



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Public Works



Date: October 9, 2013

Board Meeting Date: November 5, 2013

Special Notice / Hearing: None

Vote Required: Majority

To: Honorable Board of Supervisors

From: James C. Porter, Director of Public Works

Subject: Amendment to the San Mateo County Airports Policies and Procedures for Hangars, T-Shades, Tiedowns, and Waiting Lists for Business Tenants

RECOMMENDATION:

Adopt a Resolution authorizing an amendment to the San Mateo County Airports Policies and Procedures for Hangars, T-Shades, Tiedowns and Waiting Lists, dated February 13, 2008, to allow airport businesses with permits or concession agreements to rent hangars at the Airports.

BACKGROUND:

The Board adopted Resolution No. 064600 on July 24, 2001 establishing revised policies for the storage of airworthy and non-airworthy aircraft at the County Airports

The Board adopted Resolution No. 065155 on April 2, 2002 establishing policies and procedures for hangars, tiedowns and waiting lists at the County Airports.

The Board adopted Resolution No. 068089 on June 20, 2006 establishing the schedule of fees for use of facilities at the San Carlos and Half Moon Bay Airports.

The Board Adopted Resolution No. 069263 on February 12, 2008 establishing revised San Mateo County Airports policies and procedures for hangars, T-shades, tiedowns and waiting lists.

DISCUSSION:

The existing policies were established by the Board to ensure the fair and orderly assignment of hangars at the County Airports. However, the policies do not include provisions for the assignment of hangars to businesses. The ability for airport businesses to rent hangars and offer additional aeronautical services to the airport's tenants and customers is vital for the long term success of the Airports.

To be eligible, the business must have a current permit or concession agreement at the time of application and assignment of the hangar. The business must be in good standing, current on all rent and permit/concession payments, and in compliance with all Airport regulations and policies. After completing an application and paying the non-refundable fee, the business will be added to the County's existing standard or executive hangar waiting lists.

The proposed revised policy has been discussed with the Business Association of San Carlos Airport and each individual business operating at the Airports, and has received great support. Our airport businesses are anxious for this opportunity to expand and offer additional services that can only be added when hangar space is made available to them at the Airports.

In addition to authorizing the proposed Amendment to the existing Airports policies and procedures, the recommended Resolution would also authorize the Director of Public Works to implement the amended policies and procedures effective November 15, 2013. The amended policies and procedures would remain in full force and effect until changed or modified by an action of the Board.

County Counsel has reviewed and approved the Resolution and Amended San Mateo County Airports Policies and Procedures for Hangars, T-Shades, Tiedowns and Waiting Lists for Business Tenants as to form.

Approval of this Agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community by providing additional services at the Airports that benefit both the Airports' businesses and the flying public.

FISCAL IMPACT:

There is no impact to the General Fund.