# RESOLUTION NO. 18 -\_\_\_

**A RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS AMENDING FEES FOR SERVICES PROVIDED BY   
THE NAPA COUNTY AIRPORT**

**WHEREAS,** there is a need to amend fees charged by the Napa County to recover the costs of services provided by the Napa County Airport; and

**WHEREAS,** in accordance with Napa County Code section 11.28.090(B), the Director of Aviation has developed a schedule of fees and charges for the use of the airport and its facilities, taking into account the United States Department of Transportation Federal Aviation Administration (FAA) Policies regarding Airport Rates and Charges and the California State Controller’s Office Division of Accounting and Reporting Standards and Procedures for Enterprise Funds; and

**WHEREAS**, FAA Policy 2.1 (Federal Register Vol. 61, No. 121, RIN 2120-AF90, Docket No. 27782) permits fees and charges to be set by ordinance, statute or resolution, regulation, or agreement; and

**WHEREAS,** the proposed fees will be tied to the 2017 Consumer Price Index for Urban Wage Earners and Clerical Workers;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the Napa County, State of California, as follows:

1. The Board hereby establishes, increases of 3.1%, or otherwise modifies those fees as shown by underlining or by strike-out on Exhibit “A,” attached hereto and incorporated by reference herein;
2. The Board hereby directs the Clerk of the Napa County Board of Supervisors, State of California, to integrate the changes approved above into Section III of the Board Policy Manual, “Fees for Services Provided by County Departments and Agencies” in the manner set forth in Exhibit “B,” attached hereto and incorporated by reference herein,
3. The Board finds this resolution is categorically exempt from the California Environmental Quality Act pursuant to Title 14, California Code of Regulations, section 15273(a)(1) and (2).
4. The fees increased hereby shall become effective upon adoption of this Resolution.

/ / /

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board held on the \_\_\_\_\_\_ day of July, 2018, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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BRAD WAGENKNECHT, Chair  
Board of Supervisors

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| APPROVED AS TO FORM  Office of County Counsel  By:  *Thomas S. Capriola*  Deputy County Counsel  Date: May 16, 2018 | APPROVED BY THE NAPA COUNTY  BOARD OF SUPERVISORS  Date:  Processed By:    Deputy Clerk of the Board | ATTEST: JOSE LUIS VALDEZ  Clerk of the Board of Supervisors  By: |

# EXHIBIT “A”

The fees adopted by the Board of Supervisors by this Resolution are those noted below in tracking format. Adoption of new fees or fee increases are noted by underline. Rescinded fees are noted by strike-through. Fees that are neither underlined or struck-through are not fees adopted by this Resolution, but are existing unaltered fees included herein for informational purposes only.

**PART 30** **AIRPORT**

**Sec. 30.010. General**

**Sec. 30.015. Standard Hourly Rates Sec. 30.020. Overnight Parking Fees Sec. 30.030. Fuel Flowage Fees**

**Sec. 30.040. Airport Landing Fees Sec. 30.050. Tiedown Rental Fees Sec. 30.060. Hangar Rental Fees Sec. 30.070. Reserved**

**Sec. 30.080. Lease Execution Deposit Sec. 30.090. Airport Storage Room Fees Sec. 30.100. Miscellaneous Fees**

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| --- | --- |
| **Sec. 30.010. General** | |
| The fees set forth in this Part shall be paid to the Public Works Department, Airport Division. | |
| **Sec. 30.015. Standard Hourly Rates** | |
| Any request for services that is not described in this part shall be charged at the hourly rate set forth below with a 1/2-hour minimum for each separate work event. Time shall be billed to the nearest half hour after the first hour and rounded to the nearest dollar. Excess fees shall be refunded. | |
| Standard Hourly Rate for Airport Administrative Staff (includes Airport $127 Manager, Airport Assistant Manager, Administrative Analyst, & Airport  Admin. Assistant): | |  |
| Standard Hourly Rate for Airport Operations Staff (includes Senior $81 Operations Worker & Operations Worker): | |  |
| **Sec. 30.020. Overnight Parking Fees** | |
| The following overnight parking fees are established: | |
| (b) | 5,001 – 12,500 lbs. $15.00 | .00 |

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.00

(a) 0 – 5,000 lbs. $10.00

(c) Above 12,500 lbs. $15.00 + $1.00 per each additional

1,000 lbs.

# Sec. 30.030. Fuel Flowage Fees

The following resale fees are established:

Fuel Flowage Fees $0.08 per gallon\*

\* All other flowage fees established by Lease agreement.

# Sec. 30.040. Airport Landing Fees

Landing fees for aircraft operations at the Napa County Airport shall be imposed according to the following terms:

1. A Landing fee shall be assessed upon each landing of all air taxi, commercial aircraft operations, and any transient aircraft weighing 12,501 lbs. or more except for charter operations of the designated Napa County fixed base operators. The office of Director of Aviation of the Napa County Airport shall keep an up-to-date list of said designated fixed base operators at all times.
2. For purposes of this section, an “air taxi operation” is defined as: An aircraft operator who conducts operations for hire or compensation in accordance with 14 CFR 135 (for safety purposes) or FAR Part 135 (for economic regulations/reporting purposes) in an aircraft with 30 or fewer passenger seats and a payload capacity of 7,500 pounds or less. An air taxi operates on an on- demand basis.
3. For purposes of this section, a "commercial operation" is defined as: transportation of person(s), property, and/or mail for hire, compensation or profit.
4. The landing fee shall be assessed according to the maximum landing weight of the particular aircraft, as listed in the Federal Aviation Administration, Advisory Circular 36-3H as amended.
5. The following fees, pursuant to weight, shall be imposed per landing:

(1) 0 - 5,000 lbs. $16.00

(2) 5,001 lbs. to 12,500 lbs. $30.00

(3) Above 12,500 lbs. $3.00 per each 1,000 lbs.

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| **Sec. 30.050. Tiedown Rental Fees** | | | |
| The following tiedown monthly rental fees are established: | | | |
|  |  | Tail-to-Tail | Taxi-In |
| (a) | 0 – 5,000 lbs. | $40.00 | $60.00 |
| (b) | 5,001 – 12,500  lbs. |  | $100.00 |
| (c) | Above 12,500 lbs. |  | $225.00 + $15.00 per each additional 1,000 lbs. |
| **Sec. 30.060. Hangar Rental Fees.** | | | |
| Hangars owned by Napa County Airport shall be charged monthly rental rates according to the following terms: | | | |
| **County-Owned Hangars** | | | |
|  | Hangar Numbers |  | Monthly Rental Fee |
|  | 7 - 12 |  | ~~$186.00~~ $192.00 |
|  | 13-24 |  | ~~$224.00~~ $231.00 |
|  | 25-36 |  | ~~$246.00~~ $254.00 |
|  | 37-44 |  | ~~$286.00~~ $295.00 |
|  | 45-54 |  | ~~$380.00~~ $392.00 |
|  | 60 and 62-81 |  | ~~$246.00~~ $254.00 |
|  | 61 |  | ~~$268.00~~ $276.00 |
|  | 82 |  | ~~$332.00~~ $342.00 |
|  | 83 |  | ~~$284.00~~ $293.00 |
|  | 84 |  | ~~$343.00~~ $354.00 |
|  | 85 |  | ~~$357.00~~ $368.00 |
|  | 86-91 |  | ~~$290.00~~ $299.00 |
|  | 92 and 94 |  | ~~$382.00~~ $394.00 |
|  | 93 and 95 |  | ~~$329.00~~ $339.00 |
|  | 96-101 and 103 |  | ~~$290.00~~ $299.00 |
|  | 102 |  | ~~$393.00~~ $405.00 |
|  | 104 |  | ~~$334.00~~ $344.00 |
|  | 105 |  | ~~$296.00~~ $305.00 |
|  | 106 |  | ~~$322.00~~ $332.00 |
|  | 107-113 |  | ~~$250.00~~ $258.00 |
|  | 114 |  | ~~$316.00~~ $326.00 |
|  | 115 |  | ~~$292.00~~ $301.00 |
|  | 116 |  | ~~$401.00~~ $413.00 |

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| 117 | ~~$408.00~~ $421.00 |
| 118-125 | ~~$342.00~~ $353.00 |
| 126 | ~~$401.00~~ $413.00 |
| 127 | ~~$458.00~~ $472.00 |
| **Other County-owned Hangars (Executive)** | |
| Hangar Numbers | Monthly Rental Fee |
| 55 | ~~$1,307.00~~ $1,348.00 |
| C1-C4 | ~~$1,021.00~~ $1,053.00 |
| C5-C8 | ~~$1,237.00~~ $1,275.00 |
| **Shade Hangars** | |
| Hangar Number | Monthly Rental Fee |
| SO01 – SO12 | $ 90.00 |
| SN02 – SN10 | $ 90.00 |
| SN01 & SN11 | $101.00 |
| SP02 – SP10 | $ 90.00 |
| SQ01 – SQ12 | $ 90.00 |
| SP01 – SP11 | $101.00 |
| **Privately-Owned Portable Hangars** | |
| Hangar Number | Monthly Rental Fee |
| 1 | ~~$80.00~~ $82.00 |
| 2 | ~~$74.00~~ $76.00 |
| 3 | ~~$73.00~~ $75.00 |
| 4 | ~~$49.00~~ $51.00 |
| **Sec. 30.070. [Reserved]** | |
| **Sec. 30.080. Lease Deposit** | |
| To offset the actual expense to the County associated with the leasing of Airport property for hangars and other uses, a non-interest bearing “Lease Deposit” shall be imposed. Actual costs expended by the County and/or its employees, based on the actual time and costs associated with the drafting, reviewing, negotiating, executing and/or transferring the lease, shall be charged against the deposit amount. The amount of the initial deposit shall equal the lesser of the estimated cost of service or $5,000. If the deposit amount is not sufficient to provide the service, additional deposits shall be collected. Additional deposit amounts shall equal the lesser of the estimated remaining cost of service or $5,000. | |

Additional deposits shall be collected when no more than ten percent of the most recent deposit amount remains on account. Any unused deposit amount shall be returned to the applicant who paid the deposit. The County shall not perform services if the remaining deposit amount is not sufficient to reimburse the County for the cost of staff time.

# Sec. 30.090 Airport Storage Room Fees

|  |  |  |
| --- | --- | --- |
| (a) | Store Room #3 (208 Sq. Ft.) | ~~$114.00~~ $118.00 |
| (b) | Store Room #4 (208 Sq. Ft.) | ~~$114.00~~ $118.00 |
| (c) | Store Room #5 (527 Sq. Ft.) | ~~$290.00~~ $299.00 |
| (d) | Store Room #6 (538 Sq. Ft.) | ~~$302.00~~ $311.00 |
| (e) | Store Room #7 (140 Sq. Ft.) | ~~$ 77.00~~ $ 79.00 |
| (f) | Store Room #8 (154 Sq. Ft.) | ~~$ 85.00~~ $ 88.00 |
| (g) | Store Room #9 (627 Sq. Ft.) | ~~$344.00~~ $355.00 |
| (h) | Store Room #10 (660 Sq. Ft.) | ~~$363.00~~ $374.00 |
| (i) | Store Room #11 (496 Sq. Ft.) | ~~$273.00~~ $282.00 |
| (j) | Store Room #12 (435 Sq. Ft.) | ~~$239.00~~ $247.00 |

**Sec. 30.100 Miscellaneous Fees**

* 1. Access Control remote openers $25.00 each
  2. Conference Room rental fees
     1. Non-Profits
        1. First two hours No charge
        2. Each additional hour $10.00 per hour
     2. For Profits

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|  | 1. Up to four hours 2. Each additional hour | $100.00  $20.00 per hour |
| (c) | Replacement of County hangar lock | $40.00 each |
| (d) | Replacement of County hangar key | $10.00 each |
| (e) | Waiting List fee | $35.00 |
| (f) | Parking  1. Aviation Use  2. Non-aviation Use | $5.00 per day per vehicle  $75.00 per month per vehicle  $10.00 per day per vehicle $150.00 per month per vehicle |
| (g) | Mowing/Sweeping of non-county property  1. Sweeping | $181.00/hour + employee costs\* |

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|  | 2. Mower 1 | $48.00/hour + employee costs\* |
| \* Refer to Sec. 30.015. Standard Hourly Rates | | |
| (h) Special Events Fees | | |
|  | 1. Administrative Fee | $1,000.00 per event day |
|  | 2. Employee costs | See Sec. 30.015. |

# EXHIBIT “B”

**PART 30 AIRPORT**

**Sec. 30.010. General**

**Sec. 30.015. Standard Hourly Rates Sec. 30.020. Overnight Parking Fees Sec. 30.030. Fuel Flowage Fees**

**Sec. 30.040. Airport Landing Fees Sec. 30.050. Tiedown Rental Fees Sec. 30.060. Hangar Rental Fees Sec. 30.070. Reserved**

**Sec. 30.080. Lease Execution Deposit Sec. 30.090. Airport Storage Room Fees Sec. 30.100. Miscellaneous Fees**

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| **Sec. 30.010. General** | |
| The fees set forth in this Part shall be paid to the Public Works Department, Airport Division. | |
| **Sec. 30.015. Standard Hourly Rates** | |
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| Standard Hourly Rate for Airport Administrative Staff (includes Airport $127 Manager, Airport Assistant Manager, Administrative Analyst, & Airport  Admin. Assistant): | |  |
| Standard Hourly Rate for Airport Operations Staff (includes Senior $81 Operations Worker & Operations Worker): | |  |
| **Sec. 30.020. Overnight Parking Fees** | |
| The following overnight parking fees are established: | |
| (b) | 5,001 – 12,500 lbs. $15.00 | .00 |

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(a) 0 – 5,000 lbs. $10.00

(c) Above 12,500 lbs. $15.00 + $1.00 per each additional

1,000 lbs.

# Sec. 30.030. Fuel Flowage Fees

The following resale fees are established:

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2. For purposes of this section, an “air taxi operation” is defined as: An aircraft operator who conducts operations for hire or compensation in accordance with 14 CFR 135 (for safety purposes) or FAR Part 135 (for economic regulations/reporting purposes) in an aircraft with 30 or fewer passenger seats and a payload capacity of 7,500 pounds or less. An air taxi operates on an on- demand basis.
3. For purposes of this section, a "commercial operation" is defined as: transportation of person(s), property, and/or mail for hire, compensation or profit.
4. The landing fee shall be assessed according to the maximum landing weight of the particular aircraft, as listed in the Federal Aviation Administration, Advisory Circular 36-3H as amended.
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(3) Above 12,500 lbs. $3.00 per each 1,000 lbs.

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| **Sec. 30.050. Tiedown Rental Fees** | | | |
| The following tiedown monthly rental fees are established: | | | |
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| (a) | 0 – 5,000 lbs. | $40.00 | $60.00 |
| (b) | 5,001 – 12,500  lbs. |  | $100.00 |
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| **Sec. 30.060. Hangar Rental Fees.** | | | |
| Hangars owned by Napa County Airport shall be charged monthly rental rates according to the following terms: | | | |
| **County-Owned Hangars** | | | |
|  | Hangar Numbers |  | Monthly Rental Fee |
|  | 7 - 12 |  | $192.00 |
|  | 13-24 |  | $231.00 |
|  | 25-36 |  | $254.00 |
|  | 37-44 |  | $295.00 |
|  | 45-54 |  | $392.00 |
|  | 60 and 62-81 |  | $254.00 |
|  | 61 |  | $276.00 |
|  | 82 |  | $342.00 |
|  | 83 |  | $293.00 |
|  | 84 |  | $354.00 |
|  | 85 |  | $368.00 |
|  | 86-91 |  | $299.00 |
|  | 92 and 94 |  | $394.00 |
|  | 93 and 95 |  | $339.00 |
|  | 96-101 and 103 |  | $299.00 |
|  | 102 |  | $405.00 |
|  | 104 |  | $344.00 |
|  | 105 |  | $305.00 |
|  | 106 |  | $332.00 |
|  | 107-113 |  | $258.00 |
|  | 114 |  | $326.00 |
|  | 115 |  | $301.00 |
|  | 116 |  | $413.00 |

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| 117 | $421.00 |
| 118-125 | $353.00 |
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| 127 | $472.00 |
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| C1-C4 | $1,053.00 |
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| Hangar Number | Monthly Rental Fee |
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| SN01 & SN11 | $101.00 |
| SP02 – SP10 | $ 90.00 |
| SQ01 – SQ12 | $ 90.00 |
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| **Privately-Owned Portable Hangars** | |
| Hangar Number | Monthly Rental Fee |
| 1 | $82.00 |
| 2 | $76.00 |
| 3 | $75.00 |
| 4 | $51.00 |
| **Sec. 30.070. [Reserved]** | |
| **Sec. 30.080. Lease Deposit** | |
| To offset the actual expense to the County associated with the leasing of Airport property for hangars and other uses, a non-interest bearing “Lease Deposit” shall be imposed. Actual costs expended by the County and/or its employees, based on the actual time and costs associated with the drafting, reviewing, negotiating, executing and/or transferring the lease, shall be charged against the deposit amount. The amount of the initial deposit shall equal the lesser of the estimated cost of service or $5,000. If the deposit amount is not sufficient to provide the service, additional deposits shall be collected. Additional deposit amounts shall equal the lesser of the estimated remaining cost of service or $5,000. | |

Additional deposits shall be collected when no more than ten percent of the most recent deposit amount remains on account. Any unused deposit amount shall be returned to the applicant who paid the deposit. The County shall not perform services if the remaining deposit amount is not sufficient to reimburse the County for the cost of staff time.

# Sec. 30.090 Airport Storage Room Fees

|  |  |  |
| --- | --- | --- |
| (a) | Store Room #3 (208 Sq. Ft.) | $118.00 |
| (b) | Store Room #4 (208 Sq. Ft.) | $118.00 |
| (c) | Store Room #5 (527 Sq. Ft.) | $299.00 |
| (d) | Store Room #6 (538 Sq. Ft.) | $311.00 |
| (e) | Store Room #7 (140 Sq. Ft.) | $ 79.00 |
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| (h) | Store Room #10 (660 Sq. Ft.) | $374.00 |
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**Sec. 30.100 Miscellaneous Fees**

* 1. Access Control remote open $25.00 each
  2. Conference Room rental fees
     1. Non-Profits
        1. First two hours No charge
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|  | 1. Up to four hours 2. Each additional hour | $100.00  $20.00 per hour |
| (c) | Replacement of County hangar lock | $40.00 each |
| (d) | Replacement of County hangar key | $10.00 each |
| (e) | Waiting List fee | $35.00 |
| (f) | Parking  1. Aviation Use | $5.00 per day per vehicle  $75.00 per month per vehicle |
|  | 2. Non-aviation Use | $10.00 per day per vehicle  $150.00 per month per vehicle |
| (g) | Mowing/Sweeping of non-county property  1. Sweeping | $181.00/hour + employee costs\* |

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|  | 2. Mower 1 | $48.00/hour + employee costs\* |
| \* Refer to Sec. 30.015. Standard Hourly Rates | | |
| (h) Special Events Fees | | |
|  | 1. Administrative Fee | $1,000.00 per event day |
|  | 2. Employee costs | See Sec. 30.015. |