



County of San Mateo

Inter-Departmental Correspondence

Department: PUBLIC WORKS

File #: 21-585

Board Meeting Date: 7/13/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ann M. Stillman, Interim Director of Public Works

Subject: Fee Schedule for the San Carlos and Half Moon Bay Airports

RECOMMENDATION:

Adopt a resolution authorizing:

- A) The adoption of the Airport Master Fee Schedule for the use of facilities at the San Carlos and Half Moon Bay Airports (Airports), effective August 1, 2021; and
- B) A three percent (3%) increase on the following categories of fees; aircraft hangar, T-shades, tiedown, and storage fees, effective August 1, 2021; and
- C) An increase to the "Landing Fee" for charter operations from \$75 per landing to \$100 per landing, effective August 1, 2021; and
- D) An increase to the "Daily Use Fee" from \$50 to \$75 to provide limited aeronautical services not currently offered by based businesses at the Airports, effective August 1, 2021; and
- E) A single "Commercial Operating Permit Fee" of \$500 per month for each aeronautical service provided in accordance with the County Airports Minimum Standards, effective August 1, 2021; and
- F) A "Rental Car Key Fee" of \$20 per rental car for rental car vendors operating without a permit/agreement with the County, effective August 1, 2021.

BACKGROUND:

This Board has previously adopted resolutions establishing a schedule of fees for the use of facilities at the San Carlos and Half Moon Bay Airports (Airports), referred to as the Airport Master Fee Schedule, which has included automatic rate adjustments for aircraft fees. The current fee structure expired on June 30, 2020.

DISCUSSION:

The Airports Enterprise Fund is financed primarily through tenant, transient user, and Airports-based business fees collected for the use of the San Carlos and Half Moon Bay Airport facilities. These rates are set at fair market value as a condition of accepting Federal Aviation Administration (FAA) grant monies and are consistent with comparable general aviation airports.

The Department of Public Works (Department) recommends adopting the proposed Airport Fee Schedule to allow the Airports to remain sustainable and meet operational cost increases.

The Department also recommends a three percent (3%) Consumer Price Index (CPI) increase on the following categories of fees; aircraft hangar, T-shades, tiedown, and storage, effective July 1, 2022. The proposed increase is consistent with average CPI increases over the last several years and with annual rate adjustments for Airport facility lease agreements. This fee increase will allow the Airport to continue to meet its financial obligations.

The Department has notified the San Carlos and Half Moon Bay Airports' Pilots Associations of the proposed fee changes and the date when this Board will be considering this recommendation.

County Counsel has reviewed and approved the resolution as to form.

FISCAL IMPACT:

The increase in revenue to the Airport Enterprise Fund from the rate adjustments is estimated at \$200,000 for FY 2021-22. There is no impact to the General Fund.

Attachment: A - Airport Master Fee Schedule