



COUNTY OF HUMBOLDT

For the meeting of: 2/25/2025

File #: 25-269

To: Board of Supervisors

From: Aviation

Agenda Section: Public Hearing

Vote Requirement: 4/5th

SUBJECT:

Public Hearing to Consider Adoption of an Ordinance Amending and Updating the Humboldt County Schedule of Fees and Charges for Permits and Services of the Various Humboldt County Departments and Transfer from Contingencies and Approval of a Supplemental Budget in the Amount of \$55,876 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Open the public hearing; and
2. Introduce the attached ordinance amending and updating the Humboldt County Schedule of Fees and Charges for Permits and Services of the Various Humboldt County Departments and waive the first reading thereof; and
3. Receive the staff report and public comments; and
4. Approve, and/or modify the decreased and increased fees for the Department of Aviation as shown in the attached 2025 Humboldt County Schedule of Fees and Charges for Permits and Services of the Various Humboldt County Departments; and
5. Adopt the attached ordinance amending and updating the Humboldt County Schedule of Fees and Charges for Permits and Services of the Various Humboldt County Departments (4/5 Vote Required); and
6. Direct the Clerk of the Board, within fifteen (15) days, to publish a post-adoption summary of the attached ordinance with the names of the Supervisors voting for and against the ordinance, and to post in the office of the Clerk of the Board a certified copy of the full text of the adopted ordinance and amendments along with the names of those Supervisors voting for and against the ordinance [Government Code Section 25124 (b)(1)]; and
7. Approve the attached Request for Budget Transfer from Contingencies (1100-990) and associated Supplemental Budget for the Aviation Capital Projects Budget (3539-170) in the amount of \$55,876.00 for lost revenue due to hangar rate fee adjustments (4/5 Vote Required); and
8. Close the public hearing.

STRATEGIC PLAN:

The recommended actions support the following areas of the Board of Supervisors' Strategic Plan:

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

On Dec. 17, 2024, the Humboldt County Board of Supervisors ("Board") adopted the 2025 Humboldt County Schedule of Fees and Charges that included increased rental rates for airport hangars.

On Feb. 4, 2025, the Department of Aviation brought a Public Hearing to the Board to consider amending the 2025 Humboldt

County Schedule of Fees and Charges as it related to the Department of Aviation's hangar rates. The Board voted 4 - 1 to amend hangar fees to the Aviation Management Consulting Group / 2021 Federal Aviation Administration approved rates and remove the Consumer Price Index adjustment and approve a general fund contribution for lost revenue due to amending fees. The attached ordinance and supplemental budget before the Board today will effectuate the direction provided on February 4, 2025.

Government Code, Sections 54986 and 66018, require that prior to adopting a resolution or ordinance approving a new fee or changing an existing fee, the Board of Supervisors will hold a public hearing at which time oral or written presentations can be made. If the Board adopts the attached ordinance amending and updating the 2025 Humboldt County Schedule of Fees and Charges, it will be effective March 27, 2025, and the new hangar rates will be in effect that date.

The Board directed staff to bring back a spending plan for the general fund contribution in the amount of \$55,876. The Department of Aviation analyzed the feasibility of allocating the \$55,876 proportionally across each airport based on the percentage of total hangars or the percentage of total annual revenue at each airport. Figure 1 below outlines the distribution of hangars and revenue for each airport.

Airport	# Hangars	% Total	Annual Revenue	% Revenue
ACV	19	18%	\$ 100,412.88	26%
EKA	55	51%	\$ 179,529.96	47%
FOT	18	17%	\$ 79,764.96	21%
O16	15	14%	\$ 24,960.00	6%
Total	107	100%	\$ 384,667.80	100%

Figure 1: Hangars and Revenue by Airport

Figure 2 allocates the supplemental funding in the amount of \$55,876 proportionately based on the number of hangars and annual revenue at each airport.

Airport	Percentage (by # of Hangars)	Supplemental Funding	Percentage (by Annual Revenue)	Supplemental Funding (Option
ACV	18%	\$ 9,922	26%	\$14,586
EKA	51%	\$ 28,721	47%	\$26,078
FOT	17%	\$ 9,400	21%	\$11,586
O16	14%	\$ 7,833	6%	\$3,626
Total	100%	\$ 55,876	100%	\$ 55,876

Figure 2: Supplemental Funding by Percentage of Total Hangars and Total Annual Revenue

Based on the analysis above, it has been determined to maximize the impact and ensure the most effective use of resources, while a strategic deferred maintenance strategy is developed and hangar conditions are inventoried, these funds would be best used as contributions to non-Federal Aviation Administration grant funded project work anticipated in fiscal year 2025-2026 and for projects beginning in the current fiscal year. While this list is not yet fully vetted nor fully costed many details need to be worked through and decisions made to determine project selections, project scopes and estimated costs. Based on limited funding not all projects will have the funding capacity to move forward. Non- Federal Aviation Administration Grant projects includes, without limitation, all of the following:

Airport	Project	Anticipated Cost	Anticipated Start Date
EKA	Roofing	\$ 100,000	FY 2024-25
FOT	Terminal Modifications	\$ 20,000	FY 2024-25
FOT	Building Demo/Removal	\$ 20,000	FY 2024-25
EKA	Terminal Modifications	\$ 127,000	FY 2025-26
ACV	Fuel Tank Repair	\$ 200,000	FY 2025-26
O16	Restroom	\$ 250,000	FY 2025-26
O16	Apron Improvements	\$ 300,000	FY 2025-26

Figure 3: Non- Federal Aviation Administration Grant Projects

SOURCE OF FUNDING:

Aviation Capital Projects (3539-170); General Fund Contingency (1100-990)

FINANCIAL IMPACT:

On Feb. 4, 2025, the Board directed voted to amend the 2025 Humboldt County Schedule of Fees and Charges relating to the Department of Aviation hangar rates, reducing the department's hangar revenue by 14% or \$55,876 in the current year by adjusting all rates to the Aviation Management Consulting Group, Federal Aviation Administration approved rate and removing the Consumer Price Index adjustment. The Board also approved a general fund contribution for lost revenue.

The attached request for Budget Transfer from Contingencies (1100-990) and associated Supplemental Budget for the Aviation Capital Projects Budget (3539-170) in the amount of \$55,876 for lost revenue due to hangar rate fee adjustments effectuates this action. The current available balance in General Fund Contingencies is \$1,327,927.00.

STAFFING IMPACT:

Should the Board choose to amend the hangar rates as established the impact to staffing will be in staff time to generate new rate letters and where applicable updating license agreements.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion.

ATTACHMENTS:

Attachment 1: Ordinance Amending and Updating the Humboldt County Schedule of Fees and Charges for Permits and Services of the Various Humboldt County Departments

Attachment 2: 2025 Proposed Department of Aviation Fee Schedule

Attachment 3: Post Adoption Summary

Attachment 4: Public Hearing Notice

Attachment 5: Request for Budget Transfer

Attachment 6: Supplemental Budget

PREVIOUS ACTION/REFERRAL:

Meeting of: 11/12/24; 12/17/24; 02/04/25

File No.: 24-1556; 25-37; 25-185