



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 7/10/2018

Agenda Placement: 6K

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Airport

**REPORT BY:** Greg Baer, Airport Manager - x4665

**SUBJECT:** Adoption of a Resolution Amending Fees at the Napa County Airport

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### **RECOMMENDATION**

Director of Public Works requests adoption of a resolution amending the County of Napa Policy Manual Part III, Fees, Part 30 Airport, effective August 1, 2018 increasing hangar and storage room fees by 3.1% for services provided by the Napa County Airport.

### **EXECUTIVE SUMMARY**

Adoption of the resolution will amend Part III, Fees, Part 30 Airport, of the County of Napa Policy Manual by modifying those fees as shown by strike-out in Exhibit "A" of the resolution. The increase to the hangar rates and storage room fees by the 2017 Annual Consumer Price Index for Urban Wage Earners and Clerical workers for San Francisco-Oakland-San Jose, CA will increase Airport revenues in Fiscal Year 2018-2019 by approximately \$14,772.

The proposed rate increase of 3.1% was presented to the Airport Advisory Commission on June 4, 2018, and after some discussion and questions fielded by staff, the Commission recommended the increase to the Board of Supervisors by way of a unanimous vote.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes

Where is it budgeted?	Airport Enterprise Fund
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The fee amendment will result in additional annual revenue of approximately \$14,772 over fiscal year 2017-18. As maintenance costs continue to rise for hangars, doors, and gates, additional revenue is needed in order to continue with preventative maintenance activities.
Is the general fund affected?	No
Future fiscal impact:	Amending fees will assist the Airport in collecting an additional \$14,772 per year until such time as the fees are amended again.
Consequences if not approved:	If not approved, the Napa County Airport would not be able to raise fees consistent with rising CPI, ultimately resulting in reduced ability to maintain the airport, including airport owned hangars.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is exempt from the California Environmental Quality Act pursuant to Title 14, California Code of Regulations, section 15273 (a)(1) (Rates, Tolls, Fares, and Charges).

### **BACKGROUND AND DISCUSSION**

The Airport Enterprise Fund is financially self sufficient, receiving no financial support from the County's General Fund. Staff is requesting an amendment to Napa County's Policy Manual, Part III: Fees, Part 30 Airport, in order to ensure the continued financial viability of the Airport Enterprise Fund. A summary of the requested amendment of Part III: Fees, Part 30 Airport, of the County of Napa Policy Manual, as outlined in Exhibit "A" of the attached resolution, is as follows:

- I Increases Sec. 30.060 Hangar Rental Fees and Sec. 30.090 Airport Storage Room Fees. The monthly increase of 3.1%, rounded to the nearest whole dollar, based on the 2017 Consumer Price Index for Urban Wage Earners and Clerical Workers, will apply to county owned hangars and storage rooms, along with privately owned portable hangars.

The increase to the hangar rates and storage room fees by the Consumer Price Index will increase Airport revenues in Fiscal Year 2018-2019 by approximately \$14,772. There will be no increase to Shade Hangar fees, Landing Fees or Tiedown Rental Fees. The rates for the subject hangars at the Napa County Airport have traditionally been within range of other comparable airports with only CPI increases being applied for many years. Additional revenue is expected to be needed specific to hangar maintenance due to increased costs associated with new vendor maintenance contracts being paid at prevailing wage rates. The proposed increase was presented to the Airport Advisory Commission on June 4, 2018 and after some discussion and questions fielded by staff, the Commission recommended the increase to the Board of Supervisors by way of a unanimous vote.

The fee in question does not require a public notice and is specifically exempt from the voting requirements of

Article XIIC of the California Constitution because it is a charge imposed for entrance to or use of the County of Napa property or the purchase, rental or lease of County property (facility rental fees, rental fees, equipment rental fees, on and off-street parking, tolls, franchise, park entrance, museum admission, tipping fees, golf fees, et cetera).

**SUPPORTING DOCUMENTS**

A . Airport Fees Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi