



## Legislation Details (With Text)

**File #:** 2022-0097  
**Type:** Regular Calendar Item **Status:** Passed  
**File created:** 1/24/2022 **In control:** Transportation and Public Works  
**On agenda:** 3/22/2022 **Final action:** 3/22/2022  
**Title:** Proposed FY22-23 Fee Schedule for Airport Land and Facility Use  
**Sponsors:** Transportation and Public Works  
**Indexes:**  
**Attachments:** 1. Summary Report, 2. Resolution, 3. FY 22-23\_Fees Cover Sheet, 4. Airport Master Fee Schedule of Rates and Charges FY22-23, 5. Commercial Vehicle Airport Fee Surveys

Date	Ver.	Action By	Action	Result
3/22/2022	1	Board of Supervisors	Approved as recommended	Pass

**To:** Board of Supervisors

**Department or Agency Name(s):** Transportation and Public Works

**Staff Name and Phone Number:** Johannes J. Hoevertsz, 707-565-2231

**Vote Requirement:** 4/5th

**Supervisory District(s):** Countywide

**Title:**

Proposed FY22-23 Fee Schedule for Airport Land and Facility Use

**Recommended Action:**

Adopt a Resolution establishing reasonable rates and charges for the use of land and facilities at the Charles M. Schulz - Sonoma County Airport effective July 1, 2022. (4/5<sup>th</sup> Vote Required)

**Executive Summary:**

The Department of Transportation and Public Works, Airport Division (Airport), is recommending increases to rates and charges for use of Airport land, services and facilities, including parking, and penalties. Staff annually evaluates Airport rates and charges for accuracy, overhead costs, and fair market value. The proposed new fees, rate increases, and rate decreases today were reviewed and recommended by the Aviation Commission on January 20, 2022.

**Discussion:**

Airport rates and charges are imposed on general and commercial aviation users of certain Airport services, as well as the rental or lease of Airport-controlled property. The proposed rate increases will partially cover operating costs and/or provide the revenue to meet the increased costs associated with operations, regulatory compliance, and future Airport improvements. The increases will be imposed equally on all users for particular uses.

For fiscal year 2022-23, the Airport is recommending new fees and updates to Vehicle Parking Fees, Ground Lease Annual Rental Rates, Commercial Vehicle Fees, and Badging Fees as follows:

A. Vehicle Parking Fees. The Airport is proposing new fees for vehicle parking rates based on the services the Airport is providing to travelers. These new fees will help to recover the costs of the maintenance and administration of Airport facilities and parking lots, including these new services. These fees include:

- Replacement parking card fee (\$25): This fee recovers the costs for the programmable cards and recovers staff time needed to deactivate the prior card and activate the new card.
- Street parking fees for Flightline and Airport Boulevard (\$2 per ½ hour - (max \$13 per 24-hr. period): This fee is in line with other parking rates already in place at the Airport and provides for the convenience of being able to use an online portal. This makes additional monitored parking available.
- Online parking reservation convenience fee (\$2.99 per transaction): This fee is for the use of the new online parking reservation system. This system ensures that a space will be available when the traveler arrives at the Airport. There are several dedicated spots for reservations only. This fee also recovers the online credit card convenience fees.
- On-street / on-demand convenience fee (\$0.75 per transaction): This fee is for the drive up use of on-street parking and recovers credit card convenience fees.

B. Ground Lease Annual Rental Rates. The Airport is proposing fee updates to the following ground lease rental fees: eastside section of airfield (\$0.53 per sq. ft.), westside section of airfield (\$0.28 per sq. ft.), south/mid-section of airfield (\$0.39 per sq. ft.), and non-aeronautical (\$0.74 per sq. ft.), which are all increases of between 4-6%. Land lease rates have increased in Sonoma County, and these increases are an effort to stay current with market prices and set a reasonable base rate for any new commercial lease agreement negotiated in the next year.

C. Commercial Vehicle Fees. The Airport is proposing fee updates to staging permit fees for commercial vehicles which will apply to taxis, limousines, shuttles, and buses. These fees have not increased in 7 years and will cover a portion of administration costs for application processing. The proposed increases will also maintain proper alignment with other similar sized airport (Attachment 4). The Airport is requesting that the application fee be adjusted to \$30, up from the previous \$25, as well as updates to staging fee permits as follows:

- Vehicle with 8 seats or less from \$1.50 to \$2.00 per trip (an increase of 33%),
- Vehicle with 9-15 seats from \$2.00 to \$2.50 per trip (an increase of 25%), and
- Vehicle with over 15 seats from \$2.50 to \$3.00 per trip (an increase of 20%).

D. Badging Fees. The Airport is recommending a decrease in the Sterile (Restricted) Area Administrative Remedy #22 fee, which is assessed when a badge holder leaves a non-Airport badged individual(s) unattended within the Sterile Area. The proposed decrease is -17% from \$300 to \$250. A badge holder is a person who has been screened in accordance with Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) guidelines permitting them to be in areas of the Airport not normally available to the public or through alternative entry

points. This adjustment brings this fee in line with other like penalties assessed for rule violations.

**Strategic Plan:**

N/A

**Prior Board Actions:**

3/1/22 Public hearing held to consider adoption of a new Alternate Customer Facility Charge for the finance, design, and construction of the multi-user consolidated rental car facility. Adopted Resolutions 22-0070 and 22-0071.

3/23/21 - Adopted the 2019-20 Airport Fee Schedule

5/14/19 - Adopted the 2019-20 Airport Fee Schedule

6/5/18 - Adopted the 2018-19 Airport Fee Schedule

5/9/17 - Adopted the 2017-18 Airport Fee Schedule

6/21/16 - Adopted the Revised 2016-17 Airport Fee Schedule

2/9/16 - Adopted the Revised 2015-16 Airport Fee Schedule

4/21/15 - Adopted the 2015-16 Airport Fee Schedule

4/24/14 - Resolutions No. 14-0174 Adopted the 2014-15 Airport Fee Schedule

4/23/13 - Resolution No. 13-0164 Adopted the 2013-14 Airport Fee Schedule

4/26/12 - Resolution No. 12-0210 Adopted the 2012-13 Airport Fee Schedule

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 21-22 Adopted</b>	<b>FY22-23 Projected</b>	<b>FY 23-24 Projected</b>
Budgeted Expenses		\$3,223	
Additional Appropriation Requested			
<b>Total Expenditures</b>		<b>\$3,223</b>	
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other		\$3,223	
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>		<b>\$3,223</b>	

**Narrative Explanation of Fiscal Impacts:**

The Airport is projecting an additional \$3,223 in revenue based on requested new or increased fees and charges during FY 22-23. All fees will be deposited and available in the Airport Enterprise Fund and used in accordance with FAA guidelines.

**Narrative Explanation of Staffing Impacts (If Required):**

None.

**Attachments:**

1. All Rates Resolution
2. Fee Cover Sheet
3. Airport Master Fee Schedule FY22-23
4. Commercial Vehicle Airport Fee Surveys

**Related Items “On File” with the Clerk of the Board:**

None.