



SUMMARY REPORT

Agenda Date: 3/26/2024

To: Board of Supervisors

Department or Agency Name(s): Sonoma County Public Infrastructure

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550

Vote Requirement: 4/5th

Supervisorial District(s): Countywide

Title:

Consolidated Fee Hearing - Public Infrastructure FY24-25 Fees for Airport Land and Facility Use

Recommended Action:

Adopt a Resolution establishing rates and charges for the use of land and facilities at the Charles M. Schulz - Sonoma County Airport effective July 1, 2024.

Executive Summary:

The Airport imposes charges for use of Airport land and facilities, including covered and non-covered aircraft storage, terminal building use, aircraft landing, vehicle parking, fuel flowage, autocross track, security badges, special events, applications to conduct business on the Airport, and penalties. Staff annually evaluates Airport rates and charges for accuracy, overhead costs, and fair market value. The proposed new charges and rate increases recommended today were all reviewed and approved by the Aviation Commission on February 15, 2024. Proposed adjustments are estimated to increase FY 24/25 fees and charges revenues by \$6,646.

Discussion:

The Airport rates and charges set the price structure for general and commercial aviation users of certain Airport services, as well as the rental or use of Airport-controlled property and amenities. The rates and charges schedule both sets fees for services at the Airport and serves as the pricing metric for certain agreements pursuant to which users may contract with the Airport for the use of real property or other amenities. The proposed rate increases for the upcoming fiscal year will provide revenue to meet the increased costs associated with operations, regulatory compliance, and future Airport improvements. The increases will be imposed equally on all users for particular uses.

This fiscal year, the Airport is recommending updates to certain Aircraft Storage and Storerooms, certain Landing Fees, Terminal Digital Advertising, Ground Lease Rates, Commercial Vehicle Operator Fees, Staff Labor Fees, Non-Refundable Application Fees, and Badging Fees, and Badging Remedies Fees as follows:

A. **Aircraft Storage and Storerooms:** The Airport is proposing a rate increase of 14% for a certain hangar due to an addition to the hangar that occurred since the last fee change. All other Aircraft Storage and Storerooms Fees remain unchanged.

B. **Landing Fees:** The Airport is proposing a 13% increase in landing fees for State of California Fire (CalFire) Suppression Flights Large Tankers - over 100,000 lbs. This proposed fee increase will help

recover maintenance costs incurred due to the effect of Large Tankers on Airport pavement including runways, taxiways, and parking areas. Existing Airport landing fees for CalFire tankers are lower than many other California Airports and when the Airport last adjusted the base landing fee rate, this rate was left unchanged. As a result, the fee charged is now lower than the base rate and needs to be increased.

- C. Vehicle Parking Rates:** The Airport is proposing a change in the free parking terms from two hours free parking in All Parking Lots to 30 minutes of free parking in the Short Term Lot. A validation system will be implemented to allow patrons of pre-security concessions to park for free for two hours. The proposed change is based on recommendations from an audit of parking operations by the Auditor-Controller, Treasurer, Tax Collector (ACTTC). ACTTC determined that the two-hour free parking in all lots was a gifting of public funds and recommended changes to the policy. The Airport will go to validation for the pre-security concessions as the solution to their recommendations.
- D. Ground Lease Rates:** The Airport proposes an increase in Ground Lease Rates on New Leases Only of between 1.9% and 2.7% depending on location. Current Land lease rates range between 40 cents and 75 cents per square foot. The proposed rates would increase the per square foot cost on new leases to between 41 cents and 77 cents and align new lease rates with current market conditions. If approved, these rates will be used as a base rate for new commercial lease agreements negotiated in FY 2024-25. Existing leases are not subject to this change as their rates are determined by existing contracts.
- E. Commercial Vehicle Fees:** The Airport is proposing a 150% increase to the Commercial Vehicle Operator Application Fee (from \$30 to \$75). To ensure the safety of airport passengers using ground transportation services, the operator's insurance, applicable permits, and other application materials require thorough review. The proposed increase will cover costs associated with Airport staff reviewing these documents and other requirements established for the Airport by Risk Management. The increase was based on the average of 1.5 hours it takes to process each application package.
- F. Non-Refundable Application Fees:** The Airport is proposing an increase to certain Non-Refundable Application Fees to cover administrative costs. All proposed increases are below 3%.
- G. Badging Agreement Violation Charges:** Security violations present significant safety and security concerns, and can cause the Transportation Security Administration (TSA) to impose penalties upon the Airport for violations. TSA issued a directive urging the Airport to intensify actions aimed at mitigating security issues within secured-area badge holders at the Airport. Pursuant to TSA directive, the Airport is proposing an increase in certain penalties charged via the badge-holders agreement between the airport and authorized badge holders of 33% and 100%. All badge holders enter into agreements with the Airport regarding their conduct. TSA Enforcement Sanction Guidance Policy dated November 14, 2022 and numerous sub-sections of Section 49 of the Code of Federal Regulations including 49 CFR Part 1542 give TSA the authority to fine Airports and others amounts well in excess of what the Airport is proposing for similar violations for failing to comply with their guidelines.

Proposed Fee Decreases:

A. Terminal Digital Advertising Rates. The Airport is proposing a 7% decrease in the Terminal Digital Advertising Rate for a Baggage Claim Full Takeover from \$1,500 to \$1,400, and a 10% decrease in the Full Airport Digital Takeover Rate from \$2,500 to \$2,250. The Airport engaged FUSE Connect, LLC for xxxx (brief explanation of services) and the consultant recommended rate increases in response to demand generation.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

Airport Fee Schedule adoption action dates: 3/21/23, 3/22/22, 3/23/21, 5/14/19, 6/5/18, 5/9/17, 6/21/16, 2/9/16, 4/21/15, 4/24/14, 4/23/13, 4/26/12.

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses		\$6,646	\$6,646
Additional Appropriation Requested			
Total Expenditures		\$6,646	\$6,646
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other		\$6,646	\$6,646
Use of Fund Balance			
General Fund Contingencies			
Total Sources		\$6,646	\$6,646

Narrative Explanation of Fiscal Impacts:

The Airport is projecting an additional \$6,646 in revenue based on requested new or increased fees and charges during FY24-25.

Narrative Explanation of Staffing Impacts (If Required):

Agenda Date: 3/26/2024

None.

Attachments:

Airport Master Fee Schedule FY24-24

All Rates Resolution

Fee Details

Fee Cover Sheet

Related Items “On File” with the Clerk of the Board:

None.



County of Sonoma

State of California

March 26, 2024

Item Number: _____

Resolution Number: _____

4/5 Vote Required

**Resolution Of The Board Of Supervisors Of The County Of Sonoma, State Of California,
Adopting Increases in Certain Rates And Charges For The Use Of Land And Facilities At The
Charles M. Schulz – Sonoma County Airport Effective July 1, 2024**

Whereas, Section 3-16 of the Sonoma County Code provides that rates and charges for use of land and facilities of the Charles M Schulz – Sonoma County Airport shall be those established from time to time by resolution of this Board of Supervisors; and

Whereas, by this Resolution, and on this date, this Board established rates and charges for the land and facilities at the Charles M. Schulz – Sonoma County Airport; and

Whereas, on February 15, 2024, the Aviation Commission held a public meeting during which the proposed new rates and charges schedule for certain Airport fees were discussed and public input was considered; and the Aviation Commission recommended the Board of Supervisors to approve as submitted.

Now, Therefore, Be It Resolved that the Board finds the California Environmental Quality Act does not apply to the establishment of fees pursuant to this resolution as such fees are for the purpose of meeting operating expenses. (14 CCR § 15273; PRC § 21080)

Be It Further Resolved that to recover the reasonable cost of providing use of Airport land and facilities, it is necessary to increase certain fees as set forth in the “Master Fee Schedule of Airport Rates and Charges Fiscal Year 2024-25.”

Be It Further Resolved that based on information presented to this Board, this Board finds that the proposed fees comply with all legal requirements, including but not limited to Article XIII C of the California Constitution.

Be It Further Resolved that effective July 1, 2024, the rates and charges at the Charles M. Schulz – Sonoma County Airport shall be levied in the following amounts set forth in the “Master Fee Schedule of Airport Rates and Charges Fiscal Year 2024-25,” which is hereby approved and adopted.

Be It Further Resolved that if any section, subsection, sentence, clause or phrase of this resolution or the rates and charges established thereby are for any reason held to be unconstitutional or otherwise invalid, such a decision shall not affect the validity of the remaining portion of this resolution.

Be It Further Resolved that the rates, charges, and authorizations herein established are to remain in full effect until further order of the Board of Supervisors.

Supervisors:

Gorin: Coursey: Gore: Hopkins: Rabbitt:

Ayes: Noes: Absent: Abstain:

So Ordered.



Charles M. Schulz – Sonoma County Airport Master Fee Schedule of Airport Rates and Charges Fiscal Year FY 24-25

*Pending Approval of the County of Sonoma Board of
Supervisors*

Charles M. Schulz – Sonoma County Airport

Jon G. Stout, AAE, CAE, Airport Manager

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Santa Rosa, CA 95403

Phone: (707) 565-7243

www.sonomacountyairport.org

Sonoma County Airport
Master Fee Schedule FY 24-25

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Executive Hangars	2282 - 2294 Becker Blvd.	\$2,710
Executive Hangars	E EXEHGR22 - E EXEHGR26	\$2,100
Executive Hangars	E EXEHGR200	\$2,026
Executive Hangars	E EXEHGR201 - E EXEHGR204	\$1,700
Executive Hangars	E EXEHGR217 - E EXHGR221	\$1,700
Executive Hangar	2265 Becker Blvd.	\$2,525

Category	Hangar Number	Monthly Rate
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Apron F

Private T-Hangars	F PVTHGR201 – F PVTHGR206	\$114
Private T-Hangars	F PVTHGR207	\$167
Private T-Hangars	F PVTHGR208 – F PVTHGR214	\$114
F	F HGRF217 - 226 & 233 - 242	\$201
Private Port-a-Ports	F PVTHGR227 - 231 & 243 - 246	\$77
Private Port-a-Port	F PVTHGR247	\$77
Private T-Hangar	F PVTHGR248	\$98
Private T-Hangars	F PVTHGR249 – 255	\$114
Private Port-a-Ports	F PVTHGR258 - 260	\$77
Private T-Hangars	F PVTHGR751 - 769 (odd)	\$122
Private Box Hangars	F PVTHGR750 - 782 (even)	\$215
Private Box Hangar	F PVTHGR771	\$302
Private T-Hangars	F PVTHGR775 & F PVTHGR777	\$122
Private T-Hangar	F PVTHGR779	\$139
Private Box Hangar	F HRDSTN1059	\$483
Private Box Hangar	F HRDSTN1081	\$321

Taxiway D

Private Box Hangar	5550 Windsor	\$321
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Taxiway G

Private Box Hangar	5640 Windsor	\$321
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<u>Category</u>	<u>Hangar Number</u>	<u>Monthly Rate</u>
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Storeroom Category

Small Non-Aero	D STRA01 & D STRA02	\$105
Large Non-Aero	D STRB03 - D STRB06	\$190
Mini Hangar Non-Aero	E MINHGR115 & E MINHGR122	\$238
Mini Hangar Non-Aero	E MINHGR132 & E MINHGR139	\$238
Mini Hangar Non-Aero	E MINHGR147 & E MINHGR152	\$238

COMMERCIAL USE HANGARS

Commercial operations in hangars are subject to prior approval by the Airport and compliance with the Airport Minimum Standards for that type of commercial activity and lease provisions. Subletting of privately-owned hangars is not allowed unless previously grandfathered by the Airport and language is included in the original agreement. The sale or transfer of a privately-owned hangar will not be allowed to sublet.

AIRPORT LOCKS

Airport tenants using aircraft storage units with a lockable door system or Airport storerooms are **required** to use Airport issued lock and key sets. The cost for these lock and key sets is non-refundable and the tenant owns the lock and key set.

Lock and Key	\$65 per set
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II. NON-COVERED AIRCRAFT STORAGE BY WINGSPAN – GENERAL AVIATION

Tie down Tail to Tail

Less than 42'	\$55 per month	\$10 per day
Less than 42' (unpaved)	\$31 per month	\$10 per day
Helicopter, over 35' blade width	\$182 per month	\$33 per day

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Tie down Taxi Through

Less than 60'	\$149 per month	\$27 per day
Over 60' but less than 90'	\$182 per month	\$33 per day
90' and over	\$226 per month	\$41 per day

A \$3 service fee will be assessed for transient tags if not paid at the Airport and County staff mail collection requests to operator.

III. LANDING FEES

Landing fees for revenue producing commercial flights:

Maximum Gross Weight (lbs.)	Amount per Landing*
All Weights	\$1.52/1,000 lbs.

Landing fees for non-Commercial flights (excluding aircraft based at the Charles M. Schulz – Sonoma County Airport):

Maximum Gross Weight (lbs.)	Amount per Landing*
Over 12,500lbs	\$1.52/1,000 lbs.

*Landing fees are captured at departure. Non-based aircraft billing will be processed by third party vendor for the Airport, with the exception of airline and government agency aircraft.

Landing fees for State of California Fire Suppression Flights:

Aircraft Type	Amount per Landing
Support Aircraft – under 12,500 lbs. (Example: OV – 10, C337, King Air)	\$25
Small Tanker – 12,500 – 35,000 lbs. (Example: S2A, S2T)	\$50
Medium Tanker – 35,000 – 100,000 lbs. (Example: DC-4, P2V, BAE 146, RJ85, DC-7)	\$130

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Master Fee Schedule FY 24-25

Large Tanker – over 100,000 lbs. (Example: C130, MD87)	\$225
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IV. HOT AIR BALLOON LAND/LAUNCH/ESCORT

Annual Hot Air Balloon Permit:

All Hot Air Balloon operators must have a valid executed permit to operate at STS.

Commercial Hot Air Balloon Operating Fee	\$550 per calendar year
Non-Commercial Hot Air Balloon Operating Fee	\$106 per calendar year

Individual Hot Air Balloon Escort / Recovery:

Recovery escort is charged per hour with a one-hour minimum charge plus any other necessary documentable expense associated with a response.

Recovery Escort	\$67 per hour
Recovery Escort Overtime	\$85 per hour

V. VEHICLE PARKING FEES

Airside Parking & Vehicle Storage:

Authorized Parking with Agreement	\$77 per month
Authorized Parking with Agreement Vehicles over 15' long	\$113 per month

Landside Parking: The first 30 minutes of your visit in the Short Term Parking are free.*

Long Term Lot	\$15 per day (24-hr. period)
Long Term / Short Term Parking Reservation Fee	\$4 per day (24-hr. period) plus online convenience fee, in addition to long term fee.
Short Term Lot	\$2 per ½ hr. (max \$20 per 24-hr. period)
Discount pass for daily commuters* (Long-term lot)	\$145 per month
*Minimum of 3-month commitment is required to qualify for commuter.	
Commercial Tenant	\$85 per month

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Employee Parking Pass	\$12 per month
Commuter Pass Setup Proxy Card Fee	\$25
Parking Penalties	PAA Schedule
Replacement Parking Card Fee	\$25
On Street Parking for Flightline and Airport Blvd	\$2 per ½ hr. (max \$15 per 24-hr. period)
Online Reservation Convenience Fee	\$2.99 per transaction
On Street / On Demand Convenience Fee	\$0.75 per transaction
Valet Service	\$25
* A parking validation system to manage up to two hours free parking for patrons of the pre-security concessions will be implemented.	
**Our parking management company SP+ is assisting the Airport with our carbon offset program by hosting carbon offsets for passengers at a rate of \$5 per carbon offset credit which will be reimbursed to the Airport's partner The Good Traveler Program.	

VI. TERMINAL GENERAL RATES

Type of Service

Terminal rental (rate per square foot per month)	\$3.93 (variable per activity)
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Concession operators including retail, food, beverage and service providers occupying space in the terminal building or appurtenant areas at the Airport (exclusively for their own business purposes) shall pay a percentage of gross revenues from the sale of all merchandise, products and services or a monthly per square foot of such space, or both.

VII. TERMINAL DIGITAL ADVERTISING RATES

Locations

Concourse Network (Full coverage of TSA area through Concourse A and B)	\$850 per month
Lobby Corridor Network (Full coverage of all departing and arriving passengers via the main entry and exit corridors, including the lobby/restaurant area)	\$750 per month

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Baggage Claim Carousel Network (Full takeover of Carousels 1 & 2, capture all arriving passengers waiting on luggage)	\$1000 per month
Baggage Claim Wall Network (360 degree baggage claim coverage, capture individuals in the arrival area)	\$850 per month
Baggage Claim Takeover (Full coverage over both carousels and wall network, capture all passengers/guests in arrival area)	\$1400 per month
“SoCo” Kiosk in Baggage Claim (Interactive digital touch screen kiosk provides tourism info for the North Bay region)	\$150 per month
Full Airport Digital Coverage (Ads displayed on all digital channels throughout terminal)	\$2250 per month

The Airport Manager has the authority to negotiate and approve other forms of advertising, such as window/floor decals and free-standing displays. The rate will be determined according to the type, duration, location and placement of the advertisement.

VIII. CONSOLIDATED FACILITY CHARGE

The Airport is actively pursuing a Consolidated Rental Car Facility to combine all outside rental car activities into one Airport location. To finance the design and construction of this site, California law allows rental car operators to collect a Customer Facility Charge (CFC) from the rentals originating at the Airport. The current fee is assessed at \$5.80 per day, for a maximum five days, per rental contract.

IX. AIRLINE TERMINAL RATES AND AIRLINE CHARGES

In addition to signing a license agreement or lease, each airline will pay as a minimum the following rates (these rates include utilities except phone service):

Type of Service

Terminal Space Rental (per square foot per month)	
Daily Service	\$3.03
Non-daily Service	\$3.93
Ticket Counter and Queue Rental (per enplaned revenue passenger)	
Daily Service	\$.29

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Non-daily Service	\$.38
Joint Use Space (per enplaned revenue passenger)	
Daily Service	\$1.84
Non-daily Service	\$2.40
Ramp Storage (per square foot per month)	\$1.12

“Per Turn” Charge

Airlines with irregular schedules prefer a set “per turn” charge when they use an airport. A set charge enables them to budget expenses regardless of how many passengers are on a given flight.

The charge is calculated as 90% of the seating capacity of the aircraft multiplied by the non-daily joint space charge plus calculated landing fees plus calculation of 90% of the seating capacity of the aircraft multiplied by non-daily unassigned ticket counter and queue area rate rounded to the nearest \$5. *An example: A Boeing 737 has 157 seats and weights 146,300lbs (0.90*157*\$2.08) + (146.3*\$1.32) + (.90*157*\$0.38) = \$535 rounded up.*

Airline Remain Over Night (RON) Fee:

RON Wingspan

Less than 90’	\$270 per month	\$54 per day
90’ and over	\$420 per month	\$84 per day
Air Stair Rental – Small	\$300 per month	\$48 per day
Air Stair Rental – Large	\$600 per month	\$90 per day

X. GROUND LEASE ANNUAL RENTAL RATES (per square foot)

Eastside Section of Airfield	\$0.55
Westside Section of Airfield	\$0.29
South/Mid-Section of Airfield	\$0.41
Non-Aeronautical	\$0.77

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XI. COMMERCIAL VEHICLE OPERATORS

All Passenger Stage Corporations (PSC), Transportation Network Companies (TNC), Transportation Charter Parties (TCP), Hotel Shuttles, Courtesy Vehicles and Taxicabs operating at the Airport are required to comply with the Commercial Vehicle Ordinance (Chapter 3, Article IV of the Sonoma County Code). Vehicles are classified into three categories:

- Category 1 (1–8 seats or less)
- Category 2 (9–15 seats)
- Category 3 (>15 seats)

	Category 1	Category 2	Category 3
Non-Refundable			
Operator Application Fee	\$75	\$75	\$75
Airport Staging Permit Fee	\$2.00 per trip	\$2.50 per trip	\$3.00 per trip

XII. AUTOCROSS TRACK USE FEE

Single Event Use	\$600 per event
Yearly Use	\$7,000 per year

The appropriate charge must be paid in advance of the event plus payment for any anticipated Airport expenses. After completion of the event, actual Airport expenses will be calculated. If the actual expenses are less than the anticipated expenses by \$100 or more, a refund will be issued to the Special Event organizer. Additional unexpected actual expenses will be billed and due/payable by the event organizer within 30 days of billing.

XIII. ANTICIPATED ACTUAL AIRPORT EMPLOYEE EXPENSES

Anticipated actual airport employee expenses	\$67 per hour
Anticipated actual airport employee overtime expenses	\$85 per hour

Anticipated Actual Airport Employee Expenses will be estimates based on discussions between Airport management and event organizers in advance of the event. The event organizer shall approve unanticipated additional expenses when possible. Any actual unforeseen and unavoidable actual expenses above the initial estimate incurred by the Airport shall be due and payable by event organizer within 30 days of billing and may

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result in denial of future event permits if not paid in a timely manner. It is not anticipated that unforeseen costs above the original estimate will develop very often. Also, event organizers should not expect any level of effort by the Airport above that indicated in the estimate.

XIV. FUEL FLOWAGE FEES

Fourteen cents (\$0.14) for each gallon of turbine fuel, aviation fuel or auto fuel dispensed on the Airport.

XV. LATE FEE & BANK FEES

Monthly rates and monthly charges shall be due and payable on the first day of each month for that month. A late fee shall be levied in the amount of ten percent (10%) of the amount due for any amount not received in the office of the Sonoma County airport, 2290 Airport Boulevard, Santa Rosa, CA 95403 by the fifth (5th) day of the month due. The late fee shall be levied each month the payment is not received.

Any bank fees related to NSF, returned checks etc. shall be submitted to tenant for reimbursement. For example, bank charges of \$35 for NSF is charged back to payor.

The Airport is in the process of establishing a credit card processing system and to cover costs of processing the Airport will charge a 2.5% processing fee.

XVI. NON-REFUNDABLE APPLICATION FEES

The following fees are to cover a portion of the administrative costs to process certain types of agreements and to ensure the applicants have the means and desire to enter into the agreement. Application fees shall also apply to proposed assignments of such agreements where the County is being asked to consent to the assignment and to any amendments of such agreements.

Application Type	Operator Type	Rent
Aircraft Storage Waiting List	General Aviation	One Month's Rent
Assignment of Private Hangar with 30-day notice prior to sale	General Aviation	\$105

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Assignment of Private Hangar less than 30-day notice prior to sale	General Aviation	\$529
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Operating Agreement Aero	Non-based services	\$334
Operating Agreement Non-Aero	Non-based services	\$435

Operating Agreement Aero	Based – limited services	\$445
Operating Agreement Non-Aero	Based – limited services	\$580
Operating Agreement Aero	Based – full services	\$560
Operating Agreement Non-Aero	Based – full services	\$730

Lease Aero (month-to-month)	All	\$835
Lease Non-Aero (month-to-month)	All	\$1095
Terminal Concession (month-to-month)	All	\$835
Lease (less than ten-years in term)	All	\$3790
Lease (more than ten-years in term)	All	\$7860
Amendments to lease (term)	All	\$2240

No lease application fee is charged to government entities, airlines or for leases at the Airport Industrial Building. Application fees for 501(c) non-profit entities will be charged one-half (½) of the applicable fees listed above.

In addition, for any agreement that is subject to CEQA and NEPA, the applicant shall reimburse the Airport all costs for processing the environmental documents.

Aircraft storage waiting list application fee is applied to first month's rent upon execution of storage unit lease.

XVII. OTHER COMMERCIAL OPERATOR FEES

Category	Percentage	Base
General		
Merchandise, STS-branded, if Purchased from Airport	0%	Gross Sales

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Non-Aeronautical Operators		
• <i>Terminal</i>		
Commercial Activity	Variable	Gross Sales
Food & Beverages, Kiosk or Restaurant	10%	Gross Sales
Food & Beverages Vending Machines (Non-Perishable)	20%	Gross Sales
Food & Beverages Vending Machines (Perishable)	10%	Gross Sales
Merchandise, other than STS-branded, Kiosk or Restaurant	5%	Gross Sales
Merchandise, other than STS-branded, Vending Machine	20%	Gross Sales
• <i>Other Airport Locations (Non-Terminal)</i>		
Commercial Activity	Variable	Gross Sales
Food & Beverages	5%	Gross Sales
Merchandise, other than STS-branded	5%	Gross Sales
Rental Car Operators, Car Wash Expenses	N/A	Estimated Expenses
Sanitation Services	3%	Gross Sales
Aeronautical Operators		
Commercial Activity	3%	Gross Sales
Commercial Activity – Non-Profit Operator	1.5%	Gross Sales
Food & Beverages/Catering to Aeronautical Customers	3%	Gross Sales
Part 145 Commercial Activity	1.5%	Gross Sales

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XVIII. SPECIAL EVENT CHARGES

Administrative Fee for Permit Processing and Use of Facilities and Grounds:

Event	Unit	Fee
Minimum Level - under 10 participants		
Private Event	Daily	\$0
Public Event	Daily	\$29
Medium Level – 10 to 300 participants		
Private Event/Public Event	Daily	\$115
Maximum Level – over 300 participants		
Private Event/Public Event	Daily	\$1495
Filming	Daily	\$1495

In addition to the fees listed above, a percentage rent of three percent (3%) of all gross revenues may also apply if the event has a gate/entrance fee and/or economic benefit to the organizers.

Charitable organizations that acquire 501(c) status will be charged one-half (½) of the charges and percentage rent listed above.

Anticipated actual airport employee expenses	\$67 per hour
<i>Includes vehicle and one employee regardless of classification of employee involved</i>	
Anticipated actual airport employee overtime expenses	\$85 per hour
<i>Includes vehicle and one employee regardless of classification of employee involved</i>	

Anticipated Actual Airport Employee Expenses will be estimates based on discussions between Airport Management and event organizers in advance of the event. The event organizer shall approve unanticipated additional expenses when possible. Any actual

Sonoma County Airport
Master Fee Schedule FY 24-25

unforeseen and unavoidable actual expenses above the initial estimate incurred by the Airport shall be due and payable by event organizer within 30 days of billing and may result in denial of future event permits if not paid in a timely manner. It is not anticipated that unforeseen costs above the original estimate will develop very often. Also, event organizers should not expect any level of effort by the Airport above that indicated in the estimate.

The appropriate event charge will be paid in advance of the event plus payment for any anticipated Airport expenses. After completion of the event, actual Airport expenses will be calculated. If the actual expenses are less than the anticipated expenses by \$100 or more, a refund will be issued to the Special Event organizer. Additional unexpected actual expenses will be billed and due/payable by the event organizer within 30 days of billing.

XIX. ADMINISTRATIVE CITATIONS

Chapter 3 Article I of the Sonoma County Code established Administrative Citations for violations of Airport Rules and Regulations. Fines for violations are set by Government Codes 53069.4m 25132 and 36900. Violations of County Ordinance are set at \$100 for the first offense, \$200 for a second offense of the same ordinance within a year of the first offense and \$500 for each additional violation within a year. Should the violation involve be related to Building and Safety Code, the fines are set at \$100 for the first offense, \$500 for the second offense of the same code within a year of the first offense and \$1000 for any additional offense within a year.

XX. SECURITY IDENTIFICATION DISPLAY AREA (SIDA) BADGES

Initial Badge Fee

SIDA Badge with Background/Fingerprint Check (STA & CHRC)	\$115
SIDA Badge without Background Check (CHRC only)	\$95
SIDA Badge without Fingerprint Check (STA only)	\$65
SIDA Badge without Background/Fingerprint Check	\$45

Should applicant fail to complete training and pick up SIDA badge within 30 days of the approval date, applicant must restart approval process – including payment of associated fee.

Badge Renewal Fee

SIDA Badge without Background and Fingerprint Check	\$45
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SIDA Badge Replacement (due to expiration)/Fingerprint Resubmission	\$70
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Should badge holder fail to renew on time, applicant will be required to restart approval process and pay all associated fees.

Badge Replacement Fee

SIDA Badge Replacement (due to card failure after warranty period)	\$25
SIDA Badge Replacement (due to card loss) plus penalty	\$25

The badges will be replaced free of charge if it fails within the 45-day warranty period.

Missed Appointment Fee

Missed Appointment without notification	\$20
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The Airport Manager or his or her designee, is authorized to modify the security badge fees during the fiscal year if needed to reflect changes in background check fees from the government and changes in supply costs related to printing.

In addition, the Airport Manager, or his or her designee, is authorized to change or charge fees as necessary to recoup fees resulting from changes in FAA or TSA regulations requiring payment from the Airport.

XXI. SIDA BADGE ADMINISTRATIVE REMEDIES

The following administrative remedies will be enforced by the Airport if it is found that a SIDA badge holder has violated TSA regulations and/or Airport regulations. The Airport Manager is authorized to change or charge administrative remedies as necessary resulting from changes in FAA or TSA regulations or requirements.

Violation

1. Badge is not returned within 72 hours due to card expiration, individual's separation from employment, upon demand from the Sonoma County Airport or TSA, upon conviction of a disqualifying crime set forth by TSA, or for any other reason.	
1st Offense: \$200	2nd Offense: N/A

2. Badge holder is found without their badge while within the SIDA.	
1st Offense: \$100	2nd Offense: \$200

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3. Badge holder is found without their badge while within the AOA.

1st Offense: \$50

2nd Offense: \$100

4. Badge holder alters their SIDA badge in any manner by covering up the picture, expiration date, name, or company name.

1st Offense: \$100 & Badge Revoke

2nd Offense: N/A

5. Authorized Signer does not ensure that applicant has kept Permanent Resident Card (green card), visa, or any other immigration form (found on the I-9 Form) current.

1st Offense: \$100

2nd Offense: Badge Revoke

6. Individual, who was not able to retain their SIDA badge due to their immigration status, is found within the fenced area of the Airport, including if they were being properly escorted by an Airport badged individual.

1st Offense: \$250

2nd Offense: \$500

7. Airport badge holder escorts non-Airport badged individual within the fenced area of the Airport when they are aware that the non-Airport badge holder cannot obtain or retain an Airport badge due to their immigration status.

1st Offense: \$150

2nd Offense: \$300

8. SIDA badge is not properly displayed while within the secure area.

1st Offense: Written Warning

2nd Offense: \$100

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9. Badge holder does not close security gate or door properly and it is found left open and unattended.

1st Offense: \$200 **2nd Offense:** \$300 **3rd Offense:** Badge Revoke

10. Badge holder piggybacks through a secure gate or door or allows another individual to piggyback behind them through a secure gate and/or door (except if under escort by the badge holder, or at doors that been approved for piggybacking by the Airport Manager's office).

1st Offense: \$200 **2nd Offense:** \$300 **3rd Offense:** Badge Revoke

11. Badge holder does not wait for a pedestrian door or vehicle gate to close before proceeding into and out of the Airport premises.

1st Offense: \$200 **2nd Offense:** \$300 **3rd Offense:** Badge Revoke

12. Badge holder tailgates through a vehicle gate or allows another individual to tailgate behind them through a vehicle gate (except if escorted by the badge holder).

1st Offense: \$200 **2nd Offense:** \$300 **3rd Offense:** Badge Revoke

13. Badge holder allows a different individual to use their SIDA badge or another security access medium (key, gate device, etc.), regardless of if the other individual is Airport badged or not, to access the SIDA or AOA.

1st Offense: Badge Revoke **2nd Offense:** N/A

14. Airport or non-Airport badge holder is found trying to access the Airport premises using an Airport issued gate access media that no longer meets current Airport security guidelines.

1st Offense: \$500 **2nd Offense:** Badge Revoke

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15. Airport or non-Airport badge holder is found trying to access the Airport premises using a non-Airport issued gate access media that does not meet current Airport security guidelines.

1st Offense: \$1,000, Police Summons, Badge Revoke

2nd Offense: \$5,000, Police Summons

16. Badge holder does not report their badge lost, stolen, destroyed or otherwise unaccounted for, within 24 hours, to the Airport Manager's office.

1st Offense: \$150

2nd Offense: \$300

17. Cost of SIDA badge if it is lost, stolen, destroyed, or otherwise unaccounted for, regardless of if it is reprinted (in addition to the fee in penalty #16, if not reported within 24 hours).

1st Offense: \$100

2nd Offense: \$150

18. Reprinting cost of lost, stolen, destroyed, or otherwise unaccounted for SIDA badge (in addition to the fee in penalty #17).

1st Offense: \$25

2nd Offense: \$25

19. Badge holder escorts more than three (3) individuals into the secure area without prior permission from the Airport.

1st Offense: \$200

2nd Offense: Badge Revoke

20. Badge holder escorts more than four (4) individuals into the AOA without prior permission from the Airport.

1st Offense: \$100

2nd Offense: \$200

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21. Badge holder escorts individual(s) into the SIDA for non-work related purposes (e.g. family members and friends) without prior written permission from the Airport Manager or his/her designee.

1st Offense: Written Warning

2nd Offense: \$100

22. Badge holder is escorted into the secure area and does not have their assigned SIDA badge with them, or escorts a different SIDA badged individual into the SIDA after that individual has been issued a SIDA badge.

1st Offense: \$100

2nd Offense: \$200

23. Non-Airport badged individual escorts individual(s) into the secure area.

1st Offense: \$1,000, Police Summons

2nd Offense: N/A

24. Badge holder leaves non-Airport badged individual(s) unattended within the SIDA.

1st Offense: \$250

2nd Offense: \$500

25. Badge holder leaves non-Airport badged individual(s) unattended within the AOA.

1st Offense: \$100

2nd Offense: \$200

26. Non-Airport badged individual is found unescorted within the SIDA.

1st Offense: \$200

2nd Offense: \$500

27. SIDA or non-Airport badged individual, except for TSA and FAA inspectors, walk or drive a vehicle (e.g., a car) onto or across the airline ramp without being approved to do so by the Airport.

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1st Offense: \$50

2nd Offense: \$100

28. SIDA or non-Airport badged individual drives a vehicle (except for vehicles that are exempt by the Airport) into the secure area without first having the vehicle inspected by Airport staff.

1st Offense: \$200

2nd Offense: Badge Revoke

29. Badge holder does not challenge individuals in the SIDA or call the Airport Manager's office or Duty Phone to take over the challenge.

1st Offense: \$100

2nd Offense: \$200

30. Badge holder is found to have a prohibited item (per TSA guidelines), other than those needed for work related purposes, while in the Sterile Area.

1st Offense: Written Warning

2nd Offense: \$250

31. Authorized Signer or SIDA badge holder does not complete the annual SIDA badge, gate remote device and/or key audit in the allotted time given to complete such audit(s).

1st Offense: \$200

2nd Offense: Revoke

32. Authorized Signer or SIDA badge holder does not complete the annual Authorized Signatory training in the allotted time given to complete such training.

1st Offense: \$200

2nd Offense: Badge Revoke

33. Company fails to assign an Authorized Signer for badge sponsorship within 72 hours of request from Airport or when original Authorized Signer has given up their duties.

Sonoma County Airport
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1st Offense: \$100	2nd Offense: \$200
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34. Applicant misses a SIDA badge finger printing or SIDA training appointment without given prior notice.	
1st Offense: \$20	2nd Offense: \$50

35. Cost to reactivate gate or door access media if it is deactivated for any reason, including non-payment of Airport dues, no response to annual audits and/or annual Authorized Signatory training, or for any other reason deemed necessary to protect Airport security.	
1st Offense: \$10 each	2nd Offense: \$20 each

36. Cost charged to each badge holder if the Airport is forced to rebadge all current SIDA badge holders due to badge loss accountability exceeding TSA’s mandate of maintaining a loss percentage of 5% or less of all issued SIDA badges.	
1st Offense: \$10 each	2nd Offense: \$15 each

XXII. STERILE AREA (SA) BADGES

Initial Badge Fee

SA Badge with Background/Fingerprint Check (STA & CHRC)	\$115
SA Badge without Background Check (CHRC only)	\$95
SA Badge without Fingerprint Check (STA only)	\$65
SA Badge without Background/Fingerprint Check	\$45

Should applicant fail to complete training and pick up Sterile Area badge within 30 days of the approval date, applicant must restart approval process – including payment of associated fee.

Badge Renewal Fee

SA Badge without Background and Fingerprint Check	\$45
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Sonoma County Airport
Master Fee Schedule FY 24-25

SA Badge Replacement (due to expiration)/Fingerprint Resubmission	\$70
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Should badge holder fail to renew on time, applicant will be required to restart approval process and pay all associated fees.

Badge Replacement Fee

SA Badge Replacement (due to card failure after warranty period)	\$25
SA Badge Replacement (due to card loss) plus penalty	\$25

The badges will be replaced free of charge if it fails within the 45-day warranty period.

Missed Appointment Fee

Missed Appointment without notification	\$20
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The Airport Manager, or his or her designee, is authorized to modify the security badge fees during the fiscal year if needed to reflect changes in background check fees from the government and changes in supply costs related to printing.

In addition, the Airport Manager, or his or her designee, is authorized to change or charge fees as necessary to recoup fees resulting from changes in FAA or TSA regulations requiring payment from the Airport.

XXIII. STERILE AREA (SA) BADGE ADMINISTRATIVE REMEDIES

The following administrative remedies will be enforced by the Airport if it is found that a SA badge holder has violated TSA regulations and/or Airport regulations. The Airport Manager is authorized to change or charge administrative remedies as necessary resulting from changes in FAA or TSA regulations or requirements.

Violation

1. Badge is not returned within 72 hours due to card expiration, individual's separation from employment, upon demand from the Sonoma County Airport or TSA, upon conviction of a disqualifying crime set forth by TSA, or for any other reason.	
1st Offense: \$200	2nd Offense: N/A

2. Badge holder is found without their badge while within the Sterile Area.	
1st Offense: \$100	2nd Offense: \$200

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3. Sterile Area badge holder, or non-Airport badge holder, brings concession or vendor related items into the Sterile Area without having the items first pass through the security screening checkpoint.

1st Offense: \$500 Badge/Lease Revoke **2nd Offense:** N/A

4. Sterile Area badge holder, or non-Airport badge holder, brings a prohibited item (per TSA guidelines) into the Sterile Area.

1st Offense: \$500 Badge/Lease Revoke **2nd Offense:** N/A

5. Badge holder alters their Sterile Area badge in any manner by covering up the picture, expiration date, name, or company name.

1st Offense: \$100 Badge/Lease Revoke **2nd Offense:** N/A

6. Authorized Signer does not ensure that applicant has kept Permanent Resident Card (green card), visa or any other immigration form (found on the I-9 Form) current.

1st Offense: \$100 **2nd Offense:** Badge Revoke

7. Individual, who was not able to retain their Sterile Area badge due to their immigration status, is found within the fenced area of the Airport, including if they were being properly escorted by an Airport badged individual.

1st Offense: \$250 **2nd Offense:** \$500

8. Airport badge holder escorts non-Airport badged individual into the Sterile Area when they are aware that the non-Airport badged individual cannot obtain or retain an Airport badge due to their immigration status.

1st Offense: \$50 **2nd Offense:** \$300

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9. Sterile Area badge is not properly displayed while within the Sterile Area.

1st Offense: Written Warning

2nd Offense: \$100

10. Badge holder does not close security gate or door properly and it is found left open and unattended.

1st Offense: \$200

2nd Offense: \$300

3rd Offense: Badge Revoke

11. Badge holder piggybacks through a Secure gate or door or allows another individual to piggyback behind them through a secure gate or door (except if under escort by the badge holder).

1st Offense: \$200

2nd Offense: \$300

3rd Offense: Badge Revoke

12. Badge holder allows a different individual to use their Sterile Area badge or another security access medium (key, etc.), regardless of if that individual has an Airport badged or not, to access the Sterile Area.

1st Offense: Badge Revoke

2nd Offense: N/A

13. Airport or non-Airport badge holder is found trying to access the Airport premises using an Airport issued gate or door access media that no longer meets current Airport security guidelines.

1st Offense: \$500

2nd Offense: Badge Revoke

14. Airport or non-Airport badge holder is found trying to access the Airport premises using a non-Airport issued gate or door access media that does not meet current Airport security guidelines.

1st Offense: \$1,000, Police Summons, Badge Revoke

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2nd Offense: \$5,000, Police Summons

15. Badge holder does not report their badge lost, stolen, destroyed, or otherwise unaccounted for, within 24 hours, to the Airport Manager's office.

1st Offense: \$150

2nd Offense: \$300

16. Cost of Sterile Area badge if it is lost, stolen, destroyed, or otherwise unaccounted for regardless of if it is reprinted (in addition to the fee in penalty #15, if not reported within 24 hours).

1st Offense: \$100

2nd Offense: \$150

17. Reprinting cost of lost, stolen, destroyed, or otherwise unaccounted for Sterile Area badge (in addition to the fee in penalty #16).

1st Offense: \$25

2nd Offense: \$25

18. Badge holder escorts more than one (1) person into the Sterile Area.

1st Offense: \$200

2nd Offense: Revoke

19. Badge holder escorts individual(s) into the Sterile Area for non-work related purposes (e.g., family members and friends) without prior written permission from the Airport Manager or his/her designee.

1st Offense: \$100

2nd Offense: Badge Revoke

20. Badge holder is escorted into the Sterile Area and does not have their assigned Sterile Area badge with them or escorts a different Sterile Area badged individual into the Sterile Area after that individual has been issued a Sterile Area badge.

1st Offense: \$100

2nd Offense: \$200

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21. Non-Airport badged individual who escorts individual(s) into the Sterile Area.

1st Offense: \$1,000, Police Summons

2nd Offense: N/A

22. Badge holder leaves non-Airport badged individual(s) unattended within the Sterile Area.

1st Offense: 250

2nd Offense: Badge Revoke

23. Non-Airport badged individual is found unescorted within the Sterile Area other than passengers who have been screened and cleared by TSA to board a commercial aircraft.

1st Offense: \$250

2nd Offense: \$500

24. Sterile Area or non-Airport badged individual drives a vehicle (except for vehicles that are exempt by the Airport) into the secure area without prior permission from the Airport and without having the vehicle escorted and inspected by Airport staff prior to entering the area.

1st Offense: \$200

2nd Offense: Badge Revoke

25. Badge holder does not challenge individuals in the Sterile Area or call the Airport Manager's office or Duty Phone to take over the challenge if it is suspected that an individual should not be in the Sterile Area (i.e., other than the traveling public who have been screened and cleared by TSA to board a commercial flight).

1st Offense: \$100

2nd Offense: \$200

26. Authorized Signer or Sterile Area badge holder does not complete the annual Sterile Area badge or key audit in the allotted time given to complete such audit(s).

Sonoma County Airport
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1st Offense: \$200	2nd Offense: Badge Revoke
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27. Authorized Signer or Sterile Area badge holder does not complete the annual Authorized Signatory training in the allotted time given to complete such training.	
1st Offense: \$200	2nd Offense: Badge Revoke

28. Company fails to assign an Authorized Signer for badge sponsorship within 72 hours of request from Airport or when original Authorized Signer has given up their duties.	
1st Offense: \$100	2nd Offense: \$200

29. Applicant misses a Sterile Area badge fingerprinting or Sterile Area training appointment, without given prior notice.	
1st Offense: \$20	2nd Offense: \$50

30. Cost to reactivate gate or door access media if it is deactivated for any reason, including non-payment of Airport dues, no response to annual audits and/or annual Authorized Signatory training, or for any reason deemed necessary to protect Airport security.	
1st Offense: \$10 each	2nd Offense: \$20 each

31. Cost charged to each badge holder if the Airport is forced to rebadge all current Sterile Area badge holders due to badge loss accountability exceeding TSA's mandate of maintaining a loss percentage of 5% or less of all issued Sterile Area badges.	
1st Offense: \$10 each	2nd Offense: \$15 each

XXIV. AIRPORT OPERATION AREA (AOA) BADGES

AOA Badge – 1 st issuance	\$40
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AOA Badge Replacement (due to expiration)	\$25
AOA Badge Renewal (due to card failure after warranty period)	\$25
AOA Badge Replacement (due to card loss) in addition to penalty fee	\$20

The badges will be replaced free of charge if it fails within the 45-day warranty period.

Missed Appointment without notification	\$20
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The Airport Manager, or his or her designee, is authorized to modify the security badge fees during the fiscal year if needed to reflect changes in supply costs related to printing.

In addition, the Airport Manager, or his or her designee, is authorized to change or charge fees as necessary to recoup fees resulting from changes in FAA or TSA regulations requiring payment from the Airport.

XXV. AOA BADGE ADMINISTRATIVE REMEDIES

The following administrative remedies will be enforced by the Airport if it is found that an AOA badge holder has violated TSA regulations and/or Airport regulations. The Airport Manager is authorized to change or charge administrative remedies as necessary resulting from changes in FAA or TSA regulations or requirements.

Violation

1. Badge is not returned within 72 hours due to card expiration, individual's separation from employment, upon demand from the Sonoma County Airport or TSA, upon conviction of a disqualifying crime set forth by TSA, or for any other reason.	
1st Offense: \$200	2nd Offense: N/A

2. Badge holder is found without their badge while within the AOA.	
1st Offense: \$50	2nd Offense: \$100

3. Badge holder alters their AOA badge in any manner by covering up the picture, expiration date, name, company name, or hangar number.	
1st Offense: \$50	2nd Offense: \$100

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4. Authorized Signer does not ensure that applicant under their authorization has kept Permanent Resident Card (green card), visa, or any other immigration form (found on the I-9 Form) current.

1st Offense: \$100

2nd Offense: Badge Revoke

5. Individual, who was not able to retain their AOA badge due to their immigration status, is found within the fenced area of the Airport.

1st Offense: \$250, Police Summons

2nd Offense: \$500

6. Airport badge holder escorts non-Airport badge holder within the fenced area of the Airport when they are aware that the non-Airport badge holder cannot obtain or retain an Airport badge due to their immigration status.

1st Offense: \$150

2nd Offense: \$300

7. Airport or non-Airport badge holder is found trying to access the Airport premises using an Airport issued gate or door access media that no longer meets current Airport security guidelines.

1st Offense: \$500

2nd Offense: Badge Revoke

8. Airport or non-Airport badge holder is found trying to access the Airport premises using a non-Airport issued gate or door access media that does not meet current Airport security guidelines.

1st Offense: \$1,000, Police Summons, Badge Revoke

2nd Offense: \$5,000, Police Summons

9. Badge holder does not wait for a pedestrian gate or door or vehicle gate to close before proceeding into or out of the Airport premises.

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1st Offense: \$200

2nd Offense: \$300

10. Badge holder tailgates through a vehicle gate or allows another individual to tailgate behind them through a vehicle gate (except if escorted by the badge holder).

1st Offense: \$200

2nd Offense: \$300

3rd Offense: Badge Revoke

11. Badge holder allows a different individual to use their AOA badge or another security access medium (key, gate access device, etc.), regardless of if the other individual is Airport badged or not, to access the Airport fenced area.

1st Offense: \$150

2nd Offense: \$500

12. Non-Airport issued badged individual is found within the AOA without a properly badged escort.

1st Offense: \$50

2nd Offense: \$100

13. Badge holder does not report their badge lost, stolen, destroyed, or otherwise unaccounted for, within 24 hours, to the Airport Manager's office.

1st Offense: \$100

2nd Offense: \$200

14. Cost of AOA badge if it is lost, stolen, destroyed, or otherwise unaccounted for, regardless of if it is reprinted (in addition to the fee in penalty #13, if not reported within 24 hours).

1st Offense: \$100

2nd Offense: \$150

15. Reprinting cost of lost, stolen, destroyed, or otherwise unaccounted for AOA badge (in addition to the fee in penalty #14).

1st Offense: \$20

2nd Offense: \$20

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16. Badge holder escorts more than four (4) individuals onto Airport property without prior permission from the Airport.

1st Offense: \$100

2nd Offense: \$200

17. Badge holder is escorted onto the AOA because they do not have their assigned AOA badge in their possession.

1st Offense: Written Warning

2nd Offense: \$50

18. Badge holder leaves escorted individual(s) unattended within the AOA.

1st Offense: \$150

2nd Offense: \$300

19. AOA or non-Airport badged individual escorts individuals into the secure area.

1st Offense: \$300

2nd Offense: Badge Revoke

20. Non-Airport badged individual who escorts individuals onto the AOA.

1st Offense: \$100

2nd Offense: \$300

21. AOA or non-airport badged individual, except for TSA and FAA inspectors and on-duty airline flight crew, is found unescorted within the secure area.

1st Offense: \$250

2nd Offense: \$500

22. AOA or non-Airport badged individual, except for TSA and FAA inspectors, walk or drive a vehicle (e.g., a car) onto or across the airline ramp without being approved to do so by the Airport.

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1st Offense: \$50

2nd Offense: \$250

23. AOA or non-Airport badged individual drives a vehicle (except for vehicles that are exempt by the Airport) into the secure area without being escorted and having the vehicle inspected by Airport staff prior to entering the area.

1st Offense: \$200

2nd Offense: Badge Revoke

24. Authorized Signer or AOA badge holder does not complete the annual AOA badge, gate remote device and/or key audit in the allotted time given to complete such audit(s).

1st Offense: \$200

2nd Offense: Badge Revoke

25. Authorized Signer or AOA badge holder does not complete the annual Authorized Signatory training in the allotted time given to complete such training.

1st Offense: \$200

2nd Offense: Badge Revoke

26. Company or hangar tenant fails to assign an Authorized Signer for badge sponsorship within 72 hours of request from Airport, or when original Authorized Signer has given up their duties.

1st Offense: \$100

2nd Offense: \$200

27. Cost to reactivate gate or door access media if it is deactivated for any reason, including non-payment of Airport fees, no response to annual audits and/or annual Authorized Signatory training, or for any other reason deemed necessary to protect Airport security.

1st Offense: \$10 each

2nd Offense: \$20 each

28. Cost charged to each badge holder if the Airport is forced to rebadge all current AOA badge holders due to badge loss accountability exceeding TSA's mandate of maintaining a loss percentage of 5% or less of all Airport AOA badges.

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1st Offense: \$10 each

2nd Offense: \$15 each

XXVI. VIOLATION RESPONSIBILITIES

Any person or entity whose actions or failure to act causes the Airport or any agent or employees of the Airport to incur a fine or other sanction imposed by the TSA, FAA or any other agency having jurisdiction over the operation of the Airport shall be responsible for paying all fines assessed and/or for paying the costs of addressing and/or complying with the sanctions imposed including required staff time and attorney fees.

XXVII. AIRPORT REMOTE GATE ACCESS DEVICES

Due to recent upgrades to the Airport Security Management System and requirements from TSA, the Airport will no longer be able to sell remote gate access devices to Airport tenants. For those tenants who have these devices, which are still active in the security system, and they are current tenants of the Airport, those devices will continue to function at the gates until such time that the device malfunctions or fails. At that time, the device will be removed from the security management system, and the device should be returned to the Airport Manager's Office. If a tenant fails to respond to the annual audit concerning their remote gate access device, the device will be deactivated and will not be reactivated into the Security Management System.

XXVIII. DRIVERS TRAINING

Due to Federal Aviation Administration requirements, the Airport is required to provide Airport Movement Area drivers training annually to any operator who need access to the Airport Movement Area as part of their job requirement. To comply with this regulation the Airport provides an online training, free of charge, to vehicle operators.

Should the vehicle operators require in-person training or is required to complete remedial training for any reason, the operator shall pay the hourly employee rate as outline in this resolution. These rates are set at \$67.00 per hour and \$85.00 per hour for training needed after business hours.

Department	Division/unit	Type of change (Increase, decrease, new fee, replacement of fee, deletion of fee, other change)	Fee Description (short)	Fee Subcategory	Legal basis for fee	Requirement to adjust fee (resolution or ordinance)	FY2023-24 Units	Anticipated units, FY 2024-25	Current fee amount	Proposed fee amount	Change in fee (%)	Proposed effective date	Additional revenue expected*	Last date fee changed	Amount prior to last change
PI	AIRPORT	Decrease	Aircraft Storage	F PVTHGR247	USE OF COUNTY PROPERTY	Resolution	1	12	\$ 85.00	\$ 77.00	-9%	7/1/2024	\$ (96.00)	7/1/2023	\$ 74.00
PI	AIRPORT	Decrease	Aircraft Storage	F PVTHGR258 – F PVTHGR260	USE OF COUNTY PROPERTY	Resolution	3	36	\$ 85.00	\$ 77.00	-9%	7/1/2024	\$ (288.00)	7/1/2023	\$ 74.00
PI	AIRPORT	Increase	Aircraft Storage	F PVTHGR779	USE OF COUNTY PROPERTY	Resolution	1	12	\$ 122.00	\$ 139.00	14%	7/1/2024	\$ 204.00	7/1/2023	\$ 106.00
PI	AIRPORT	Increase	Landing Fees	Fire Suppression - Large Tanker	USE OF COUNTY PROPERTY	Resolution	per occurrence	per occurrence	\$ 200.00	\$ 225.00	13%	7/1/2024	\$ -	7/1/2018	\$ 165.00
PI	AIRPORT	Other	Vehicle Parking Fees	Landside Parking	USE OF COUNTY PROPERTY	Resolution	per occurrence	per occurrence	N/A	N/A	N/A	7/1/2024	\$ -	N/A	N/A
PI	AIRPORT	Decrease	Terminal Digital Advertising Rates	Baggage Claim Takeover	USE OF COUNTY PROPERTY	Resolution	10	10	\$ 1,500.00	\$ 1,400.00	-7%	7/1/2024	\$ (1,000.00)	7/1/2023	NEW
PI	AIRPORT	Decrease	Terminal Digital Advertising Rates	Full Airport Digital Coverage	USE OF COUNTY PROPERTY	Resolution	10	10	\$ 2,500.00	\$ 2,250.00	-10%	7/1/2024	\$ (2,500.00)	7/1/2023	NEW
PI	AIRPORT	Increase	Ground Lease Annual Rental Rates	Eastside Section of Airfield per square foot	USE OF COUNTY PROPERTY	Resolution	New Leases Only	New Leases Only	\$ 0.54	\$ 0.55	1.9%	7/1/2024	\$ -	7/1/2023	\$ 0.53
PI	AIRPORT	Increase	Ground Lease Annual Rental Rates	South/Mid-Section of Airfield per square foot	USE OF COUNTY PROPERTY	Resolution	New Leases Only	New Leases Only	\$ 0.40	\$ 0.41	2.5%	7/1/2024	\$ -	7/1/2023	\$ 0.39
PI	AIRPORT	Increase	Ground Lease Annual Rental Rates	Non-Aeronautical per square foot	USE OF COUNTY PROPERTY	Resolution	New Leases Only	New Leases Only	\$ 0.75	\$ 0.77	2.7%	7/1/2024	\$ -	7/1/2023	\$ 0.74
PI	AIRPORT	Increase	Commercial Vehicle Operators	Operator Application Fee - all categories	USE OF COUNTY PROPERTY	Resolution	65	36.1111	\$ 30.00	\$ 75.00	150.0%	7/1/2024	\$ 1,625.00	7/1/2022	\$ 25.00
PI	AIRPORT	Increase	Terminal Digital Advertising Rates	Assignment of Private Hangar with 30-day notice prior to sale	USE OF COUNTY PROPERTY	Resolution	per request	12	\$ 102.00	\$ 105.00	2.9%	7/1/2024	\$ 36.00	7/1/2023	\$ 100.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Assignment of Private Hangar with less than 30-day notice prior to sale	USE OF COUNTY PROPERTY	Resolution	per request	100	\$ 514.00	\$ 529.00	2.9%	7/1/2024	\$ 1,500.00	7/1/2023	\$ 500.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Operating agreement aero non-based services	USE OF COUNTY PROPERTY	Resolution	per request	100	\$ 325.00	\$ 334.00	2.8%	7/1/2024	\$ 900.00	7/1/2023	\$ 320.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Operating agreement non-aero non-based services	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 425.00	\$ 435.00	2.4%	7/1/2024	\$ 100.00	7/1/2023	\$ 415.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Operating agreement aero based-limited services	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 435.00	\$ 445.00	2.3%	7/1/2024	\$ 100.00	7/1/2023	\$ 425.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Operating agreement non-aero based-limited services	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 565.00	\$ 580.00	2.7%	7/1/2024	\$ 150.00	7/1/2023	\$ 550.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Operating agreement aero based-full services	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 545.00	\$ 560.00	2.8%	7/1/2024	\$ 150.00	7/1/2023	\$ 530.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Operating agreement non-aero based-full services	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 710.00	\$ 730.00	2.8%	7/1/2024	\$ 200.00	7/1/2023	\$ 690.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Lease Aero (month-to-month)	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 815.00	\$ 835.00	2.5%	7/1/2024	\$ 200.00	7/1/2023	\$ 795.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Lease Non-Aero (month-to-month)	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 1,065.00	\$ 1,095.00	2.8%	7/1/2024	\$ 300.00	7/1/2023	\$ 1,035.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Terminal Concession (month-to-month)	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 815.00	\$ 835.00	2.5%	7/1/2024	\$ 200.00	7/1/2023	\$ 795.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Lease (less than ten-years in term)	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 3,685.00	\$ 3,790.00	2.8%	7/1/2024	\$ 1,050.00	7/1/2023	\$ 3,580.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Lease (more than ten-years in term)	USE OF COUNTY PROPERTY	Resolution	per request	1	\$ 7,645.00	\$ 7,860.00	2.8%	7/1/2024	\$ 215.00	7/1/2023	\$ 7,425.00
PI	AIRPORT	Increase	Non-Refundable Application Fees	Amendments to lease (term)	USE OF COUNTY PROPERTY	Resolution	per request	10	\$ 2,180.00	\$ 2,240.00	2.8%	7/1/2024	\$ 600.00	7/1/2023	\$ 2,121.00
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#1. Badge Not Returned. 1st Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	5	\$ 100.00	\$ 200.00	100.0%	7/1/2024	\$ 500.00		
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#9. Badge Holder does not properly close door. 1st Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	2	\$ 100.00	\$ 200.00	100.0%	7/1/2024	\$ 200.00	7/1/2019	\$ 50.00
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#9. Badge Holder does not properly close door. 2nd Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	2	\$ 200.00	\$ 300.00	50.0%	7/1/2024	\$ 200.00	7/1/2019	\$ 100.00
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#10. Badge Holder piggybacks or allows a piggyback. 1st Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	2	\$ 100.00	\$ 200.00	100.0%	7/1/2024	\$ 200.00		
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#10. Badge Holder piggybacks or allows a piggyback. 2nd Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	2	\$ 200.00	\$ 300.00	50.0%	7/1/2024	\$ 200.00		
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#11. Badge Holder does not wait for gate or door to close. 1st Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	2	\$ 100.00	\$ 200.00	100.0%	7/1/2024	\$ 200.00	7/1/2019	\$ 50.00
PI	AIRPORT	Increase	Sida Badge Administrative Remedies	#11. Badge Holder does not wait for gate or door to close. 2nd Offense	USE OF COUNTY PROPERTY	Resolution	per occurrence	2	\$ 200.00	\$ 300.00	50.0%	7/1/2024	\$ 200.00	7/1/2019	\$ 100.00

