



Agenda Date: 8/16/2005
Agenda Placement: 8A
Set Time: 9:00 AM PUBLIC HEARING
Estimated Report Time: 5 Minutes

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Airport
REPORT BY: Kathleen Dubrin, Staff Services Analyst II , 259-8683
SUBJECT: Public Hearing and adoption of a resolution Increasing and Decreasing Fees for Services
Provided by the Napa County Airport

RECOMMENDATION

Director of Public Works/Aviation requests the following actions relating to the adoption of a resolution increasing and decreasing fees for services provided by the Napa County Airport:

1. Open Public Hearing to consider any comments with respect to the fees for services for adoption at the Napa County Airport; and
2. Close Public Hearing and adopt a resolution authorizing increasing and decreasing fees for services.

EXECUTIVE SUMMARY

Adoption of the resolution will amend Section 30.060 and Section 3A, I-B of the Napa County Policy Manual to reflect a 1.2% Consumer Price Index (CPI) increase in hangar rental fees and amend the fee for prospective tenants to be placed on the Napa County Airport Hangar Waiting List.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Airport
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Revenue to the Airport Enterprise Fund is anticipated to increase by \$4,500 during FY 2005-2006.

Is the general fund affected?	No
Future fiscal impact:	An increase to the Airport Enterprise Fund of \$4,500.
Consequences if not approved:	An increase in hangar fees is necessary in order to properly maintain the airport hangars.
Additional Information:	None

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

On April 4, 2000 the Board adopted a resolution adjusting airport hangar rates to make hangars with similar size and amenities more comparable in cost.

The necessity of an increase in airport hangar fees by the Consumer Price Index (CPI) is evaluated each year by the Airport Advisory Commission. At the May 2, 2005 Airport Advisory Commission meeting, an increase based on the CPI was recommended in order to perform needed maintenance of airport hangars.

The Airport Advisory Commission also recommended that staff develop an analysis of Section 3A, I-B of Part I of the Napa County Policy Manual which states that a \$100 deposit is required when the name of a prospective tenant reaches number 10 on the Hangar Waiting List. When the prospective tenant is assigned a hangar, the deposit is applied toward the first months rent. If the individual wishes to be removed from the Hangar Waiting List, the deposit is refunded. Actual project charges were developed including mailing, telephone and staff expense to maintain the Hangar Waiting List. A motion was approved by the Airport Advisory Commission to amend the previous deposit to a one-time \$35 processing fee that will be required from individuals requesting to be placed on the Hangar Waiting List.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Andrew Carey