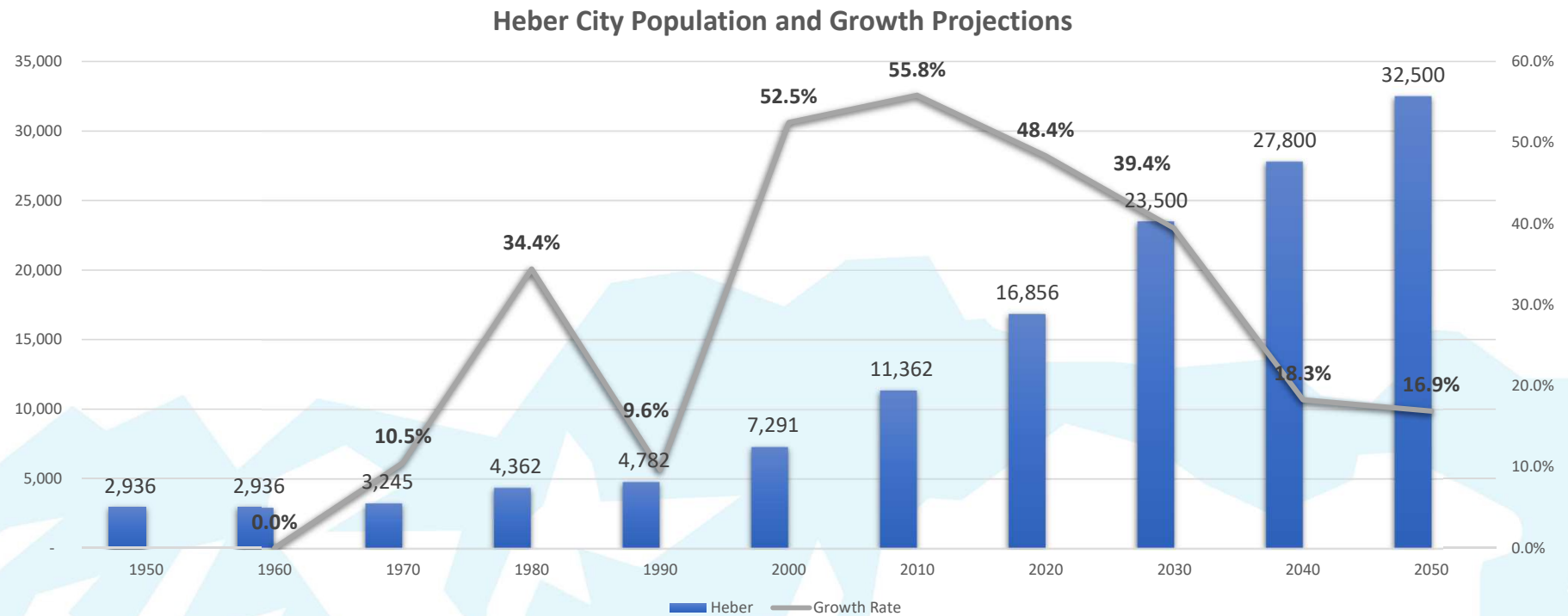


Buildout Scenario...

- * 250 residential permits/year
- * 8,496 entitled units
- * 34 year projected build out

The Orchard	3
Valley Hills Early Phases	3
Cove at Valley Hills	5
Coyote Ridge Phase 1-5	10
Springs at Coyote Ridge	10
Luekenga	23
Parkview Place	33
Wasatch Vista Plat C	42
Finch Creek	138
College Downs	203
Sawmill	221
North Village Views	338
Fitzgerald	346
Red Ledges	550
Highlands	801
Jordanelle Ridge	5770
Total	8496

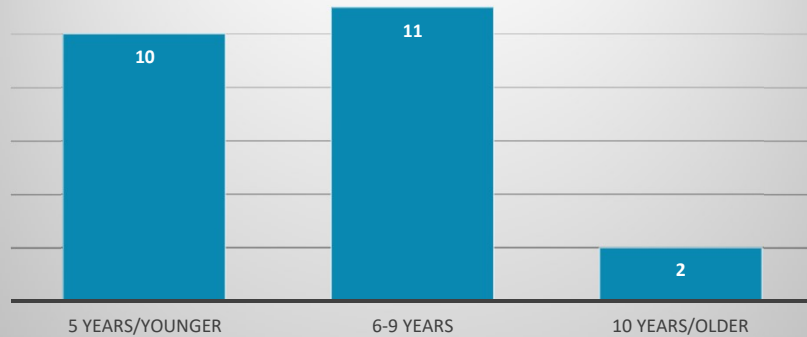
Future Growth Projection (MAG)



Analysis

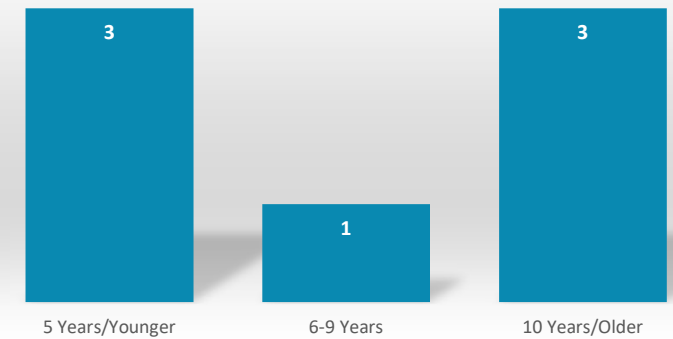
Parks & Cemetery

Average: 6.3



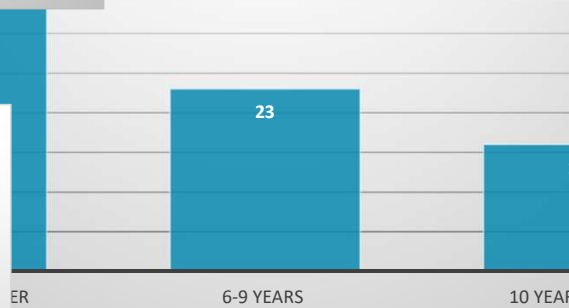
City Hall Fleet

Average: 9.4 years



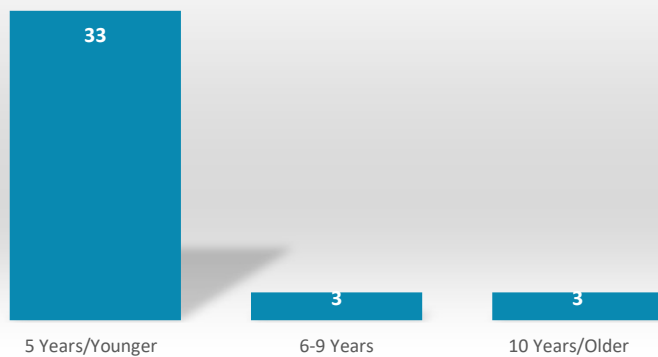
Public Works Fleet

Average: 7.6



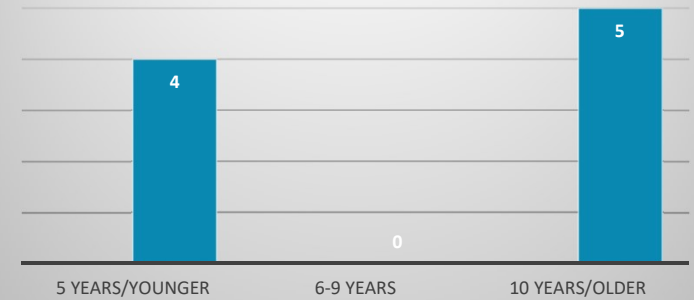
Police Department Fleet

Average: 3.6



Airport Fleet

Average: 12.1



FY '25 Priorities

7 Recommendations

1) Transforming Downtown



2) Envision Heber 2050 & Envision Central Heber



3) Compete Remaining Council Priorities from FY '24 List

- CRA/Downtown Transformation
- Capital Projects
 - Central Heber Water & Sewer Replacement Project
 - PI Meters
 - Heritage Farms Parkway Section B and Roundabouts
 - Cemetery Adm. Building
- Affordable Housing
- Open Access Fiber Agreements
- Web Site
- Dark Sky Initiative

4) FY '25 Year of Infrastructure—The Trilogy

- Central Heber Water & Sewer Line Replacement Project
- City-wide Road Maintenance Project
- PI Meter Installation
- Heritage Farms Parkway-Phase B
- Round-a-bouts-550 E & Mill St.
- Operation Destination
 - Band Stand
 - 200S Festival Road
- Trails
 - Heritage Farm Parkway
 - Trail Depot
 - Rail Trail

4) FY '25 Year of Infrastructure--Year of Parks and Open Space

- Muirfield Park Expansion
- Coyote Springs Park
- Main City Street Park—Band Shell
- 200 S. Festival Street
- Open Space Preservation Fee (\$2,500/unit in N. Village area)

5) Support of the Arts: Roundabout Art



6) Fiscal Sustainability—Short and Long Term— Focus on Recession, Buildout, and Peak Demand Hardening



Avg. GDP Decline for
past 12 recessions:
2.23%

Average Time Between
Recessions: 5.3 Years

Avg. Length of
Recessions: 11.1 Months

Each Recession is
Unique and Impacts
Economic Sectors
Differently

- Buildout Scenario...
- *250 permits/year
- *8,496 entitled units
- *34 year projected build out

6) Fiscal Sustainability

- Prioritization—if everything is a priority then nothing is a priority
- City Standards—review for effectiveness AND maintenance costs
- Downtown Transformation—an unrealized economic engine and a strategic community investment
- Staying small as we grow—leverage technology, outsource, partnerships, internal processes, etc.
- Comparative Analysis (4th class cities)--avoid making policy based on antidote
- Annual Property Tax Incremental Increase

7) Affordable Housing (AH)

5 Year Affordable Housing Supply	
Development	Units
Sawmill Condos	70
The Orchard	2
Wasatch Vista (Self Help Homes)	42
Parkview Place (MCHA)	49
Heber Meadows North	5
Coyote Ridge	18
Springs at Coyote Ridge	8
98 E Center	3
Old Mill Village	25
Sawmill Town Home ADU's	62
Meadows at Southfield (Self-Help)	46
Highlands	67
Jordanelle Ridge (5yrs of 30 yr plan)	97
New London	60
Turner Mill	29
NV Views	17.5
Total	600.5

- Opportunities

- Advance timeline for construction of AH units
- Locate AH units near transit corridors
- Dedication of Land to AH units
- Lower AMI by converting portion of AH units to Market Rate

HEART OF THE WASATCH BACK



State of the Administration Report

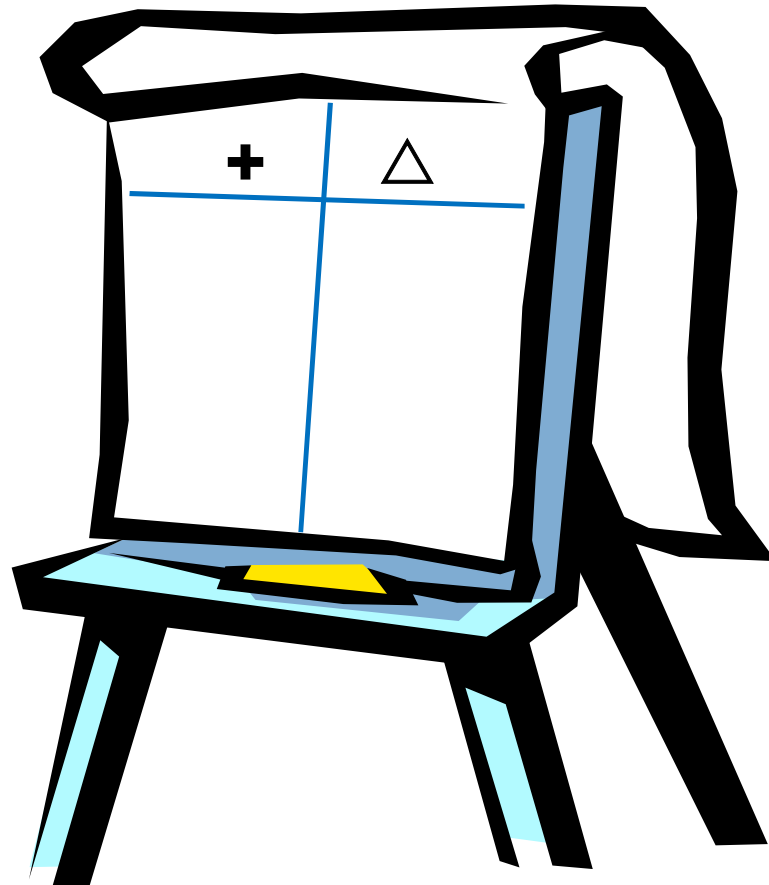
Questions?



Wrap Up



- Highlights from today's work
- Next Steps



Council Open Discussion



PRIORITIES

- 1.
- 2.
- 3.



Budget & Policy Priorities

■ Why Important?

- ⇒ Council leads by establishing priorities
- ⇒ Budget document is key policy document for City
 - Priorities guide budget development

■ What Are They?

- ⇒ Big picture items/focus--50,000' level
- ⇒ Most important items—"If everything is a priority than nothing is a priority."

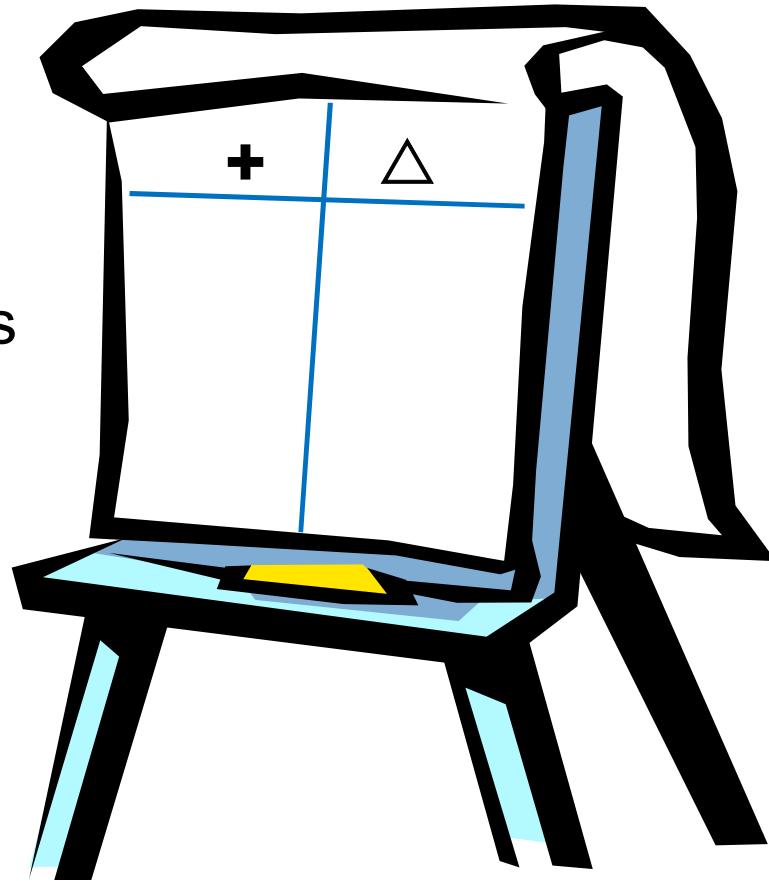
■ Sources of Information?

- ⇒ 2022 Retreat
- ⇒ Master Plans-Envision Heber 2050, Parks/Trails, Cemetery, Capital Facilities, etc.
- ⇒ Public Input

Wrap Up



- Highlights from today's work
- What specific actions remain to be done?
- Plus / Delta
- Overview of Day 2



Council Retreat 2021

CIP Information

Source of Funding

- Funding the Capital Budget—appropriations budgeted in the following funds:

<u>Fund</u>	<u>Name</u>	<u>Primary Source of Funding</u>
10	General Fund (GF)	General revenues
41	Airport Capital Improvement Fund	Transfer from Airport Operating Fund
42	Capital Improvement Fund	Transfer from GF
46	Streets Impact Fee Fund	Impact Fees
47	Parks Impact Fee Fund	Impact Fees
48	Transportation Capital Fund	Transportation Tax
49	Class "C" Roads Fund	Class "C" Roads Tax
44	CRA 2020 Fund	TIF
56	Culinary Water Impact Fund	Impact Fees
57	Sewer Impact Fund	Impact Fees
58	Pressurized Irrigation Impact	Impact Fees
61	Internal Service Fund	Renewal & Replacement
66	Culinary Water Capital	Fee for Service
67	Sewer Capital	Fee for Service
68	Storm Water Capital	Fee for Service
69	Pressurized Irrigation Capital	Fee for Service

- CIP Funding Alignment
 - Dedicated Funds
 - Dedicated Revenues
 - Balancing available monies with requests

Victories

TAB 1



2023 Victories Heber Valley Airport





















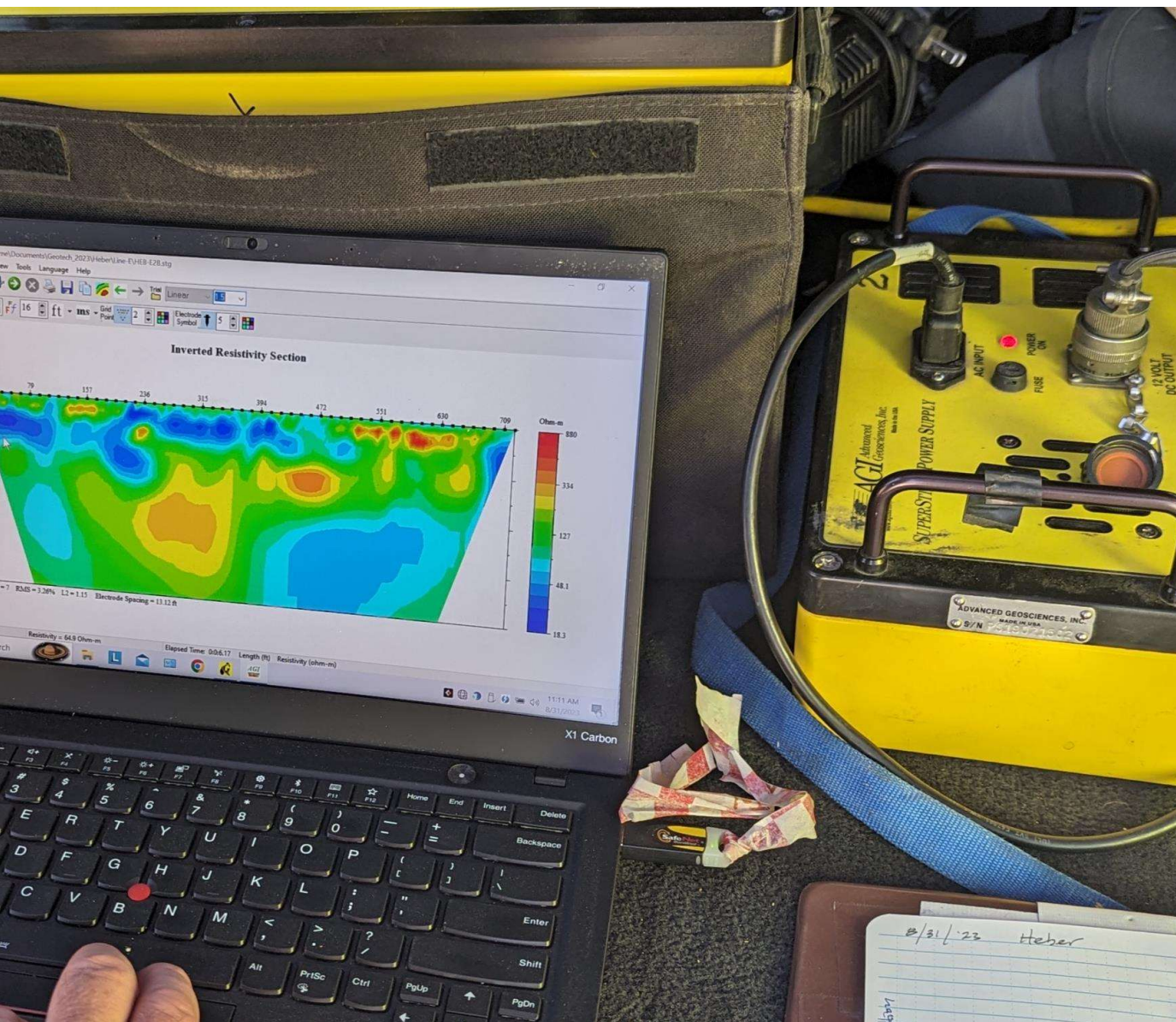






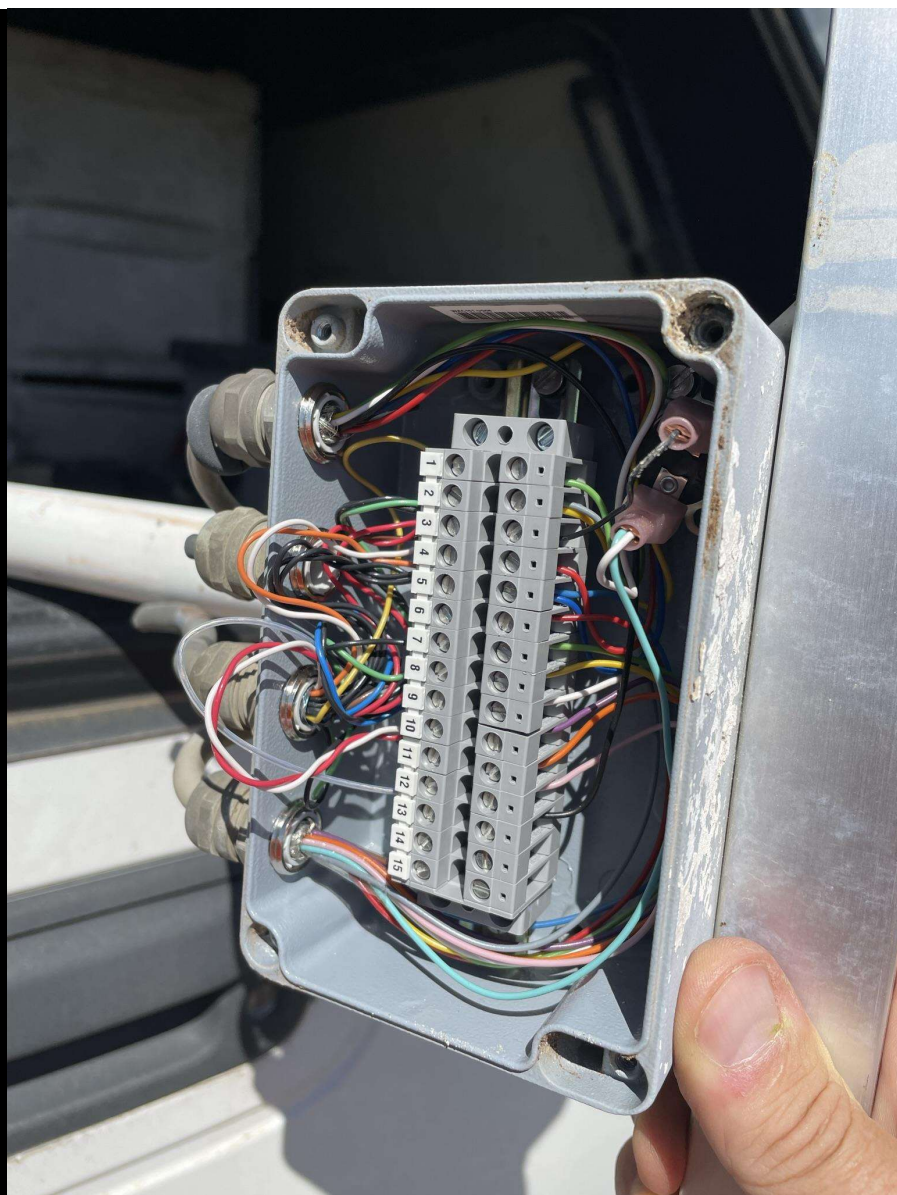








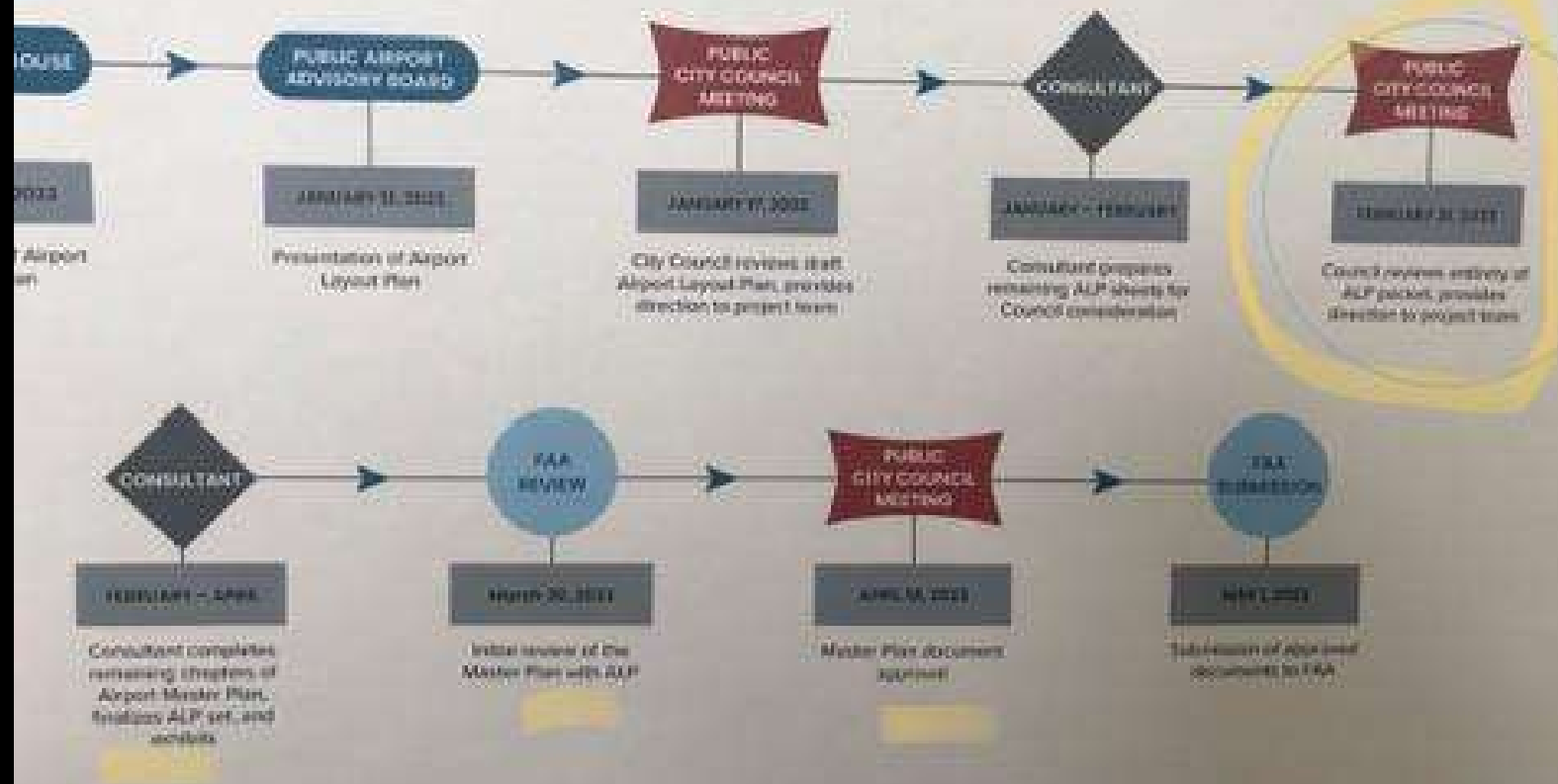






Heber Valley Airport Flightpath Timeline

As of December 1, 2022









A TASTE OF HEBER

JUNE 17, 2023 4PM-9PM

Heber Valley Airport
2365 W. Airport Road, Hangar D-
38, Heber City, UT 84032

SAMPLE FOOD FROM LOCAL RESTAURANTS

Tickets **Free** until June 10th

After June 10th

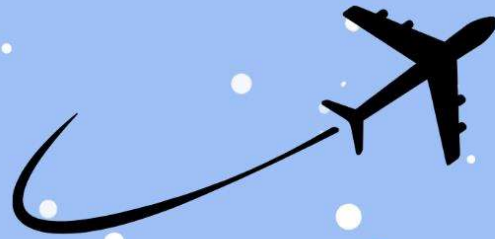
\$5 tickets online

\$10 tickets at the door

LIVE MUSIC | BBQ COMPETITION | FOOD







HEBER VALLEY AIRPORTS ANNUAL SNOWFEST

JANUARY 20, 2024

11am-7pm

FOOD TRUCKS | MUSIC | SKIJORING

EBIKES | SLEDDING

HOT AIR BALLOON GLOW & MORE

SIGN UP HERE



YOUTH GROUP ATTENDEES
ENTER DISCOUNT CODE
SNOWFEST24





TAB 2

Josh has passed all of his certifications for both Residential and Commercial licensing. He is able to inspect it all!

Jon has passed all of the residential certifications and can inspect all elements in a Single Family Dwelling

Jordan continues to be our Lead Field Inspector and makes sure we can still offer Next-day-inspections

Josh

Jon

Jordan

Wes

Heber City Building Official for 26 years and still counting

Kelly

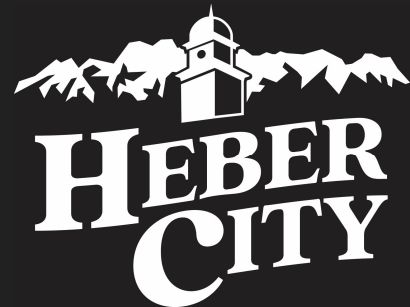
Kelly manages to keep the office running with mountains of reports, calls, and counter visits all from her desk with a smile and a pleasant hello.



TAB 3

Cemetery and Parks

2023 Victories



New Arborist

○ Brandon Puett



Utah Community Forestry Council “COMMUNITY OF THE YEAR” Award



ISA UTAH CHAPTER

UTAH COMMUNITY
FOREST COUNCIL

- For our dedication, support and hard work towards Heber's Urban Forests

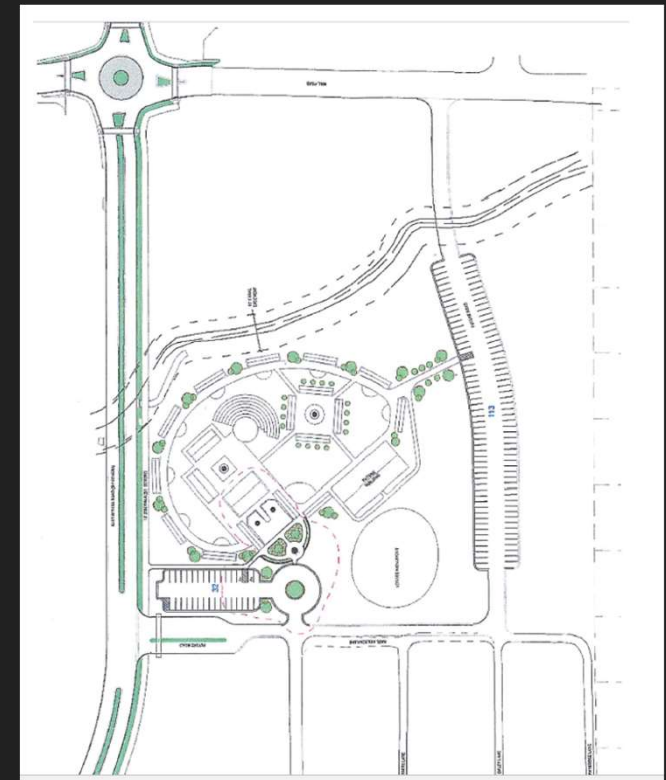
New Office/Break Room Expansion

- By adding a new office we can tear down the wall between the old office and the breakroom, creating a larger breakroom/training area for our growing department and seasonals.



Updates to new Cemetery Building

- Location of site moved
- Master Plan updated and approved
- Ready to bid for construction



Re-Location of Dirt Pile



Market on Main Celebrated 25 years

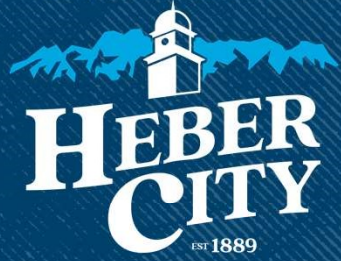


- New 25 year anniversary logo
- New swag (picnic blankets, stickers, bags, water bottles were all a fun new addition to the regular shirts and hats)
- Handed out free light sticks and beach balls for extra fun in the crowd
- Fun Cornhole tournaments with custom "trophy"
- New employee dedicated to the Market

TAB 4

TAB 5

HEART OF THE WASATCH BACK



Date _____



FINANCE DEPARTMENT

Lynsee Sulser - Accountant Technician

Mindy Kohler, CPFA / CPFIM - City Treasurer / Utilities
/ Business Licensing

Wendy Anderson - Accounts Payable Coordinator

Sara Jane Nagel, CPA - Finance Director



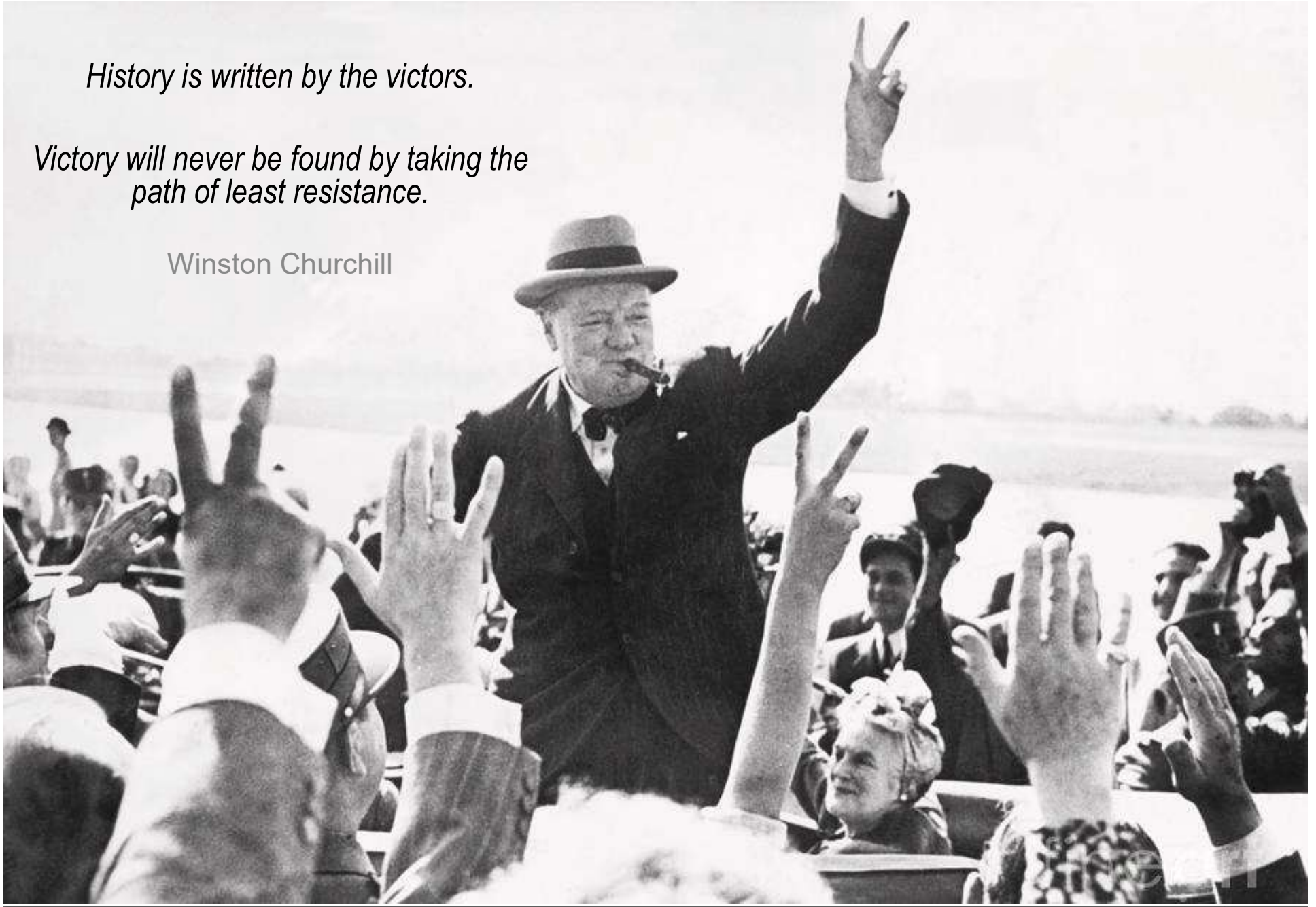


TAB 6

History is written by the victors.

*Victory will never be found by taking the
path of least resistance.*

Winston Churchill



Your 2023 Planning Victories

Heber City's Road Map to Success

Victory



The destination

Vision Statement

Build a Remarkable Community

Long Term
Plan



*Our compass for
staying on course*

Mission Statement

As stewards of Heber City, we are dedicated to being fiscally responsible and providing exceptional services that protects the quality of life for our community—while honoring the past and planning for the future.

Day-to-Day
Focus



The route

Strategic Priorities

- Community & Economic Development
- Infrastructure Sustainability
- Community Vibrancy

Council
Developed



Pre-trip Planning

Strategic Action Plan

Special Committees
(Having others review the route)

General Plan
(Trip planning)

Budget
(Financing the trip)

Department
Action



Rules of the Road

Values/Guiding Principles

Accountability / Transparency / Livability / Individual Liberty
Innovation & Incentivizing / Customer Focus / Integrity / Team Orientation

Personal
Obligation



"Hit The Road"

My Job Is

Build a Remarkable Community

Personal
Commitment

Vision

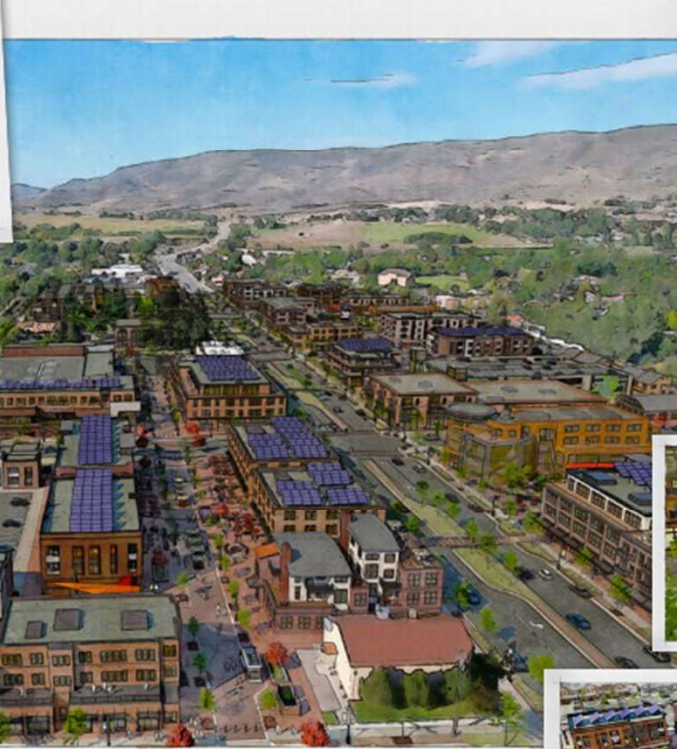
You ask, What is our aim? I can answer with one word: **Victory-victory at all costs, victory in spite of all terror, victory however long and hard the road may be;** for without victory there is no survival.



Vision Victories

Mission

You ask, What is our policy? I will say; **'It is to wage war, by sea, land and air, with all our might and with all the strength that God can give us: to wage war against a monstrous tyranny, never surpassed in the dark lamentable catalogue of human crime. That is our policy.'**



Above: Recent aerial photograph of the Main Street District between Main Street & 100 West; Left: Vision concept; Top left: vision concept zoomed in to alley just west of Main.



Above right: A large plaza in the alley near the Civic Center Block provides space for outdoor movies and other activities; Right: Midblock walkways connect Main Street and the pedestrian alley.

Strategy

The Navy can lose us the war, but only the Air Force can win it. The fighters are our salvation, but **the bombers alone provide the means of victory.**

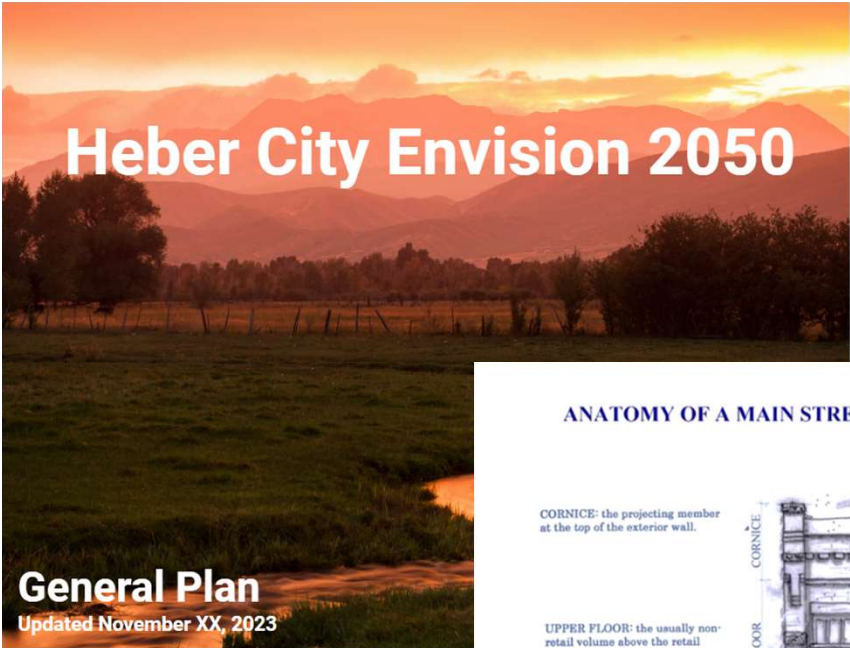


Strategy Victories



Strategy Victories





ANATOMY OF A MAIN STREET BUILDING:

CORNICE: the projecting member at the top of the exterior wall.

UPPER FLOOR: the usually non-retail volume above the retail ground floor; multistory Main Street buildings are typically between 2 and 4 floors.

STOREFRONT: the front exterior wall of commercial space, typically with large areas of glass.

BULKHEAD: the areas that support the display windows.

FINIAL CAP: decorative term at the top of a feature.

FRIEZE: the middle horizontal member below the cornice.

WINDOW HOOD: a projecting structural member above a window. Typically of wood, stone or concrete.

SASH: a frame for glass to close a window.

SILL: horizontal member immediately below the window assembly, typically of wood or stone.

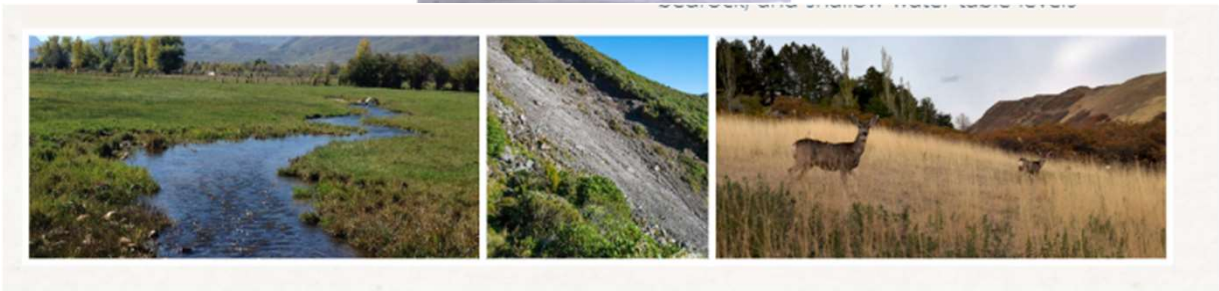
AWNING: a roof like covering to provide protection against weather elements.

LINTEL: structural member above a storefront that supports the parapet or upper wall.

TRANSOM: upper windows in a storefront; can be operable or fixed, clear or art glass, true divided lite glass modules.

DISPLAY WINDOW: the main areas of clear glass on a storefront behind which goods are arranged.

BUTTRESS: an exterior mass of masonry set into a wall to strengthen or support.



Action

Things do not get better by being left alone.

I never worry about action, but only inaction.

I like things to happen, and if they don't happen
I like to make them happen.



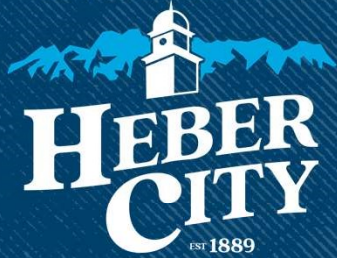
Action Victories

- Annexations
 - North Village
 - Fitzgerald
 - College Downs
 - Wasatch School District
 - Red Ledges NW
 - Bonner
- MDA Amendments
 - Garden Housing
 - County Event Center
- Parks
 - Band Stand Design and Out to Bid
 - Muirfeld and Coyote Park Plans, RFP



Tab 7

HEART OF THE WASATCH BACK

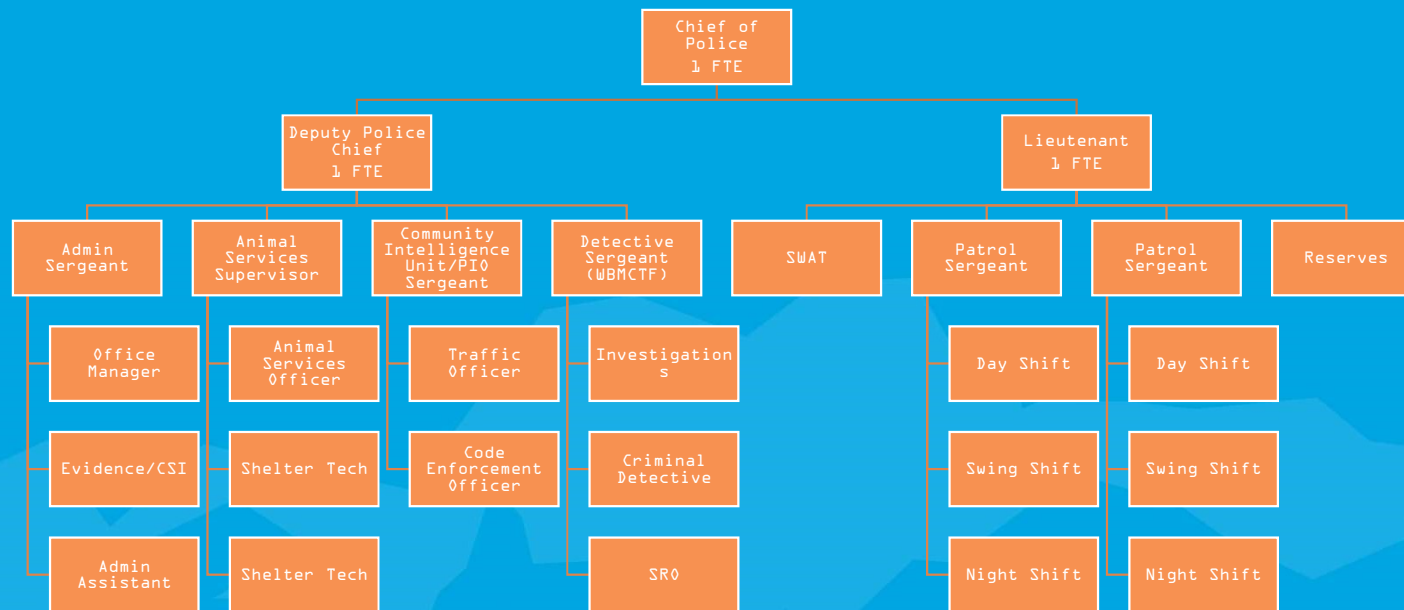


HEBER CITY POLICE DEPARTMENT

2023 VICTORIES

01/18/2024

HPCD ORGANIZATION CHART

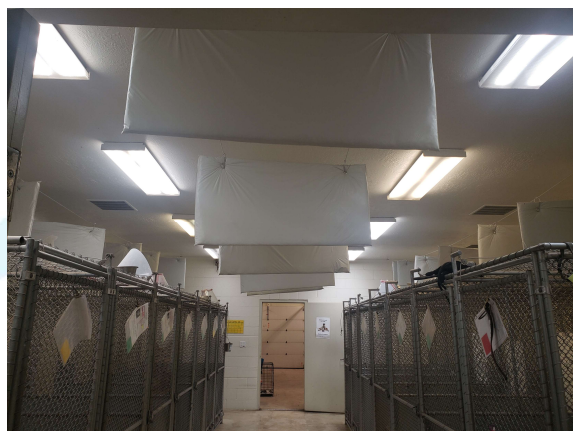


HEBER CITY POLICE DEPARTMENT



Animal Control

- Animal Services partnering with Best Friends Animal Sanctuary to pay for the spay & neuter of dogs and cats.
- New stainless-steel cages to battle disease.
- New Sound baffles to aid in employee comfort and well-being.



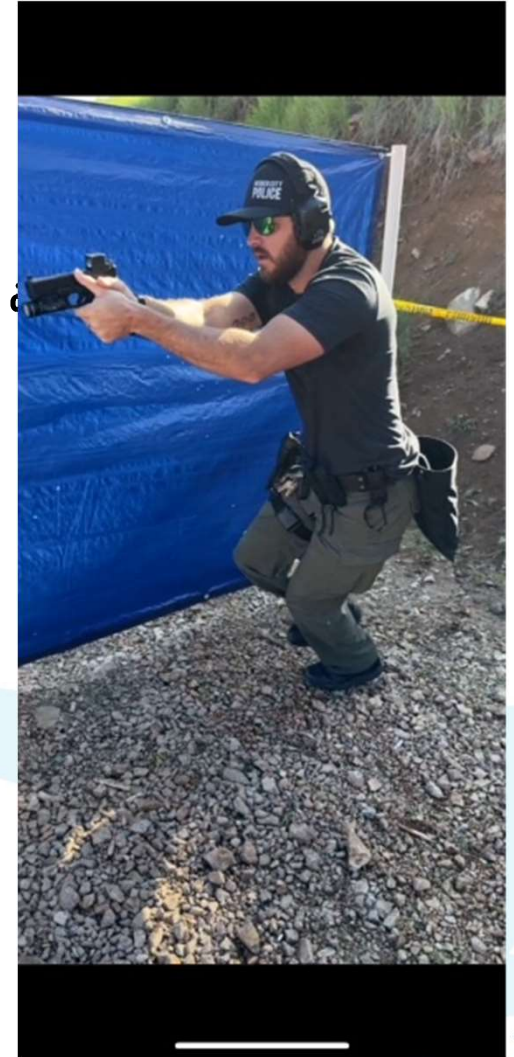
Investigations

- Heber City and Wasatch County Detectives moving back to Heber City PD
- Involved several major investigations including an infant homicide.



S.W.A.T.

- 18 SWAT Team members, 9 from each
- New Sniper and Equipment



OPERATIONS

- Vehicle Lease Program 100% operational
- Switched from watchdog to lens lock for body worn cameras
- Staffing up to full capacity
- New officer added in December
- Mental Health Grant for training officers



ADMINISTRATION

- Added a Full-Time Traffic Officer, 2nd coming online next month.
- Added a Full-time Code Enforcement Officer.
- Office Manager position added.
- 2 part-time positions changed to a full-time position.
- Crossing Guard Program



Tab 8

CITY MANAGEMENT VICTORIES 2024

CONSTANT IMPROVEMENT AND ENJOYMENT OF OUR COMMUNITY













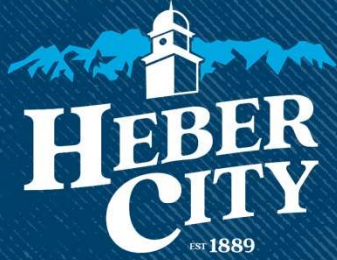






Tab 9

HEART OF THE WASATCH BACK



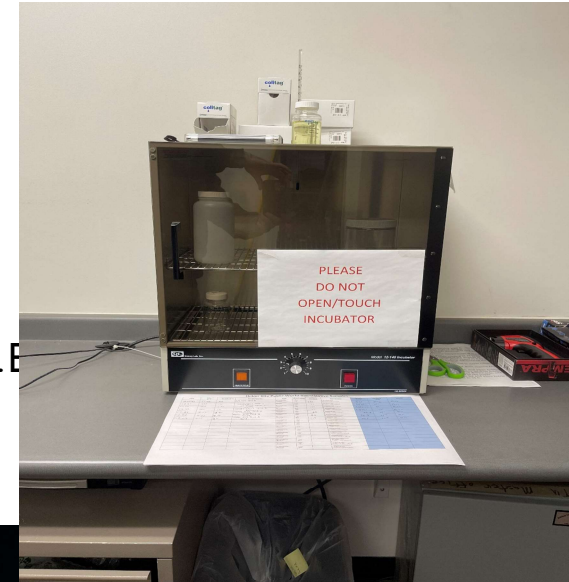
Heber City Public Works

VICTORIES 2023

Date _____

WATER TECHNOLOGY

- BROADHEAD WELL PUMP REPLACEMENT
- CONTINUED INVENTORY FOR LEAD & COPPER REVISED RULES
 - 4638 TOTAL SERVICES
 - 3227 VERIFIED SERVICES
 - 70% COMPLETED
- IMPLEMENTED WATER SAMPLING IN-HOUSE PROTOCOLS
 - 216 DEVELOPMENT WATER SAMPLES
 - TOTAL REVENUE \$5,400
- 192 ROUTINE WATER SAMPLES
 - CONTINUED PERFECT RECORD OF CLEAN WATER



WATER & PRESSURIZED IRRIGATION

WATER DEPARTMENT

- PROVIDE ASSISTANCE TO BHI FOR UTILITY REPLACEMENT PROJECT
- WATER MAIN REPAIR 600 S MAIN ST. & ABANDONED OLD MAIN
- INSTALLATION OF FITNESS COURT



PRESSURIZED IRRIGATION DEPARTMENT

- ASSIST PI METER VAULT INSTALLATION PROJECT
- 661 PRESSURIZED IRRIGATION METERS INSTALLED



ROADS

DARK SKY COMPLIANCE

- POLICY & PROCEDURES CREATED
- CONTRACTED BLACK & MCDONALD
- COMPLETED ALL 3 PHASES OF MAIN STREET, 1200 SOUTH & MILL ROAD RETROFIT OR LIGHT POLE REMOVAL



SIDEWALK PROJECT

- SIDEWALK REPLACEMENT/REPAIR PROJECT
 - REPLACED OR REPAIRED 11,880 FEET OF HIGH PRIORITY TRIP HAZARDS THROUGHOUT THE CITY
- 13 NEW ADA RAMPS



REPAVING PROJECTS

- 200 NORTH (WESTSIDE)
- 100 NORTH (EASTSIDE)
- PUBLIC WORKS STAGING AREA

SNOW PLOW SEASON

- ALL-TIME RECORD FOR SNOWFALL
- COUNCIL MEMBER PHILLIPS RIDE ALONG
- MAYOR'S YETI AWARD

SEWER & STORM WATER

SEWER DEPARTMENT

- PROVIDE ASSISTANCE TO BHI FOR UTILITY REPLACEMENT PROJECT
- PRELIMINARY WORK ON CALLAWAY DRIVE SEWER EASEMENT
- INVESTIGATION INTO ODOR COMPLAINTS AT HEBER VALLEY SPECIAL SERVICE DISTRICT

STORM WATER DEPARTMENT

- MAINTENANCE AND CLEANING OF THE LOWER WASATCH CANAL AND THE CENTER CREEK CHANNEL
- FLOOD MITIGATION PROJECT
 - 130 VOLUNTEERS
 - 25,000+ SANDBAGS
 - 335.6 VOLUNTEER HOURS
 - 388.75 PUBLIC WORKS CREW HOURS

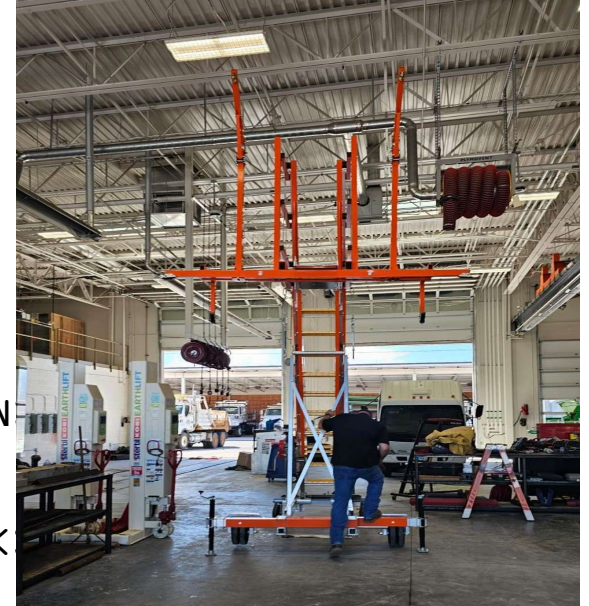


SAFETY PROGRAM

- HEBER CITY MONTHLY SAFETY COMMITTEE MEETINGS
- PUBLIC WORKS MONTHLY SAFETY MEETINGS
- PUBLIC WORKS & MIDWAY CITY CPR TRAINING/CERTIFICATION
- OSHA 10 TRAINING FOR PUBLIC WORKS SHOP CREW
- PURCHASE OF FALL PROTECTION EQUIPMENT FOR PUBLIC WORK

NEW POLICIES CREATED & IMPLEMENTED

- TRENCH SAFETY POLICY & PROCEDURES
- AUTOMOTIVE LIFT SAFETY & PROCEDURES
- CONFINED SPACE ENTRY
- DRIVER QUALIFICATION
- VEHICLE BACKING UP & PARKING
- WATER MAIN BREAK SOP
- SEWER BACK-UP SOP
- SNOWPLOW OPERATIONS SOP



NEW POLICIES IN PROGRESS

- MACHINE GUARDING
- HAND TOOLS
- SDS
- FIRE EXTINGUISHER/SMOKE DETECTOR/AED
- LOCKOUT/TAG OUT

WORK FORCE & CERTIFICATIONS

CERTIFICATIONS

- JUSTIN MOTLEY - CROSS CONNECTION CONTROL ADMINISTRATOR
- KAYDEN GILES - CROSS CONNECTION CONTROL ADMINISTRATOR
- ZACH MAXWELL - CROSS CONNECTION CONTROL ADMINISTRATOR
- STEPHEN LAFAY - CROSS CONNECTION CONTROL ADMINISTRATOR
- CANDACE BUFTON - UTILITY MANAGEMENT
- MATT ZELTINGER - WATER DISTRIBUTION GRADE 4
- JOSH BUTTERS - WATER DISTRIBUTION GRADE 4
- MISSY LUKE - WATER CONSERVATION

WORK FORCE

- NEW HIRES
 - JEREMY KINDER - SHOP MECHANIC
 - KAYDEN DAVIS - WATER, ROADS & PI
 - MATT ZELTINGER - WATER TECHNOLOGY
 - GABE GUBLER - SHOP MECHANIC

PROMOTIONS

- THOMAS COLEMAN - WATER, ROADS, PI FOREMAN
- JUSTIN MOTLEY - WATER, ROADS, PI LEAD

ADMINISTRATION

PUBLIC OUTREACH

- PUBLIC WORKS MARKET ON MAIN BOOTH & DUMP TRUCK SANDBOX
- HALLOWEEN FEST TRUNK-OR-TREAT
- ICE SCRAPERS FOR SNOWPLOW SEASON
- TOYS FOR INTERESTED CHILDREN IN THE FIELD
- EMPLOYEE HOUSEHOLD DONATION DRIVE
- ADMINISTRATION JOBSITE TRAINING WITH WATER, SEWER, STORM WATER & WATER TECHNOLOGY CREWS
- SEMI ANNUAL NETWORKING LUNCHEON WITH MIDWAY PUBLIC WORKS
- QUARTERLY TEAMBUILDING ACTIVITIES
- UNITY WEEK BANNERS & DUMPSTERS

2ND ANNUAL PUBLIC WORKS WEEK

- MONDAY - TOUR/ SCAVENGER HUNT AT PUBLIC WORKS FACILITY
- TUESDAY - BACKHOE RODEO
- WEDNESDAY - PUBLIC WORKS EMPLOYEES AND FAMILIES BBQ WITH WATER BALLOON FIGHT
- THURSDAY - PARTY IN THE PARK
- WRAPPED-UP THE PLANNING COMMITTEE WITH DEBRIEFING AND A DISCUSSION OF PLANS FOR NEXT YEAR!



Airport Settlement

Implementation of Settlement in AH Aero Services LLC v. Hebe City, et al.								
Status Date of last update: 11/30/23								
Agreement Name: Settlement Agreement and Mutual Release								
Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:	Key Words	Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)	City Proj. Costs	Status
2	New Hangar	Access Road; New Hanger	City approval of OK3 plans for relocating airport access road		City	Prior to construction of new hanger, whose footprint will sit over existing access road	\$0	Plans being reviewed
2	New Hangar	Access Road Costs;	All costs of relocation of access road and construction of new hanger is OK3s sole expense		OK3	Construction of access road and hanger must begin w/in 2 years of receiving City written approval of plans' to relocate access	N/A	Hanger and access road in design
	New Hangar	Lighting Antenna	Should City determine the pilot controlled lighting antenna will have to be relocated due to the location of new access road, OK3 assumes all cost.		OK3	Construction of access road and hanger must begin w/in 2 years of receiving City written approval of plans' to relocate access	N/A	Plan to move AWOS underway
5	New Lease Agreement	New Lease Agreement;	Negotiate a New FBO Lease Agreement --will serve as an amended and restated FBO Lease	Will include specific language found sections 5a, 5b, 5c, and 5d of this agreement	OK3/City	W/in 12 months of effective date of this agreement--Target date of June 29, 2024	\$5,000	S0 drafting
5 C	Revisions to "Section 3"	Revision; Section 3;	Section 3 of the New Lease Agreement shall be automatically replaced by the wording included in this section	Details of requirements included in this agreement.	City	1) City obtained conditional approval of ALP from FAA; 2) City has amended minimum standards as outlined in Section 7; 3) City has issued a RFP in accordance with Section IV.G or IV.H of the Predevelopment Agreement	Unknown	1) Completed; 2) Underway; 3) Forthcoming step
6	Fuel Truck Parking	Fuel Truck Parking;	Discontinue practice of parking fuel trucks in aircraft storage hangers	Stop practice immediately with Fire Marshal or FAA determination	OK3	Upon completion of is GSE Building, as defined in Predevelopment Agreement	N/A	
	Amendments to Minimum Standards	Amendments to Minimum standards;	Commence public process to amend minimum standards	Changes to include 1) Establish a LGA-FBO; 2) Changes found in exhibit E; and 3) miscellaneous revisions brought about by public process	City	Commence public process following execution of "this Agreement"	\$10,000	S0 drafting
Agreement Name: Third Addendum to the 1995 Airport Agreement (FBO Lease Addendum)								
Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:	Key Words	Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)	City Proj. Costs	Status
1	Term & Extension for Additional Improvements	FBO Lease; Term Extended; Provisions;	Option to extend lease for 1 additional 15 year period	Notice details "Additional Improvements" which totals not less than \$1.5M in adjusted dollars.	OK3	Written notice to City no earlier than May 31, 2048 and later than May 31, 2057; Improvements must be done by May 31, 2058	N/A	
2	Premises	Leasehold Boundaries; Extended;	City shall complete survey and meets & bounds description of the leasehold boundaries depicted in exhibit A of this agreement	Separate lease agreements will be used for hangers or other building improvements	City	Begin survey not less than 90 days following execution of this Addendum; and such description shall replace exhibit A upon delivery to Lessee and written acceptance by Lessee	\$5,000	Survey near complete
3A	Rental Rate	Annual Rent Increase; Delivery of Survey;	Rental rate shall be increased to \$0.07 per square foot (Ground Rent)	New survey will replace Exhibit A upon delivery and acceptance by Lessee	City/OK3	Effective on the City's date of delivery of the survey drawing	N/A	Expect delivery in Dec or January
3A	Rental Rate	Exercise Extended Term; Ground Rent; Annual Increase	Ground Rent adjusted each year based on MPCPI through January 31 of the then current year	No Ground Rent shall exceed 3%--not be decreased	City	Ground rent increases first day of extended term. And increases annually June 1 of each year	N/A	Expect delivery in Dec or January
3B	Rental Rate	Ground Rent; Market Rate;	Ground Rent adjusted to the Market Aeronautical Rent upon execution of option		City	Effective first day of Extended Term; methodology must commence no later then 6 months prior to the commencement of the Extended Term	N/A	Expect rate increase beginning Dec or Jan
4	Fuel Flowage Fee	Fuel Flowage Fees;	Fuel flowage fee paid to the City monthly		OK3	Paid to City on or before the 10th day of each month	N/A	Ongoing
4	Fuel Flowage Fee	Fuel Flowage Fees Adjusted;	Rate may be adjusted as provided in the 1995 Agreement	Fee cannot be arbitrarily increased	City	(1995 Agreement allows for review every 5 years--next review and fee increase in January 1, 2025)	N/A	Fee study underway-- expect March completion date
5	Airport Parking	Aircraft Parking Ramp, Manage;	Lessee shall manage parking ramp and maintain reasonable ingress and egress	Lessee will reposition any aircraft blocking access	OK3	Will promptly reposition aircraft. Aircraft considered parked if left unattended for more than 10 minutes	N/A	Ongoing
6	Annual Meeting	Annual Meeting;	Meeting between City and OK3 to review in good faith the parties respective performance under the FBO Lease	City representation may include City Council or one or more representatives designated by the City Council	City	Not more then 60 days after the end of the calendar year--by March 1 of each year	N/A	Annually
7	Removal of Financial Disclosure Obligation	Disclosure; Obligations;	Lessee shall maintain accurate records of fuel dispersed and Landing Fees for a period of 3 years	Have an independent auditor conduct an on-site inspection and audit of the books, records and receipts	OK3/City	No more frequently then on an annual basis and after providing not less than 7 days prior notice	N/A	Annually
8	Snow Removal Plan	Snow Removal;	Parties shall meet and removal the Snow Removal Plan annually	City shall make all reasonable efforts to remove snow and ice from the airfield in accordance to the Snow Removal Plan	City/OK3	Not later then October 1 of each year	N/A	Annually
9	Airport Board Seat	Board Seat	Amend AAB Bylaws to include OK3 representative		City	Within 120 days following the execution of this Addendum	N/A	Completed
10	Landing Fees	Collection; Landing Fees;	OK3 to collect landing fees unless noticed by City otherwise		City	90 day notice	N/A	Ongoing
10	Landing Fees	Increases to Landing Fees	If landing fees are increased by more then 3%, City must follow process outline in this section	Must discuss at regularly noticed meeting	City	When City proposes to increase landing fees by more then 3%	N/A	When needed
11	Right to Quite Enjoyment	Right to Enjoy; Temporary Inconvenience; Notice	City to provide OK3 with reasonable notice of any planned temporary inconvenience	Includes events, improvements, etc.	City	Reasonable notice required	N/A	When needed
18	Required Federal Provisions	Federal Clauses; Notice	Lessee agrees to comply with all Federal Clauses	OK3 agrees to comply with all modified Federal Clauses without amendment to this Addendum or the FBO Lease	OK3	30 days written notice of modifications provided by City		Ongoing
Agreement Name: New Hangar--Standard Non-Revisionary Ground Lease Agreement								
Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:	Key Words	Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)	City Proj. Costs	Status
IV	Lease Fees and Charges, Rentals	Lease Fees; Charges; CPI	Rent shall be \$12,264.53; Rents subject to an annual change per Mountain-Plains CPI	This is a standard non-revisionary ground lease agreement--all other terms and conditions will be managed accordingly	OK3	Due within 30 days of the billing date of each calendar year of this agreement--initial billing to take place in June 2024.	N/A	Annually
Agreement Name: First Amendment to the Hangar A Lease Agreement (Extension of Hangar Lease)								
Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:	Key Words	Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)	City Proj. Costs	Status
D2	N/A	Annual Rent Rate;	Annual rent on Hangar A shall increase to market rent	Methodology for determining increase included in this section	City	Beginning on July, 2033	N/A	
D2	N/A	Annual Escalator	Rent shall be increased annually	Lesser of 3% or MPCPI	City	June 1, 2034 and annually on each June 1 thereafter	N/A	
D2a	N/A	Methodology; Qualified Appraiser	Process for establishing marker rate rent	Process outline in this section	City	Not later then January 1, 2033	Unknown	
6	N/A	Termination; Notice Requirement	City's right to terminate lease to execute FAA approved ALP	Termination permissible with upgrades consistent with ARC of C-II or greater--as defined by FAA Advisory Circulars. Value remaining, to any, equal to date of remaining term and 7/1/33	City	180 days notice	N/A	
Agreement Name: First Amendment to the Hangar E Lease Agreement (Extension of Hangar Lease)								
Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:	Key Words	Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)	City Proj. Costs	Status
2	N/A	Annual Rent Rate; Mythology; Qualified Appraiser	Annual rent on Hangar E shall increase to market rent	Methodology for determining increase included in this section	City	Beginning on June 1, 2041	Unknown	
2	N/A	Annual Escalator;	Rent shall be increased annually	Lesser of 3% or MPCPI	City	June 1, 2042 and annually on each June 1 thereafter	N/A	

Agreement Name: Pre-Development Agreement Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:	Key Words	Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor-Yellow)	City Cost Proj.	Status
III A	Master Plan & ALP Submission	Master Plan; South and North FBO Campus; Federal Grant Prorams;	Complete Airport Master Plan and submit draft ALP to FAA. Master Plan shall show the reservation of space for South FBO Campus and North FBO Campus. Master Plan shall include improvements eligible for federal grant funding.	Improvements including but not limited to runway relocation, various taxiways, aircraft parking ramp, and various demolition and remediation requirements.	City	"Diligently complete"	N/A	Completed
III B	Master Plan & ALP Submission	FAA approval of Master Plan; FAA changes to Master Plan; Consult with OK3	City shall make all reasonable and necessary efforts to obtain FAA approvals of Master Plan and Layout Plan.	In event FAA requires changes, City will review changes with OK3.	City	Upon completion of the Master Plan	N/A	Completed
III C	Master Plan & ALP Submission	ALP Approval Date	Upon receipt of FAA approvals, the City shall provide written notice to OK3.	Such date of written notice shall be referenced as "ALP Approval Date"	City	Promptly	N/A	Completed
IV A	Site Selection	Phase II Environmental Site Assessment (ESA); Mitigation Plan; Landfill; Soil Sampling	City & OK3 shall diligently work together to conduct a Phase II Env. Site Assessment of the South FBO Campus. Develop mitigation plan to close landfill. Conduct soil sampling to determine suitability for construction of improvements.	Will share equally in the cost; Upon completion of Env. Assessment, City will diligently pursue a mitigation plan with UDEQ to permit closure of the landfill; City shall conduct sampling and other analysis of soil to determine the general suitability of the South FBO Campus for the construction of improvements, in accordance with the mitigation plan; OK3 and City shall share the costs equally for the various tests; City will seek FAA reimbursement for costs	City/OK3	Commence Upon execution of the agreement	ESA Phase II: \$175,000 split 50/50 with OK3; Mitigation Plan: TBD--including soil sampling, etc.-- TBD.	Phase II ESA- Underway (commenced 9/23)
IV B	Site Selection	Preliminary Site Plan; Minimum Program Requirements	OK3 to submit a preliminary site plan for the South FBO Campus.	Requirements of site plan detailed in this section.	OK3	Within 90 days after completion of soil sampling & analysis	N/A	
IV C	Site Selection	ALP Approval Date; Environmental Studies; Environmental Clearance; Funding Eligibility	City shall <u>initiate</u> with FAA those environmental studies required by NEPA to obtain environmental clearance and secure funding eligibility.	City not obligated to commence Environmental Studies until FAA agrees to provide funding.	City	As soon as practical, but no greater than 3 years from ALP Approval Date	TBD	FAA noticed City in Nov '23 funding available fall '24
IV D	Site Selection	Final Environmental Determination	City shall diligently pursue the Environmental Studies in cooperation with the FAA, and promptly notify OK3 of the FAA's approval of the Environmental Studies issuance of Record of Decision		City	Once initiated shall diligently pursue environmental work	5% of Costs	
IV E	Site Selection	South FBO Site Plan	OK3 shall provide the City with a South FBO Campus Site Plan.	Details of South FBO Site Plan outlined in this section.	OK3	Within 90 days following the Final Environmental Determination.	N/A	
IV E	Site Selection	South FBO Site Plan	City shall review and approve or provide comments to the South FBO Site Plan		City	Within 30 days of receiving South FBO Site Plan	\$0	
IV F	Site Selection	Site Selection Period; Final Site Notification; Selected Campus;	OK3 to notify the City in writing (Final Site Notification) of its election to 1) lease the South FBO Campus; 2) lease the North FBO Campus; or 3) terminate this agreement.	Section includes details to FAA involvement and OK3 time extensions.	OK3	Not less than 6 months after the City's written approval of the South FBO Campus Site Plan; Possible extension of three months if requested by OK3	N/A	
IV G	Site Selection	Request for Proposal; Lease North FBO Campus	IF Ok3 elects in the Final Site Notification to lease the South FBO Campus, City to issue a RFP for the development on the North FBO Campus. OK3 to have no further rights to North FBO Campus.	Details pertaining to RFP contained in this section.	City	Within 180 days after Final Site Notification to lease South FBO Campus issued by OK3	Consultant review--\$2,500	
IV H	Site Selection	Request for Proposal (RFP);	In event OK3 elects in the Final Site Notification to lease North FBO Campus, OK3 shall provide the City with a revised Preliminary Site Plan for the North FBO Campus		OK3	Within 90 days of Final Site Notification; 3 month extension may be granted with conditions outliend in this section	N/A	
IV H	Site Selection	Request for Proposal; Lease North FBO Campus	Amend the ALP in accordance with the revised Preliminary Site Plan and obtain FAA approval and environmental clearance thereof.		City	Within 180 days of its receipt of a revised Preliminary Site Plan	N/A	
IV H	Site Selection	Request for Proposal; Lease North FBO Campus	Issue an RFP for the development of the South FBO Campus.	Details pertaining to RFP contained in this section.	City	Within 180 days of the Final Site Notification	Consultant review--\$2,500	
V A	Project Execution	Grant Request Prioritization	City agrees to prioritize those Grant Funded Projects associated with the Selected Campus and any necessary enabling projects. Will not seek grants to relocate runway or condemn or purchase existing OK3 facilities without also seeking funding for selected campus projects.	Details pertaining to grant priorities contained in this section.	City	N/A	Local match--10%	
V B	Project Execution	Grant Funded Projects; Local Match	City not obligated to complete Grant Funded Projects on the selected campus unless and until FAA issues a grant that covers not less than 90% of the costs.	City only obligated to pay the match out of the Airport Special Revenue Fund and not from the City's General Fund.	City/FAA	N/A	TBD	
VI A	Leasehold Interest	Notice of Intent to Lease	OK3 may provide written Notice of its Intent to Lease all or a portion of the Selected Campus.	Each notice shall specify the location and approximate square footage of the area to be leased.	OK3	Any time after providing the City with its Final site Notification	N/A	
VI A 1	Leasehold Interest	Notice of Intent to Lease; Vehicle Parking; Aircraft Parking; Lease Addendum	Concerning vehicle parking or aircraft parking ramp/apron; current lease shall be amended to include the selected area. City shall prepare a lease addendum to memorialize the addition of the area specified in the Notice of Intent to Lease	Details of terms and lease rates included in this section.	City	Not later then 60 days following receipt of a Notice of Intent to Lease	TBD	
VI A 2	Leasehold Interest	Notice of Intent to Lease; Fuel Farm Facilities; Lease Addendum	Concerning fuel farm facilities; current lease shall be amended to include the selected area. City shall prepare a lease for the area specified in the Notice of Intent covering fuel farm facilities.	Details of terms and lease rates included in this section.	City	Not later then 60 days following receipt of a Notice of Intent to Lease	TBD	
VI A 3	Leasehold Interest	Notice of Intent to Lease; Any Other Facility	Concerning any area not being used for parking or fuel farm facilities; current lease shall be amended to include the selected area. City shall prepare a lease for the area specified in the Notice of Intent.	Details of terms and lease rates included in this section.	City	Not later then 60 days following receipt of a Notice of Intent to Lease	TBD	
VI B	Leasehold Interest	Grant Funded Projects Completion Date;	Upon completion of Grant Funded Projects associated with Selected Campus, City shall provide notice to OK3 of Grant Funded Projects Completion Date. OK3 shall then submit one or more Notice(s) of Intent to Lease all the ramaining area on the Selected Campus not already under lease.		City/OK3	City--Upon completion of grant funded projects associated with Selected Campus. OK3-- Not less than 30 days after the Grant Funded Projects Completion Date	N/A	\$96M/95%--\$5M or \$335/year for 15 years
VI B 1	Leasehold Interest	10% of Annual Rent Rate	OK3 shall pay 10% of the renatl rate for the areas identified in such Notices of Intent to Lease until such time that it commences FBO operations from selected campus.		OK3	Upon processing the Notice(s) of Intent to Lease as provided in Section VI.A	N/A	
VI B 2	Leasehold Interest	Current Lease & all Other Leases; Reset;	Current lease and all other leases on the Selected Campus shall be reset to an initial period of 35 years and extended an additional 15 years when OK3 provides the City written certification that it has completed the Minimum Program Requirements, or made a minimum capital facilities investment of \$5M in adjusted dollars.		City/OK3	Automatically extended with written certificaion	N/A	

VI C	Leasehold Interest	Complete Minimum Program Requirements	OK3 agrees to complete the Minimum Program Requirements and commence FBO operations on the Selected Campus no later than 10 years after the Grant Funded Projects Completion Date. OK3 shall complete Minimum Program Requirements sufficient to commence FBO operations in accordance with Minimum Standards on the selected campus no later than 3 years after the City's notice.	Further details included in this section.	City/OK3	10 years after the Grant Funded Projects Completion Date; or no later then 3 years after City's notice.	N/A	
VII	Moratorium; Obligation to Defend	Moratorium	City shall maintain a moratorium on the deveopment of both FBO areas	City shall reject any request to lease or develop any area of South or North FBO campuses.	City	Maintain moratorium until OK3 terminates such rights; to comply with FAA; or upon the termination of this Agreement by the City as set forth in Section VIII.C	N/A	Ongoing
Agreement Name: Settlement Agreement and Mutual Release--between Heber City and Paul Boyer Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:		Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)		Status
1	Reimbursement		City shall issue payment to P. Boyer in the amount of \$35k		City	Within 60 days from execution of this agreement	\$35k	Completed
2	Mutual Release		Forever release and discharge each other		City/Boyer	Payment of reimbursement in Section 1		Completed
Agreement Name: Settlement Agreement and Mutual Release--between OK3 and Paul Boyer Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:		Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)		Status
1	Dismissal of Litigation		Dismiss Federal Lawsuit with prejudice by filing pleadings		Boyer/OK3	Upon Execution of this agreement		Completed
2	Mutual Release		Forever release and discharge each other	Scope of this agreement does not release any pending claims in the State Lawsuit	Boyer/OK3	Upon Execution of this agreement		Completed
3	Cooperation with Godfrey and City		Agreement is contingent upon OK3 entering into separate settlement agreements with Godfrey and City	Term also includes City's payment of \$30k to P. Boyer	City/ Godfrey	Upon Execution of this agreement		Completed
Agreement Name: Settlement Agreement and Mutual Release--between OK3 and Dennis Godfrey Date Agreement Adopted: 29th Day of June, 2023								
Section #	Section Reference Name:		Task	Notes	Responsible	Due Date (2024-Red; 2025-Orange; Monitor- Yellow)		Status
1	Dismissal of Litigation		Dismiss Federal Lawsuit with prejudice by filing pleadings		Godfrey/ OK3			Completed
2	Mutual Release		Forever release and discharge each other		Godfrey/ OK3			Completed
3	Cooperation with Boyer and City		Agreement is contingent upon OK3 entering into separate settlement agreements with Boyer		City/Boyer			Completed