

1 **1. Heber City Corporation**
2 **75 N Main Street**
3 **Heber City, Utah 84032**
4

5 **Airport Advisory Board Meeting**
6 **April 13, 2022**
7

8 **6:00 p.m. Regular Meeting**
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10 **TIME AND ORDER OF ITEMS ARE APPROXIMATE AND MAY BE CHANGED AS**
11 **TIME PERMITS**
12

13 **Present:** Chairman Jason Talley (Remotely)
14 Board Member Mike Duggin
15 Board Member Jay Henry
16 Board Member Jeff Peterson
17 Board Member Bill Tew
18 Board Member Rocco Tomanelli (Remotely)
19 Alternate Board Member/City Council Member D. Scott Phillips
20 Alternate Board Member/City Council Member Ryan Stack
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22 **Absent:** Board Member Bart Munteer
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24 **Staff:** Airport Manager Travis Biggs
25 Deputy Recorder Robin Raines-Bond
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27 **Attending:** Jeremy McAlister, TO Engineers, and Linda Middleton, City resident
28 ,
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30 **Attending remotely:** Ryan Leick, Aeroplex, and Jared Elman, Utah Aeronautics Conference
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33 **I. Call to Order / Roll Call (Chairman Talley)**

34 The meeting started at 6:06 p.m. by Chairman Jason Talley. Deputy Recorder, Robin Raines-
35 Bond called the Roll for Board members.
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37 **II. Pledge of Allegiance (Council Member Scott Phillips)**

38 Alternate Board Member/City Council Member D. Scott Phillips led the pledge.
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40 **III. Approval of January 12, 2022 Airport Advisory Board Minutes (Robin Raines-Bond)**
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42 **Motion:** Board Member Duggin moved to accept the minutes as printed. Board Member Peterson
43 seconded the motion. **Voting Yes:** Board Members Duggin, Peterson, and Talley. **Voting No:**
44 None **Abstain:** (Due to not attending the previous meeting as a Board Member): Board Member
45 Henry, Tomanelli, and Tew. **Motion passed 3-0.**

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

48 Linda Middleton, Heber City resident, expressed concern about a drone in her backyard. She
49 asked about the zoning and regulation of drones and aircraft.

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51 Airport Manager Travis Biggs gave her his contact information.

52
53 **V. Airport Manager Quarterly Report (Airport Manager Travis Biggs)**

54 Mr. Biggs outlined the following items:

- 55 • He attended UAOA (Utah Airport Operators Association) Conference (of which he is a
56 board member).
- 57 • The Utah Aeronautics Conference would be coming soon.
- 58 • The EAA (Experimental Aircraft Association) has had monthly meetings at the airport.
- 59 • CAF (Commemorative Air Force) activities would be held this summer.
- 60 • TAC (Technical Advisory Committee) Meeting was held to work on the Master Plan.
- 61 • Boulder Colorado Airport donated used taxiway and runway lights to the airport.
- 62 • Highway Clean up would be April 16, 2022 at 8 a.m. Sponsored by the Airport Tenant
63 Users.

64
65 **VI. General Business**

66 a. Master Plan Review – (Jeremy McAlister, TO-Engineering)

67 Mr. McAlister commented on the Master Plan progress and the TAC meeting. He remarked that
68 he and his associates had met with the Mayor and City Council. They looked at the runway and
69 taxiway elements of the ALP (Airport layout plan). The facilities requirement chapter of the
70 Master Plan would be on the website by May.

71
72 Board Member Talley indicated that the TAC suggested shortening the runway to allow for the
73 required setbacks and obstacle clearances while still allowing enough room for the critical
74 aircraft.

75
76 Mr. McAlister said a public hearing would be planned within 60 days. The focus would be the
77 runway and taxiway then fuel and hangars.

78
79 Board Member Peterson enquired about the timeline. Mr. McAlister said the schedule was
80 published on the website (<https://www.hebervalleyflightpath.com/>). The Alternatives part of the
81 Master Plan would take 6 months, then environmental impacts and social impacts would follow.
82 Spring of 2023 would be the completion date of the Airport Master Plan.

83
84 Board Member Tew questioned what “alternatives” meant. Mr. McAlister clarified it was what
85 solutions we had to meet safety standards, wants and needs of the airport community.

86
87 Alternative Board Member/Council Member Stack suggested “layout alternatives” be used to
88 clarify. Conversation on the compliant layout alternatives continued.

89
90 Discussion on possible FAA (Federal Aviation Administration) sanctions ensued.
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Jared Elman, spoke about the Utah Aeronautic Conference in Provo, Utah May 9-11, 2022. Everyone would be invited. He provided Registration Promo Code: **UtahAeroDir** (to reduce conference cost to \$125.00).

b. Consultant Update (Curt Castagna or Ryan Leick, Aeroplex)
Mr. Ryan Leick, Aeroplex, offered Airport 101 classes to the Board. He spoke on the importance of communicating clearly and factually. He observed that Heber City Airport did not have the certificate to allow scheduled, certificated operations for the airport.

c. Mission Statement, Values and Goals (Biggs)
Mr. Biggs asked the Board to do a final agreement on these statements.
Board Member Tew liked option D with changes to “charming” and “Summit County”. He like option B in the Vision Statement.
Chairman Talley agreed with Mr. Tew.
Mr. Phillips suggested the term “Local Community” instead of “Wasatch and Summit County”. He liked option C and self-sufficient.
Mr. Peterson proposed taking the first line of option C and adding it to option D. He liked Local Communities.
Mr. Talley liked the term “General Aviation”.
Mr. Biggs asked if the Board liked Russ McDonald Field being included. They agreed they did like it.
Mr. Stack preferred option D, Local Communities, and self-sufficiency.
Mr. Tew agreed.
Mr. Talley suggested adding self-sufficient to the attributes described in option D.
Mr. Biggs would finalize changes to the Mission Statements, Values and Goals.

Motion: Board Member Henry motioned to accept Travis’ recommendation D with the changes, the vision statement Bravo, and the value statement and goals as they are and to recommend those to the City Council. Board Member Tew **seconded** the motion. **Voting Yes:** Board Members Duggin, Henry, Peterson, Talley, Tew and Tomanelli. **Voting No:** none. **Motion passed 6-0**

d. Monthly Survey Questions (Biggs)
Mr. Biggs informed the Board of Mayor Franco’s monthly surveys and asked for non-biased question submissions. Questions could be emailed to Mr. Biggs
Mr. Talley asked for future Agenda items to be considered to be emailed to Mr. Biggs or himself a few weeks before the next meeting.

Communication Item: Mr. Phillips announced that his son, Tyler, soloed in an airplane this week. Congratulations were expressed.

VII. Adjournment

138 **Motion:** Board Member Peterson motioned to adjourn. Board Member Henry **seconded** the
139 motion. Meeting Adjourned at 7:17 p.m.

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Robin Raines-Bond, Deputy Recorder

SEAL

DRAFT