

HEBER CITY CORPORATION
75 North Main Street
Heber City, UT 84032

Airport Advisory Board (AAB) Meeting

June 13, 2024

4:00 p.m. – Special Meeting

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

I. Call to Order/Roll Call (Chairperson Talley)

II. Pledge of Allegiance (Vice Chairperson Tew)

III. Approval of Minutes

1. Approve the March 13, 2024, Meeting Minutes (Robin Raines-
Bond, Deputy Recorder)

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

V. General Business

1. Rates and Charges Policy (Curt Castagna and Ryan Leick,
Aeroplex Group Partner)

VI. Adjournment

Ordinance 2006-05 allows Commission Members to participate in meetings via telecommunications
media.

Posted on May 28, 2024, 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>.

HEBER CITY CORPORATION
75 North Main Street
Heber City, UT 84032
Heber City Airport Advisory Board Meeting
March 13, 2024

DRAFT MINUTES

6:00 p.m. – Regular Meeting

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

Chairperson Talley called the meeting to order at 6:03 p.m. and welcomed everyone present. Deputy Recorder Robin Raines-Bond called the roll. There was a full quorum.

Airport Advisory Board Present: Chairperson Jason Talley
Vice Chairperson Bill Tew
Bart Mounteer
Jeff Peterson
Jay Henry
Captain Rocco Tomanelli, US Navy (Retired)
Nadim AbuHaidar
Alternate / City Council Member D. Scott Phillips

Staff Present: City Manager, Matt Brower
Airport Manager, Travis Biggs
City Recorder, Trina Cooke
Deputy Recorder, Robin Raines-Bond

Also Present: Mitch Iordachescu, Troy Small, Jeanne Henry, Jackson Malinos, John Ackerson, Samson McGuinness, and Activity Day Group with leaders from the Heber 3rd Ward of the Church of Jesus Christ of Latter-Day Saints.

Attending Remotely: Helena Glenn, Vector and City Council Member D. Scott Phillips (for part of the meeting starting at 6:45 p.m.)

II. Pledge of Allegiance (Captain Rocco Tomanelli)

The pledge was offered by Board Member Captain Rocco Tomanelli, US Navy (Retired).

III. Approval of Minutes

1. 10.19.23 Draft Minutes (Robin Raines-Bond, Deputy Recorder)

Motion: Board Member Jay Henry motioned to approve the minutes as read. Vice Chairperson Bill Tew seconded the motion. Yes: Chairperson Jason Talley, Board Members Jay Henry, Jeff Peterson, Bill Tew, Rocco Tomanelli, and Alternate Board Member/City Council Member D. Scott Phillips **No:** none. **Motion passed.**

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

None.

V. Airport Manager Quarterly Report (Travis Biggs, Airport Manager)

Airport Manager Travis Biggs talked about events and issues that had occurred at the airport. It included the following:

- No accidents or incidents in the past quarter
- Successful Snow Fest.
- Effective Snowplowing Program with no runway shut-downs.
- Phase II of the Environmental Study for the Airport Master Plan
- Considered naming the road to gate 3
- New AWOS 3PT (Automated Weather Observing System) by Mesotech.
 - Mesotech article can be found at:
<https://mesotech.com/search?q=heber+valley+airport&options%5Bprefix%5D=last>
 - Weather for Heber Valley Airport can be accessed on the internet at
<https://khcr.awos.live/home>
- FAA-approved cameras are located at the airport. They can be accessed through the Heber Valley Airport website: https://www.hebervalleyairport.com/airport_info or the FFA website: <https://weathercams.faa.gov/map/-112.74272,39.53115,-107.46929,41.41965/cameraSite/556/details/camera>
- Young Eagles would be doing flights
- UAOA (Utah Association of Airports) took place in March at UVU Wasatch Campus
- Potential Construction Projects

Mr. Biggs asked for questions.

Board Member Tew raised concerns about the need for a dumpster at the airport. Alternatives for disposing of trash were discussed.

City Council Member Phillips inquired about the new landing system, prompting discussion on FAA and state requirements for aircraft qualifications. General agreement was reached regarding the payment of state fees by base aircraft owners. Chairperson Talley discussed exceptions to base aircraft qualifications. Discussion continued about what qualifies as a base aircraft.

City Council Member Phillips thanked Manager Biggs for his work at UAOA.

Chairperson Talley mentioned providing an AAB update to the City Council, which was well received.

VI. General Business

1. Discussion on the Glider Park (John Ackerson)

Mr. John Ackerson updated the Board on the Glider Park plans for Heber City Airport as followed:

- He claimed an unused section of the airport for glider pilots, proposing the construction of seven to nine glider hangars.
- The hangars would be solar-powered, with no electricity or sewer, and Scott Keel would handle the base road construction.
- The hangars would withstand Heber City snow loads and cost around \$50,000 each.
- Mr. Ackerson emphasized the decreasing number of gliders but highlighted Heber as a great place for soaring.
- He sought no action from the board but requested permanent recognition of the glider area at the airport.
- Mr. Ackerson stated that six hangars were needed to proceed with the plan.
- Regarding runway traffic, gliders would yield to other aircraft and be pulled or pushed to the runway.
- There are 8-12 active glider owners and two Glider Club planes, with two towing planes available.
- Concerns about gravel on the runway from taxiing gliders were raised, which Mr. Ackerson addressed by proposing a paved asphalt pre-taxiway.
- Mr. Ackerson emphasized the glider community's commitment to safety and being good neighbors.

Alternate Board Member/City Council Member Scott Phillip left the meeting location but joined the meeting virtually at 6:42 p.m.

2. Update on T-Hangars (Jeff Peterson)

Board Member Jeff Peterson provided an update on the T-Hangar project. Engineering and design work for the hangars are nearing completion, with plans to commence ground-breaking in June or July 2024. Progress was being made across all aspects of the project, and all lease fees had been paid. Board Member Tomanelli inquired about the number of T-hangars available for rent, to which Mr. Peterson responded that there would be 16 hangars for lease. The T-Hangars would be owned by the Heber Hangars Owner's Association, which would be responsible for maintenance and snow removal. Board Member AbuHaidar asked about the 80- year lease, to which Mr. Peterson replied that it would be a 40- year lease with an option for an additional 40-year lease.

3. Discuss Base Requirements for Landing Fees (Helena Glenn).

Ms. Helena Glenn discussed base requirements for landing fees, indicating they would go live on April 1, 2024. She explained the distinction between base and itinerant aircraft, noting that the current airport code lacked a rate for aircraft weighing exactly 8,000 pounds and suggested amending it. She proposed increasing landing fees on special event days like the Sundance Film Festival, citing additional maintenance costs. Mr. Castagna was suggested to assist in determining rates. Discussion ensued regarding billing methods, tracking non-tracked aircraft, and dealing with private aircraft addresses.

Board members queried the success rate of billing, with Ms. Glenn stating it was 99.6% successful, with monthly verification of the success rate. Two recommendations were sought: defining fixed-based aircraft and including 8,000-pound aircraft in the municipal code. Opinions varied on whether hangar owners should pay less than transit aircraft, with some arguing for exemptions based on state registration and taxes paid. Board Member AbuHaidar excused himself from the meeting. The State of Utah's definition of base aircraft was considered, with a motion made to follow Utah state law for qualifications. Additionally, a motion was made to include 8,000-pound aircraft, with some clarifications on weight limits.

Motion: Board Member Peterson motioned to recommend to the City Council that Heber City follow the Utah State law definition of a base aircraft and that aircraft be registered to the Heber Valley Airport. Board Member Tomanelli seconded the motion. Yes: Board Members Jay Henry, Jeff Peterson, Bill Tew, Rocco Tomanelli, Bart Munteer, and Alternate Board Member/City Council Member Scott Phillips. **No:** None. **Motion passed.**

Motion: Board Member Henry motioned to recommend to the City Council that Heber City amend the Airport code to include that the weight of a small aircraft is 0 - 7,999 and that a large aircraft is 8,000 pounds and above. Board Member Peterson seconded the motion. Yes: Chairperson Jason Talley, Board Members Jay Henry, Jeff Peterson, Bill Tew, Rocco Tomanelli, Bart Munteer, and Alternate Board Member/City Council Member Scott Phillips. **No:** None. **Motion passed.**

VII. Action Items

1. Discuss and Approve Date, Time, and Schedule for 2024 AAB Meetings (Travis Biggs, Airport Director)

The Board discussed changing the meeting time. Chairperson Talley and City Council Member Phillips preferred 4 p.m.

Motion: Board Member Munteer motioned to accept the Annual Schedule with the meeting time being changed to 4 p.m. Board Member Henry seconded the motion. Yes: Chairperson Jason Talley, Board Members Jay Henry, Jeff Peterson, Bill Tew, Rocco Tomanelli, Bart Munteer, and Alternate Board Member/City Council Member Scott Phillips. **No:** None. **Motioned Passed**

2. Select a Chair and Vice Chair for the AAB Board (Jason Talley)

Motion: Board Member Henry motioned for Chairperson Jason Talley to continue as chair and Vice Chairperson Bill Tew to continue as Vice Chair. Board Member Peterson seconded the motion. Yes: Chairperson Jason Talley, Board Members Jay Henry, Jeff Peterson, Bill Tew, Rocco Tomanelli, Bart Munteer, and Alternate Board Member/City Council Member Scott Phillips. **No:** None. **Motion passed.**

VIII. Adjournment

Motion: Vice Chairperson Tew motioned to adjourn the meeting. Board Member Henry seconded the motion. The meeting adjourned at 8 pm.

I, Robin Raines-Bond, Deputy Recorder of Heber City, hereby certify that the foregoing minutes represent a true, accurate, and complete record of the meeting held on March 13, 2024. This document constitutes the official minutes of the Airport Advisory Board Meeting.

SEAL

Robin Raines-Bond
Deputy Recorder

June 13, 2024

HEBER VALLEY AIRPORT RATES AND CHARGES STUDY

FINAL REPORT

June 10, 2024



Heber Valley Airport (“HCR” or “Airport”) is Operated by Heber City (“Sponsor” or “City”). In June 2023, Heber City Council approved the Airport Master Plan developed by T-O Engineers (now Ardurra). The Master Plan depicts proposed facilities on the Airport Layout Plan (“ALP”) in Chapter 7 / Appendix D. The Airport Capital Improvement Plan (“ACIP”) projects capital expenses and project phasing of facilities on the ALP in Chapter 9 / Appendix C. The City engaged Aeroplex Group Partners (“AGP”) to conduct this *2024 Rates and Charges Study* with the purpose of determining appropriate aeronautical fees sufficient to cover the Airport’s operating expenses and funding requirements for capital projects in the ACIP.

This is the third in a series of reports conducted by AGP on behalf of the City. The *Heber Valley Airport Financial Requirements Analysis (2022 Financial Analysis)* was completed by AGP in December 2022 to estimate the financial implications of operating the Heber Valley Airport without making any physical changes required to comply with FAA design standards for Airport Reference Code (“ARC”) Category C-II. The *Heber Valley Airport ARC C-II Upgrades Financial Analysis (2023 Revised Financial Analysis)* was completed by AGP in June 2023 to determine funding requirements for constructing the facilities depicted on the ALP and determine if the Heber Valley Airport could feasibly generate sufficient revenue to meet federal grant match requirements. Federal grants provide funding equal to approximately 90 percent of the eligible project costs in exchange for obligations to uphold FAA Grant Assurances. The City’s 10 percent match is expected to be offset by grants from the Utah Department of Transportation (“UDOT”) equal to one-half of the required federal match.

The *2023 Revised Financial Analysis* concluded that projected operating revenues from existing sources would not be adequate to fund the five percent grant match unless airport rates and charges are increased. The analysis found that without increasing airport rates and charges, the airport would experience a deficit of approximately \$9 million over the next 20-year period, or approximately \$451,500 per year. Increasing fuel flowage fees and landing fees would increase airport revenues to generate a positive 20-year net cash position of approximately \$1.4 million, or \$70,000 annually.

This *2024 Rates and Charges Study* was conducted to calibrate previous assumptions used in the *2023 Revised Financial Analysis*. Ardurra revised cost estimates for the ACIP included in the Airport Master Plan. The City also provided FY 2024-25 budget revenues and expenses for the Airport Special Revenue Fund (21) and Airport Capital Improvement Fund (41). An expanded survey of market-based rates and charges was conducted for a peer set of airports along with a landing fee analysis, which uses a residual cost-recovery methodology to determine a range for landing fees adequate to cover the City’s obligations without accumulating an excessive reserve.

The options are available to increase revenues at HCR:

1. increase the Airport Apron Ground Lease rate of \$0.07 per sq. ft. to \$0.25 per sq. ft. (360%),
2. increase the fuel flowage fee from \$0.05 / gallon to \$0.10 for avgas (100% increase) and \$0.15 for jet fuel (200% increase) after January 2025,
3. adopt a Rental Car / TNC Fee equal to 10% of gross receipts,
4. increase the Commercial Aeronautical Permit Fee from 1% to 2% of gross income,
5. assess the AOA Access Fee for all users with no waiver for hangar owners,
6. increase landing fees for transient aircraft with a maximum takeoff weight (MTOW) under 8,000 pounds from \$4.00 to \$6.00 (50% increase) and increasing landing fees with a MTOW of 8,000 pounds or more from \$4.00 to \$6.00 / 1,000 pounds (50% increase), and/or
7. eliminate the based aircraft waiver for landing fees or establishing a Based Aircraft Fee of \$200 annually for aircraft under 8,000 pounds MTOW and \$200 / 1,000 pounds annually for aircraft 8,000 pounds MTOW and over.

1.0 Airport Rates and Charges

Grant Assurance 24, Airport Fees and Rents, requires the airport maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport. Airport proprietors must employ a reasonable, consistent, and transparent (i.e., clear and fully justified) method of establishing rates and charges, and adjustments on a timely and predictable schedule. FAA will not ordinarily investigate the reasonableness of a general aviation airport's fees absent evidence of a progressive accumulation of surplus aeronautical revenues. In establishing new fees, and generating revenues from all sources, airport owners and operators should not seek to create revenue surpluses that exceed the amounts to be used for airport purposes, including reasonable reserves and other funds to facilitate financing and to cover contingencies.

A hybrid compensatory / residual methodology is used to determine rates and fees charged at the Airport. Under this methodology, HCR charges market-based rates comparable to a peer set of airports ("Peer Set") for the lease of airport property and airport-related services to aeronautical users while establishing any approved non-aeronautical use of the Airport at fair market value. The Airport's landing fee is calibrated to balance operating and capital budgets after cross-crediting other airport revenues and any reserves.

2.0 Market-Based Rate Survey

A market-based survey of rates and charges was conducted on a Peer Set of fifteen comparable airports, including Heber. Two hundred and eight two (282) publicly owned, public use airports in Utah and surrounding states were evaluated to select the airports most similar to HCR for inclusion in the Peer Set.

FAA ID	Name	State	Distance	NPIAS Role	ILS	ATCT	Based AC	CII TFMSC	Index Score
HCR	HEBER VALLEY	UT	0	National	N	N	100	1,156	5.00
EKO	ELKO RGNL	NV	230	Non-Hub	N	N	72	815	4.75
DNA	DONA ANA COUNTY	NM	650	Regional	N	N	130	240	4.68
DIJ	DRIGGS-REED MEML	ID	226	Regional	N	N	45	1,213	4.68
MYL	MC CALL MUNI	ID	386	Local	N	N	92	708	4.67
COD	YELLOWSTONE RGNL	WY	305	Non-Hub	N	N	75	2,164	4.67
CNY	CANYONLANDS RGNL	UT	149	Non-Hub	N	N	46	1,530	4.64
LAR	LARAMIE RGNL	WY	306	Non-Hub	N	N	38	1,352	4.63
EIK	ERIE MUNI	CO	338	Local	N	N	135	743	4.60
IGM	KINGMAN	AZ	386	Local	N	N	83	218	4.60
VEL	VERNAL RGNL	UT	101	Regional	N	N	30	1,053	4.59
HII	LAKE HAVASU CITY	AZ	439	Regional	N	N	157	264	4.55
SEZ	SEDONA	AZ	390	Local	N	N	63	331	4.54
PGA	PAGE MUNI	AZ	246	Non-Hub	N	N	70	2,291	4.53
SBS	STEAMBOAT SPRINGS	CO	240	Regional	N	N	57	43	4.52

Figure 1. HCR Airport Peer Set.

Five criteria were used in the evaluation: NPIAS role, number of based aircraft, TFMSC C-II operations, Air Traffic Control Tower (ATCT), and Instrument Landing System (ILS) facilities. Data was acquired from the FAA Form 5010-1 Airport Master Record (Existing Public Use Airports) database. The National Plan of Integrated Airport Systems ("NPIAS") role is based on the two systems of categorization for Primary and Non-primary airports. Non-primary airports are categorized as Unclassified, Basic, Local, Regional, and National while Primary airports are categorized as Non-Hub, Small, Medium, and Large hub. The Traffic Flow Management System Count ("TFMSC") operations for Airport Reference Code C-II aircraft or above was acquired from the FAA Aviation System Performance Metrics Web Data System for CY2022.

All airports in the Peer Set were scored on the five criteria by indexing the value for each airport minus the value for HCR on a scale of 0 to 1 with the highest score given to airports identical to HCR and the lowest score given to airports most dissimilar to HCR. For instance, HCR received a score of 1 in each of the five criteria for a total index score of 5.0. Elko Regional Airport (EKO) was the next most similar airport in the region with a total index score of 4.75: NPIAS Role (0.889), based aircraft (0.925), TFMSC C-II Operations (0.936), ATCT (1.000), and ILS (1.000). Only airports with a score greater than 4.50 were included in the Peer Set. A sample of the top 60 airports is provided in Appendix A.

Peer Set airports were surveyed by telephone and email to collect data on the following rates and charges: ground lease, fuel flowage fee, aircraft landing fee, rental Car/TNC fee, vehicular parking fee, AOA vehicle access fee, commercial aeronautical permit fee, and hangar transfer fee. Data was collected from every airport in the Peer Set except Vernal Regional Airport which declined to participate.

2.1 Ground Lease Rate

Ground lease rates are difficult to compare because most property leases are uniquely determined based on existing improvements, access to the airfield, negotiation between parties, appraisals, and/or comparative properties. Surveying ground lease rates is informative but such rates are not universally comparable from airport to airport. Ground lease rates are typically influenced by terms specified in the lease, such as required scheduled improvements over the lease term or conditions such as reversion requirements at the end of the term. Rates are often bifurcated for unimproved sites with no utilities or taxiway access and improved sites that have utilities and taxiway access. The most common structure in the survey was a single aeronautical ground lease rate.

The rates displayed in Figure 2 are for improved aeronautical sites at Peer Set airports. Note, HCR has a bifurcated rate for Airport Aeronautical Lease and Airport Apron Lease.

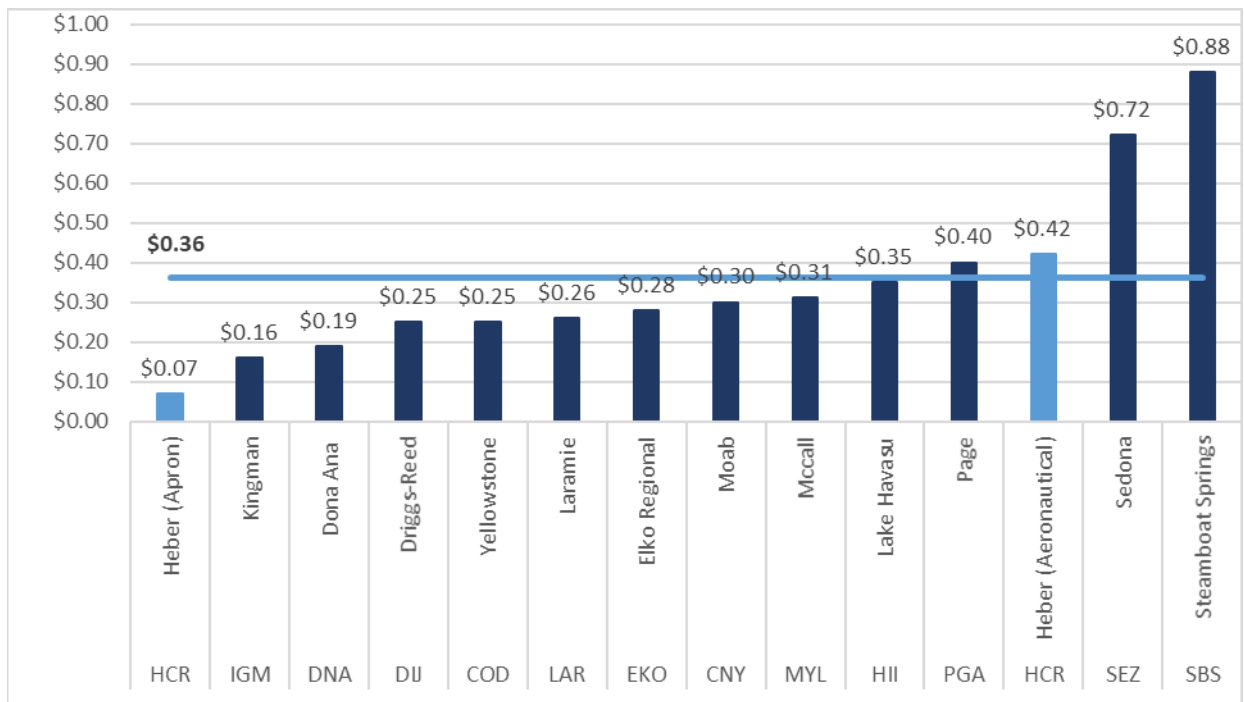


Figure 2. Ground Lease Rates (\$/sq. ft. annually).

Heber's Airport Aeronautical Lease rate of \$0.42 / sq. ft. annually is slightly above the market average of \$0.36 / sq. ft. The only two airports in the survey with higher aeronautical ground rents are 71% and 110% above HCR. The Airport Aeronautical Lease rate is in line with market, but the existing Airport Apron Ground Lease rate should be increased to the 25th percentile, from \$0.07 per sq. ft. to \$0.25 per sq. ft. annually.

2.2 Fuel Flowage Fee

Fuel flowage fees are a charge on fuel sales by Fixed Base Operators ("FBOs") and remitted to the Airport. Similar to ground lease rates, airports occasionally bifurcate fuel flowage fees for jet fuel and avgas. Figure 3 shows the jet fuel flowage fee for Peer Set airports relative to HCR.

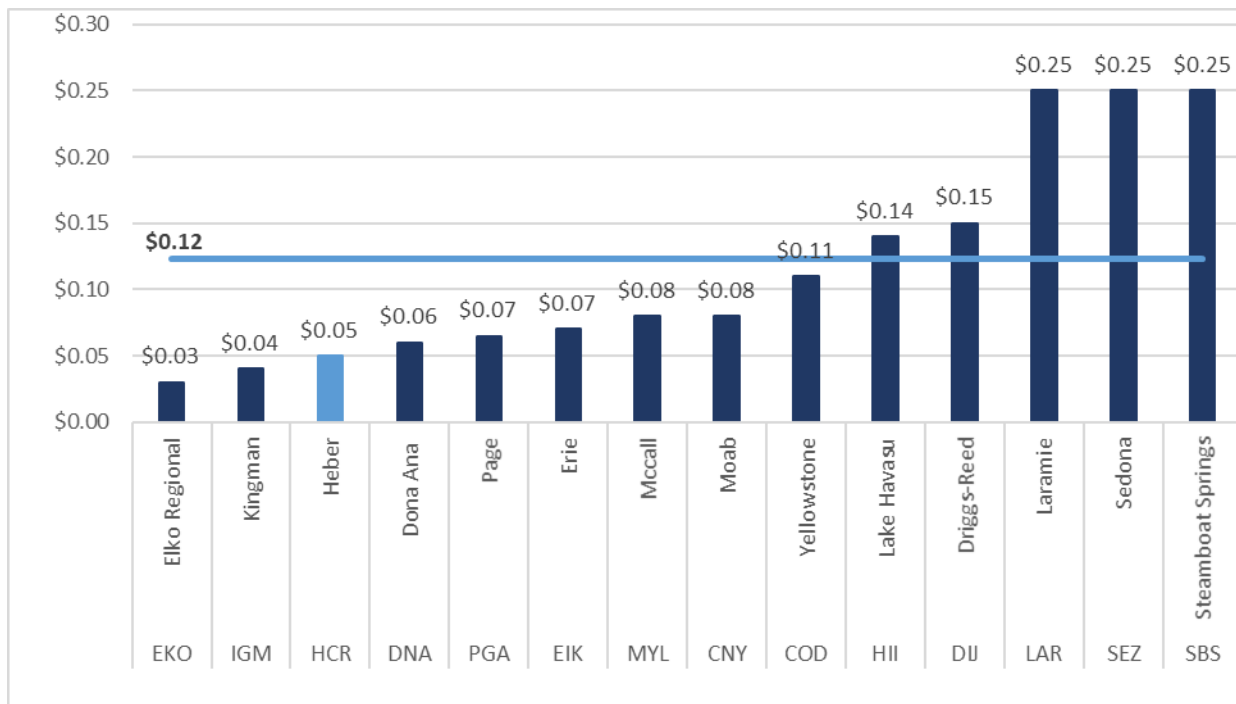


Figure 3. Jet Fuel Flowage Fee (\$/gallon).

The Airport's existing fee of \$0.05 / gallon has been in place since 2012 and is significantly below the average of \$0.12 / gallon while slightly above the range floor. Driggs and Page charge a separate avgas fuel flowage fee of \$0.10 and \$0.05 / gallon respectively. Adopting Driggs fuel flowage fee structure that straddles the market average with \$0.15 / gallon for jet fuel and \$0.10 / gallon for avgas would represent a significant increase of 100% for avgas and 200% for jet fuel flowage fees but would bring Heber in line with comparable airports in the Peer Set.¹

2.3 Other Airport Fees and Charges

Airports in the Peer Set were selected on characteristics similar to those found at HCR. However, many other circumstances influence the revenue-generating ability of the airport to cover capital and operating expenses toward the FAA's stated goal of self-sufficiency described in Grant Assurance 24. Some airports

¹ The airport is contractually bound to only adjust fuel flowage fees every five years. The analysis assumes a 20% increase in fuel flowage fees every 5th year beginning in 2025.

in the Peer Set operate proprietary-exclusive FBOs, airport-owned hangar developments and aircraft parking ramps, or collect a Passenger Facility Charge from commercial air carrier passengers that generate additional sources of revenue not available to HCR. These circumstances also influence the opportunities available to HCR for additional revenue-generation, such as vehicular parking and rental car / Travel Network Company (“TNC”) fees from companies such as Uber, Lyft, and Turo. Thus, comparable market rates are informative in determining appropriate rates at HCR, but market rates may reflect other budget-balancing revenue sources that are not available to the Airport.

HCR could add or adjust the following rates while remaining within the range of Peer Set market rates:

Rental Car / TNC Fees	<ul style="list-style-type: none"> • New Fee: 10% of Gross Receipts • Ranges 10-12% or \$4.50/trip and \$50 per vehicle/month
Vehicular Parking Fee:	<ul style="list-style-type: none"> • No Change: \$0 • Typically \$5-7/night or \$45/month (ranges \$25-\$125)
AOA Access Fee	<ul style="list-style-type: none"> • Change: \$40 / card annually for all users, no waiver for hangar owners • Standard \$25 / user, max \$50 / user
Commercial Aeronautical Permit Fee	<ul style="list-style-type: none"> • Increase: from 1% to 2% of Gross Income • 2% of Gross Receipts @ Dona Ana, but otherwise \$100-\$558 fixed fee
Hangar Transfer Fee	<ul style="list-style-type: none"> • No Change: 3% of greater sale or assessed price • Typically ranges from \$50 - \$1,000 fixed fee

Figure 4. Other Airport Fees.

Other fees already established at HCR tend to be in line with or exceed common practices for the Peer Set. The adoption of a Rental Car / TNC Fee equal to 10% of monthly gross receipts represents the most significant source of incremental revenue from other airport fees. Adopting a new fee for vehicular parking would require physical infrastructure and is not practical at this time. The existing Commercial Aeronautical Permit Fee could be increased from 1% to 2% of annual gross income (100% increase) and the AOA Access Fee waiver for hangar owners could be eliminated to generate additional airport revenue² while remaining within the market range. The existing percentage-based Hangar Transfer Fee is unique for an assignment fee within the Peer Set but is an accepted practice nationally.

Other fees charged at some airports, but not found in the Peer Set, include security fees and infrastructure fees. Security fees are common at commercial service airports to recover the cost of operating an Airport Security Program under 49 CFR 1542. At general aviation airports, the expense of security measures are typically recovered through an access fee which HCR already has in place. Historically, infrastructure fees have not been charged by airports to GA users. Some FBOs are implementing infrastructure fees to cover private capital expenditures that are not passed through to the airport.

While fees other than ground lease, fuel flowage, and landing fees are expected to contribute toward the Sponsor’s match, these top three sources currently account for over 92% of HCR’s annual operating revenues. Further, the collection of other fees is often associated with a corresponding incremental

² Collecting \$40 for the 375 exempt AOA badges would generate \$15,000 in incremental annual revenue. Changes to other airport revenue sources are not included in the analysis as no historical baseline exist to forecast revenue.

expense, which in most cases is realized as increased demands on salaried airport staff. Increasing fuel flowage fees to \$0.15 for jet fuel and \$0.10 for avgas could generate approximately \$130,000 in additional annual revenue, accounting for incremental revenues over the planning horizon of more than \$2.1 million, one-third of the anticipated \$6.0 million required for Heber City’s participation in CIP projects. However, a gradual change in fuel flowage fees would place a larger burden on the airport to recover costs through landing fees. As such, a methodology for establishing general aviation landing fees is proposed that ensures the City will be able to participate in the planned CIP projects.

3.0 Landing Fee Methodology

Landing fees provide a relatively inelastic revenue source to cover shortfalls in funding from market-based rates discussed above. As a cost recovery mechanism, landing fees can be determined by aggregating the operating and capital expenditures, less all other airport revenues and any reserve funds, and dividing the net total by the anticipated landed weight for the rate setting period (the planning horizon of the ACIP).

The Master Plan prepared by Ardurra depicts necessary improvements identified on the ALP to meet FAA Airport Reference Code C-II standards over the next 15 years. The Master Plan also includes the ACIP that provides estimated costs and timing for implementing each of the proposed projects shown on the ALP. The cost estimates include preliminary engineering expenses (survey and geotechnical analysis), engineering design fees of ten percent, construction/project design contingencies of ten percent, construction administration services of ten percent, a fixed legal and administrative fee of \$3,000 per project, and four percent per year escalation up to the year of construction.

Capital project expenditures assume FAA Airport Improvement Program (“AIP”) grant funding 90.63% and UDOT state grants funding 4.685% of federal ACIP-eligible projects (Figure 5) as well as 90.00% of state funded ACIP projects (Figure 6). Heber City’s sponsor participation of capital projects is 4.685% of federal eligible projects, 10% of state funded projects, and 100% of locally funded projects (Figure 7).

Year	Airport Capital Improvement Projects (ACIP) - Federal FY (Oct 1 - Sep 30)	2024 Hard Cost	Future Value
2024	AWOS Replacement	\$ 160,000	\$ 160,000
2024	Phase 1 Runway Relocation - EA	\$ 800,000	\$ 800,000
2025	Pavement Preservation	\$ 376,900	\$ 513,625
2026	Phase 1 Runway Relocation - AWOS Relocation	\$ 117,575	\$ 169,538
2026	Phase 1 Runway Relocation - Hangar Access Road	\$ 343,110	\$ 486,658
2026	Phase 1 Runway Relocation - Land Acquisition	\$ 3,810,000	\$ 4,964,544
2027	Acquire Snow Removal Equipment	\$ 400,000	\$ 543,984
2028	Phase 2 Runway Relocation - Perimeter Fence & Road	\$ 2,516,800	\$ 3,832,152
2029	Pavement Preservation	\$ 376,900	\$ 600,868
2030	Phase 2 Runway Relocation - South Campus Ramp	\$ 9,382,460	\$ 15,438,281
2031	Phase 2 Runway Relocation - North Campus Ramp	\$ 9,472,280	\$ 16,209,469
2033	Pavement Preservation	\$ 376,900	\$ 702,931
2033	North Campus Box Hangar Development	\$ 299,550	\$ 559,810
2035	Phase 3 Runway Relocation - Taxiway Relocation	\$ 8,131,273	\$ 16,279,041
2038	Phase 3 Runway Relocation - Runway Relocation	\$ 14,598,427	\$ 32,870,431

Figure 5. Federal ACIP-eligible Projects.

Year	State Funded Projects	2024 Hard Cost	Future Value
2025	Pavement Preservation - Parallel T/W and aprons	\$ 237,600	\$ 321,235
2029	Pavement Preservation - Parallel T/W and aprons	\$ 237,600	\$ 375,800
2033	Pavement Preservation - Parallel T/W and aprons	\$ 237,600	\$ 439,633

Figure 6. UDOT State Funded Projects.

Year	Locally Funded Projects	2024 Hard Cost	Future Value
2023	Phase II ESA	\$ 175,000	\$ 175,000
2025	Pavement Preservation - 15' in front of hangars and T/L	\$ 67,800	\$ 91,666
2029	Pavement Preservation - 15' in front of hangars and T/L	\$ 67,800	\$ 107,236
2033	Pavement Preservation - 15' in front of hangars and T/L	\$ 67,800	\$ 125,451

Figure 7. Locally Funded Projects.

Annual expenses were forecasted by calculating the future value of the FY2024-25 budget for Heber City's Airport Special Revenue Fund (21) and Airport Capital Improvement Fund (41) at a three percent annual growth rate.³ Operating revenues were forecast based on growth in aircraft operations projected in the Airport Master Plan at 1.3% annually.⁴ Landed weight of 82,737,000 pounds for the period April 1, 2023, through March 31, 2024 was calculated using actual operations observed by Virtower's ADS-B sensor at HCR to establish the 2024 baseline.

Landing fees were calculated by using the following methodology:

- Line Item A. Operation and Maintenance Expenditures. This line item is Heber City's costs for the operation, maintenance, and repair of the Airport and includes salaries and employee benefits, utility costs, ordinary maintenance, direct and indirect administrative and general expenses listed in the annual operating budget of the Airport Special Revenue Fund (21) for the rate setting period.

- Line Item B. Operation and Maintenance Reserve. This line item is an amount equal to one fifth (1/5) of the amount appropriated in the annual budget for Operation and Maintenance Expenses for the rate setting period.

- Line Item C. Capital Improvement Plan Expenditures. This line item includes the sponsor's participation of federal, state, and locally funded capital projects and other capital expenditures attributable to the airport cost center equal to the budgeted amount for Capital Improvement Fund (41) for the rate setting period.

- Line Item D. Capital Improvement Plan Reserve Charge. This line item includes financing and contingencies that ensure airport self-sufficiency and a positive cashflow in future rate

³ The analysis reduced FY2024-25 legal expense (21.4033) to \$55,000 and professional services (21.4031) by 50% in FY2027-28 down to ~\$55,000 reflecting a decrease in ongoing external support.

⁴ The analysis increased Miscellaneous Income (21.3620) to \$6,100 from existing AOA Access Fees in 2024 growing to \$21,374 in 2025. Hangar Ground Lease Fees (21.4071) are grown at 3% annually on top of operational growth. Airport Business FBO/SASO Lease (21.3470) revenue increases beginning in 2025 for apron areas and 2031 for 19 acres of the South Campus development. Additional revenue is anticipated from 15,100 net sq. ft. added by the hangar condominium project at the future value equivalent of \$0.42/sq. ft. in 2033, the first year those hangars would be available, and 3% in Hangar Transfer Fees (21.3474) of the estimated \$20M value. Also included is incremental revenue from 2,500 sq. ft. of hangars reverting to building rent rates @ \$0.34 / sq. ft. monthly in 2025 and another 12,961 sq. ft. in 2027 at the equivalent future value rate.

setting periods. The Capital Improvement Plan Reserve Charge is the Sponsor's CIP Participation of Uncompleted Projects divided by the number of current and future rate setting periods in the CIP. The Sponsor's CIP Participation of Uncompleted Projects means the total capital expense of uncompleted CIP projects less projected capital revenues from federal and state grant sources for future rate setting periods in the CIP.

- Line Item E. Airport Total Requirement. This line item is the sum of the following line items: Operation and Maintenance Expenditures, Operation and Maintenance Reserve Charge, Capital Improvement Plan Expenditures, and Capital Improvement Plan Reserve Charge.
- Line Item F. Credits to Airport Total Requirement. This line item identifies the credits to the Airport Total Requirement which include other airport revenues and the prior period ending balance of the Airport Restricted Revenue Fund, if any. The Airport Restricted Revenue Fund is a reserve fund to facilitate financing and cover contingencies. Any surplus revenue from the airport cost center will be transferred to the Airport Restricted Revenue Fund at the end of the fiscal year.
- Line Item G. Airport Net Requirement. This line item is the Airport Total Requirement less Credits to the Airport Total Requirement.
- Line Item H. Total Landed Weight is the sum of the Maximum Take Off Weight (MTOW) rounded up to the next highest 1,000 pound interval of each transient aircraft landing at the Airport with a MTOW of 8,000 pounds or more. For aircraft with a MTOW of less than 8,000 pounds, the landed weight is calculated as 1,000 pounds.
- Line Item I. General Aviation Landing Fee. This line item is the Airport Net Requirement divided by Total Landed Weight so that the Airport Restricted Revenue Fund in any rate setting period of the Capital Improvement Plan is not negative or more than the Airport Sponsor's Participation of Uncompleted Projects for the rate setting period.⁵

The General Aviation Landing Fee was calculated as set forth in Table A below.

	Line Item
Operations and Maintenance Expense	A
Operations and Maintenance Reserve Charge	B
Capital Improvement Plan Expenditures	C
Capital Improvement Plan Reserve Charge	D
AIRPORT TOTAL REQUIREMENT	E = A + B + C + D
Less Credits to Airport Total Requirement	F
AIRPORT NET REQUIREMENT	G = E – F
Total Landed Weight	H
General Aviation Landing Fee (per 1,000 lbs)	I = G / H

Based on the above methodology, a General Aviation Landing Fee ranging from \$5.94 to \$6.31 is necessary to meet timely sponsor participation of capital project expenses throughout the rate setting period. Establish landing fees near the top of the range is a conservative approach to growing the Airport Restricted Revenue Fund early in the planning horizon to avoid the need for debt financing or delays in construction. An increase in landing fees for transient aircraft with a maximum takeoff weight (MTOW) under

⁵ The General Aviation Landing Fee calculation accounts for the 16% collection fee assessed by Vector Systems.

8,000 pounds from \$4.00 to \$6.00 (50% increase) and landing fees for transient aircraft with a maximum takeoff weight of 8,000 pounds or more from \$4.00 to \$6.00 / 1,000 pounds MTOW (50% increase) is expected to establish a reserve of \$958,000 in 2031 growing to \$2,416,000 in 2038. Landing fees could be adjusted lower in subsequent years if the reserve is projected to exceed the Sponsor's CIP Participation in Uncompleted Projects.

Alternatives to mitigate the landing fee increase include the elimination of the based aircraft waiver for landing fees or the implementation of a based aircraft fee in lieu of landing fees. The landed weight of based aircraft for the period April 1, 2023 through March 31, 2024 was 11,359,000 pounds. Additional revenue from based aircraft landing fees would permit a General Aviation Landing Fee ranging from \$5.11 to \$5.42 / \$1,000 pounds, \$0.83 - \$0.89 less than with the based aircraft exemption. The equivalent Based Aircraft Fee would be \$200 annually for aircraft under 8,000 pounds MTOW and \$200 / 1,000 pounds annually for aircraft 8,000 pounds MTOW and over.

The Airport Advisory Board should monitor the projected Airport Restricted Revenue Fund relative to the Sponsor's CIP Participation in Uncompleted Projects. A resolution to adjust landing fees should be proposed if projected reserves are insufficient to cover or substantially exceed the Sponsor's CIP Participation in Uncompleted Projects.⁶

4.0 Conclusion

The Heber Valley Airport is entering a sustained, capital intensive period of facility redevelopment with no reserve funds currently accrued to finance construction projects. Over the 15-year planning period, the Airport must generate approximately \$6.0 million in additional revenue above existing levels. The cash flow of incremental revenue calls for approximately \$300,000 in annual capital project expenditures over the next five years, with a substantial jump to \$865,000 in FY 2030 and \$907,000 in FY 2031. A similar spike in FY 2035 of around \$930,000 is forecast with a significant obligation of more than \$1.7 million anticipated in FY 2038 at the end of the 15-year planning period. Funding this aggressive capital redevelopment program is feasible, but an immediate increase in airport rates and charges is required to fund a capital reserve from surplus revenue if the Sponsor desires to avoid debt financing through airport revenue bonds.

The following options are available to increase revenues at HCR:

1. increase the Airport Apron Ground Lease rate of \$0.07 per sq. ft. to \$0.25 per sq. ft. (360%),
2. increase the fuel flowage fee from \$0.05 / gallon to \$0.10 for avgas (100% increase) and \$0.15 for jet fuel (200% increase) after January 2025,
3. adopt a Rental Car / TNC Fee equal to 10% of gross receipts,
4. increase the Commercial Aeronautical Permit Fee from 1% to 2% of gross income,
5. assess the AOA Access Fee for all users with no waiver for hangar owners,
6. increase landing fees for transient aircraft with a maximum takeoff weight (MTOW) under 8,000 pounds from \$4.00 to \$6.00 (50% increase) and increasing landing fees with a MTOW of 8,000 pounds or more from \$4.00 to \$6.00 / 1,000 pounds (50% increase), and/or
7. eliminate the based aircraft waiver for landing fees or establishing a Based Aircraft Fee of \$200 annually for aircraft under 8,000 pounds MTOW and \$200 / 1,000 pounds annually for aircraft 8,000 pounds MTOW and over.

⁶ The assumption to collect approximately \$675k in Hangar Transfer Fees in 2033 reduces the high end of the landing fee range by \$0.62 and presents a significant risk if construction and occupancy delays push the collection of these fees beyond the 2038 planning horizon.

APPENDIX 1 – AIRPORT PEER SET SAMPLE

Loc_ID	Name	City	State_ID	ILS_Flag	ATCT_Flag	DBAC%	CII%rank	DNRV%	Indexed
HCR	HEBER VALLEY	HEBER	UT	1	1	1	1	1	5
EKO	ELKO RGNL	ELKO	NV	1	1	0.925267	0.935943	0.8889	4.75
DNA	DONA ANA COUNTY INTL JETPORT	SANTA TERESA	NM	1	1	0.918149	0.871886	0.8889	4.68
DIJ	DRIGGS-REED MEML	DRIGGS	ID	1	1	0.800712	0.985765	0.8889	4.68
MYL	MC CALL MUNI	MC CALL	ID	1	1	0.978648	0.918149	0.7778	4.67
COD	YELLOWSTONE RGNL	CODY	WY	1	1	0.935943	0.846975	0.8889	4.67
CNY	CANYONLANDS RGNL	MOAB	UT	1	1	0.818505	0.928826	0.8889	4.64
LAR	LARAMIE RGNL	LARAMIE	WY	1	1	0.768683	0.97153	0.8889	4.63
EIK	ERIE MUNI	ERIE	CO	1	1	0.893238	0.925267	0.7778	4.6
IGM	KINGMAN	KINGMAN	AZ	1	1	0.953737	0.864769	0.7778	4.6
VEL	VERNAL RGNL	VERNAL	UT	1	1	0.725979	0.975089	0.8889	4.59
HII	LAKE HAVASU CITY	LAKE HAVASU CITY	AZ	1	1	0.790036	0.875445	0.8889	4.55
SEZ	SEDONA	SEDONA	AZ	1	1	0.882562	0.882562	0.7778	4.54
PGA	PAGE MUNI	PAGE	AZ	1	1	0.918149	0.718861	0.8889	4.53
SBS	STEAMBOAT SPRINGS/BOB ADAMS FLD	STEAMBOAT SPRINGS	CO	1	1	0.868327	0.765125	0.8889	4.52
ALM	ALAMOGORDO-WHITE SANDS RGNL	ALAMOGORDO	NM	1	1	0.957295	0.768683	0.7778	4.5
SKX	TAOS RGNL	TAOS	NM	1	1	0.725979	0.879004	0.8889	4.49
AFO	AFTON MUNI	AFTON	WY	1	1	0.825623	0.850534	0.7778	4.45
TEX	TELLURIDE RGNL	TELLURIDE	CO	1	1	0.686833	0.960854	0.7778	4.43
SOW	SHOW LOW RGNL	SHOW LOW	AZ	1	1	0.743772	0.758007	0.8889	4.39
SAD	SAFFORD RGNL	SAFFORD	AZ	1	1	0.825623	0.779359	0.7778	4.38
PNA	RALPH WENZ FLD	PINEDALE	WY	1	1	0.758007	0.843416	0.7778	4.38
PSO	STEVENS FLD	PAGOSA SPRINGS	CO	1	1	0.779359	0.818505	0.7778	4.38
SZT	SANDPOINT	SANDPOINT	ID	1	1	0.758007	0.836299	0.7778	4.37
BMC	BRIGHAM CITY RGNL	BRIGHAM CITY	UT	1	1	0.843416	0.733096	0.7778	4.35
MZI	PINAL AIRPARK	MARANA	AZ	1	1	0.686833	0.868327	0.7778	4.33
ATS	ARTESIA MUNI	ARTESIA	NM	1	1	0.661922	0.75089	0.8889	4.3
CEZ	CORTEZ MUNI	CORTEZ	CO	1	1	0.743772	0.761566	0.7778	4.28
FLX	FALLON MUNI	FALLON	NV	1	1	0.946619	0.55516	0.7778	4.28
JER	JEROME COUNTY	JEROME	ID	1	1	0.772242	0.718861	0.7778	4.27
BRG	BELEN RGNL	BELEN	NM	1	1	0.846975	0.637011	0.7778	4.26
SVC	GRANT COUNTY	SILVER CITY	NM	1	1	0.672598	0.697509	0.8889	4.26
BYG	JOHNSON COUNTY	BUFFALO	WY	1	1	0.647687	0.822064	0.7778	4.25
RXE	REXBURG-MADISON COUNTY	REXBURG	ID	1	1	0.953737	0.508897	0.7778	4.24
LND	HUNT FLD	LANDER	WY	1	1	0.83274	0.508897	0.8889	4.23
ANK	SALIDA/HARRIETT ALEXANDER FLD	SALIDA	CO	1	1	0.818505	0.626335	0.7778	4.22
1V6	FREMONT COUNTY	CANON CITY	CO	1	1	0.911032	0.508897	0.7778	4.2
P08	COOLIDGE MUNI	COOLIDGE	AZ	1	1	0.761566	0.654804	0.7778	4.19
GNG	GOODING MUNI	GOODING	ID	1	1	0.903915	0.508897	0.7778	4.19
FMM	FORT MORGAN MUNI	FORT MORGAN	CO	1	1	0.758007	0.654804	0.7778	4.19
BXK	BUCKEYE MUNI	BUCKEYE	AZ	1	1	0.893238	0.508897	0.7778	4.18
RTN	RATON MUNI/CREWS FLD	RATON	NM	1	1	0.558719	0.843416	0.7778	4.18
AEJ	CENTRAL COLORADO RGNL	BUENA VISTA	CO	1	1	0.597865	0.786477	0.7778	4.16
20V	MC ELROY AIRFIELD	KREMMLING	CO	1	1	0.686833	0.793594	0.6667	4.15
U02	MCCARLEY FLD	BLACKFOOT	ID	1	1	0.850534	0.508897	0.7778	4.14
DGW	CONVERSE COUNTY	DOUGLAS	WY	1	1	0.725979	0.604982	0.7778	4.11
AVQ	MARANA RGNL	MARANA	AZ	1	1	0.330961	0.886121	0.8889	4.11
LAA	SOUTHEAST COLORADO RGNL	LAMAR	CO	1	1	0.672598	0.654804	0.7778	4.11
LAM	LOS ALAMOS	LOS ALAMOS	NM	1	1	0.818505	0.508897	0.7778	4.11
GUP	GALLUP MUNI	GALLUP	NM	1	1	0.587189	0.733096	0.7778	4.1
OLS	NOGALES INTL	NOGALES	AZ	1	1	0.530249	0.786477	0.7778	4.09
SAA	SHIVELY FLD	SARATOGA	WY	1	1	0.530249	0.893238	0.6667	4.09
ITR	KIT CARSON COUNTY	BURLINGTON	CO	1	1	0.619217	0.672598	0.7778	4.07
PAN	PAYSON	PAYSON	AZ	1	1	0.779359	0.508897	0.7778	4.07
65S	BOUNDARY COUNTY	BONNERS FERRY	ID	1	1	0.896797	0.384342	0.7778	4.06
TOR	TORRINGTON MUNI	TORRINGTON	WY	1	1	0.711744	0.565836	0.7778	4.06
74V	ROOSEVELT MUNI	ROOSEVELT	UT	1	1	0.711744	0.55516	0.7778	4.04
BDU	BOULDER MUNI	BOULDER	CO	1	1	0.875445	0.384342	0.7778	4.04
AJZ	BLAKE FLD	DELTA	CO	1	1	0.871886	0.384342	0.7778	4.03
POY	POWELL MUNI	POWELL	WY	1	1	0.743772	0.508897	0.7778	4.03



Airport Special Service Fund (21)

The Airport Special Revenue Fund accounts for all Heber Valley Airport (HVA) operations.

Airport Special Service Fund (21) Comprehensive Summary

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted
Beginning Fund Balance:	\$201,251	\$318,867	\$184,762	\$184,762	\$4,327
Revenues	\$587,137	\$544,287	\$617,993	\$926,433	\$1,050,599
Expenditures	\$470,444	\$678,392	\$612,997	\$1,106,868	\$985,924
Total Revenues Less Expenditures:	\$116,693	-\$134,105	\$4,996	-\$180,435	\$64,675
Ending Fund Balance:	\$317,944	\$184,762	\$189,758	\$4,327	\$69,002

Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Charges for Services						
AIRPORT BUSINESS FBO/SSO FEES	\$20,863	\$300	\$21,250	\$29,740	\$29,740	40%
AIRPORT HANGAR GROUND LEASE FEE	\$194,922	\$241,343	\$250,545	\$300,000	\$300,000	19.7%
AVIATION FUEL	\$68,076	\$66,638	\$70,000	\$56,400	\$112,800	61.1%
AIRPORT LANDING FEES	\$278,735	\$222,081	\$250,000	\$206,893	\$579,159	131.7%
HANGAR TRANSFER FEES	\$11,000	\$1,050	\$8,000	\$20,000	\$10,000	25%
FARM LEASE	\$4,478	\$1,000	\$3,400	\$3,400	\$3,400	0%
LICENSES	\$0	\$12,073	\$9,500	\$9,500	\$9,500	0%
Total Charges for Services:	\$578,074	\$544,485	\$612,695	\$625,933	\$1,044,599	70.5%
Interest						
INTEREST INCOME	\$1,353	\$0	\$4,000	\$300,000	\$5,500	37.5%
Total Interest:	\$1,353	\$0	\$4,000	\$300,000	\$5,500	37.5%
Other Revenues						
MISCELLANEOUS INCOME	\$7,710	-\$198	\$500	\$500	\$500	0%
Total Other Revenues:	\$7,710	-\$198	\$500	\$500	\$500	0%
Allocated Operational Costs & Contributions from Surplus						
CONTRIBUTIONS FUND SURPLUS	\$0	\$0	\$798	\$0	\$0	-100%
Total Allocated Operational Costs & Contributions from Surplus:	\$0	\$0	\$798	\$0	\$0	-100%
Total Revenue Source:	\$587,137	\$544,287	\$617,993	\$926,433	\$1,050,599	70%

Expenditures by Expense Type

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Salaries and Benefits						
SALARIES AND WAGES	\$330	\$3,109	\$116,893	\$108,000	\$148,849	27.3%
ON SITE PAYROLL - MANAGERS	\$95,923	\$113,192	\$0	\$0	\$0	0%
EMPLOYEE BENEFITS	\$1,597	\$1,335	\$46,147	\$34,100	\$45,095	-2.3%
UNIFORM ALLOWANCE	\$1,118	\$1,031	\$700	\$700	\$700	0%
FICA AND MEDICARE	\$0	\$0	\$8,942	\$8,000	\$11,643	30.2%
Total Salaries and Benefits:	\$98,968	\$118,667	\$172,682	\$150,800	\$206,287	19.5%
Operations						
EMPLOYEE BENEFITS - MANAGERS	\$48,961	\$47,802	\$0	\$0	\$0	0%
BOOKS, SUBSCRIPTIONS & DUES	\$770	\$299	\$800	\$800	\$840	5%
PUBLIC NOTICING	\$296	\$1,475	\$300	\$300	\$300	0%
TRAVEL	\$4,237	\$919	\$4,200	\$4,200	\$2,000	-52.4%
OFFICE SUPPLIES	\$354	\$730	\$300	\$1,300	\$800	166.7%
EQUIPMENT MAINTENANCE	\$3,144	\$12,993	\$4,000	\$8,500	\$7,500	87.5%
UTILITIES	\$7,999	\$10,056	\$9,500	\$9,500	\$10,670	12.3%
TELEPHONE	\$1,687	\$1,659	\$1,900	\$1,900	\$1,970	3.7%
GASOLINE & OIL	\$4,497	\$6,420	\$4,500	\$4,500	\$4,500	0%
PROFESSIONAL SERVICES	\$27,961	\$116,700	\$100,000	\$123,000	\$100,000	0%
TRAINING	\$2,050	\$369	\$2,000	\$2,000	\$2,500	25%
LEGAL	\$148,700	\$240,868	\$148,700	\$90,000	\$65,000	-56.3%
SPECIAL SUPPLIES	\$4,146	\$9,338	\$9,000	\$9,000	\$9,000	0%
INSURANCE	\$3,644	\$4,968	\$3,900	\$4,650	\$5,100	30.8%
SNOW REMOVAL	\$8,739	\$8,739	\$8,700	\$0	\$0	-100%
EQUIPMENT	\$3,409	\$8,918	\$20,000	\$6,800	\$58,040	190.2%
INTERNAL SERVICE CHARGE - IT	\$0	\$0	\$1,898	\$1,898	\$5,025	164.8%
INTERNAL SERVICE CHARGE - ADMIN	\$0	\$0	\$2,474	\$2,520	\$4,800	94%
Total Operations:	\$270,594	\$472,253	\$322,172	\$270,868	\$278,045	-13.7%
Capital Outlay						
BUILDING	\$870	\$2,034	\$3,000	\$300	\$1,000	-66.7%
IMPROV. OTHER THAN BUILDINGS	\$3,000	\$1,698	\$3,000	\$7,000	\$7,000	133.3%
CAPITAL EQUIPMENT	\$0	\$4,136	\$0	\$0	\$0	0%
Total Capital Outlay:	\$3,870	\$7,868	\$6,000	\$7,300	\$8,000	33.3%
Transfers						
TRANSFER TO GENERAL FUND - INDIRECT SALARIES	\$66,898	\$55,571	\$95,802	\$46,500	\$82,941	-13.4%
TRANSFER TO GENERAL FUND - INDIRECT BENEFITS	\$30,114	\$24,033	\$16,341	\$21,400	\$25,651	57%

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
TRANSFER TO AIRPORT CAPITAL IMPROVEMENTS	\$0	\$0	\$0	\$610,000	\$385,000	N/A
Total Transfers:	\$97,012	\$79,604	\$112,143	\$677,900	\$493,592	340.1%
Total Expense Objects:	\$470,444	\$678,392	\$612,997	\$1,106,868	\$985,924	60.8%



Airport Capital Fund (41)

The Airport Capital Improvements Fund accounts for all capital investments at Heber Valley Airport.

Airport Capital Fund (41) Comprehensive Summary

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted
Beginning Fund Balance:	\$99,799	\$69,710	-\$313,284	-\$313,284	\$96,617
Revenues	\$153,316	\$29,500	\$758,853	\$873,117	\$1,720,603
Expenditures	\$182,779	\$297,092	\$709,000	\$463,216	\$1,718,640
Total Revenues Less Expenditures:	-\$29,463	-\$267,592	\$49,853	\$409,901	\$1,963
Ending Fund Balance:	\$70,336	-\$197,882	-\$263,431	\$96,617	\$98,580

Revenues by Source

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source						
Intergovernmental						
FEDERAL GRANTS	\$82,080	\$29,500	\$510,707	\$250,184	\$1,066,625	108.9%
STATE GRANT	\$70,924	\$0	\$248,146	\$12,933	\$268,978	8.4%
Total Intergovernmental:	\$153,004	\$29,500	\$758,853	\$263,117	\$1,335,603	76%
Interest						
INTEREST EARNINGS	\$312	\$0	\$0	\$0	\$0	0%
Total Interest:	\$312	\$0	\$0	\$0	\$0	0%
Allocated Operational Costs & Contributions						
CONTRIBUTIONS FROM OTHER FUNDS	\$0	\$0	\$0	\$610,000	\$385,000	N/A
Total Allocated Operational Costs & Contributions:	\$0	\$0	\$0	\$610,000	\$385,000	N/A
Total Revenue Source:	\$153,316	\$29,500	\$758,853	\$873,117	\$1,720,603	126.7%

Expenditures by Expense Type

Name	FY2022 Actuals	FY2023 Actuals	FY2024 Budgeted	FY2024 Projected	FY2025 Budgeted	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects						
Operations						
PROFESSIONAL SERVICES	\$69,588	\$207,662	\$0	\$200,000	\$60,000	N/A
EQUIPMENT	\$17,965	\$0	\$56,000	\$0	\$56,000	0%
Total Operations:	\$87,553	\$207,662	\$56,000	\$200,000	\$116,000	107.1%
Capital Outlay						
BUILDING AND IMPROVEMENTS	\$95,226	\$0	\$653,000	\$263,216	\$702,640	7.6%
CAPITAL EQUIPMENT	\$0	\$21,318	\$0	\$0	\$0	0%
CAPITAL PROJECTS	\$0	\$68,112	\$0	\$0	\$900,000	N/A
Total Capital Outlay:	\$95,226	\$89,430	\$653,000	\$263,216	\$1,602,640	145.4%
Total Expense Objects:	\$182,779	\$297,092	\$709,000	\$463,216	\$1,718,640	142.4%



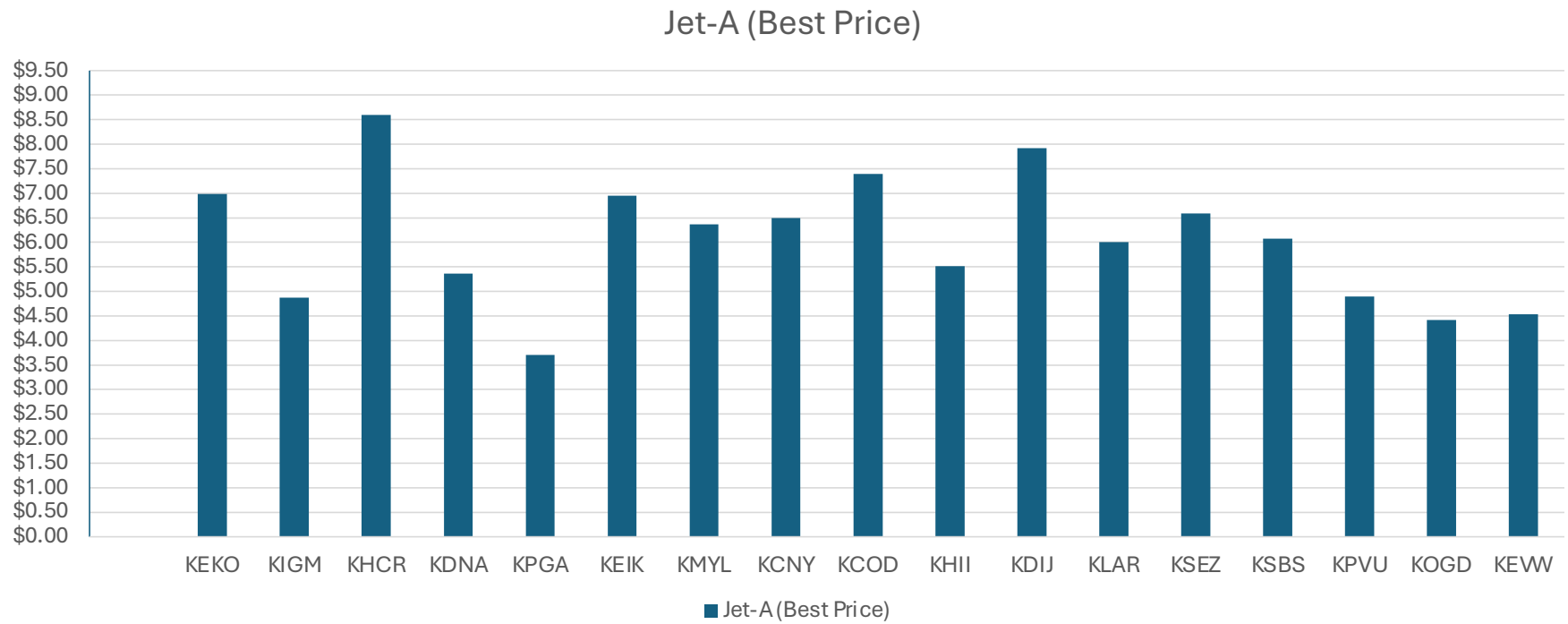
Heber Valley Airport Revenue Generation



Coop Self-Service Fuel



Jet-A Fuel Prices



- No Capital requirements by Airport or City
- Open to Based Aircraft (Provide certificate of UDOT Registration)
- Operated by Not for Profit Co-Op for self fueling
- \$0.50 fuel flowage fee
- Industry standard standalone Fuel Tanks, movable per airport future needs
- Keep fuel purchases local instead of tankering
- Estimated >150,000 gallons per year
- Security to ensure only authorized aircraft use (Pin + Video + computer vision)

Over \$75,000 per year in HCR Revenue

Hangar Lease Renewal



- Current Leases have varied expiration dates and initial lease rates
- New leases have 5 year market rate reset

- Offer new leases with current market rates and rate reset
- Include language to require maintenance and ongoing investment in hangar

Airport	Landing fee Based Tenants	Landing Fee	Landing Fee Applicability	Commercial Fee
Elko Regional	No	Yes	>12,500	No
Kingman	No	No	No	No
Heber City	No	Yes	>0	Partial
Dona Ana	No	No	No	No
Paige	No	No	No	No
Erie	No	No	No	No
McCall	>8000 pound	Based 1.10, transient 1.65	>8000 lbs	\$100
Yellowstone	No	No		No
Lake Havasu	No	Cargo Only		No
Driggs-Reed	No	Yes	>9,000 lbs, \$6/1000	No
Laramie	No	No	No	No
Sedona	No	Jet fee only, waived with fuel		No
Steamboat Springs	No	>12,500 \$4.28/1000	>12,500	Yes – varies Max \$1200/yr