

ADMINISTRATIVE ORDER NO. 58-19-06-F
of the
Airport Director of the City of Eugene

**AMENDMENT OF THE AIRPORT FEE SCHEDULE AND REPEAL OF
ADMINISTRATIVE ORDER NO. 58-18-07-F.**

The Airport Director of the City of Eugene finds as follows:

A. Authority is granted to the City Manager of the City of Eugene under Sections 2.440 to 2.442 of the Eugene Code to set fees and charges for the use of the Eugene Airport. Authority to set Airport fees has been delegated to the Airport Director by Administrative Order No. 58-19-07.

B. On May 16, 2019, I issued Administrative Order No. 58-19-06 ordering that notice be given advising the public of the opportunity to submit comments on my proposal to amend the Airport fees. The Notice specified that comments would be received for 15 days from the date of posting and publication of the Notice. No comments were received within the time or in the manner provided in the Notice.

C. Based on my investigation pursuant to the provisions of Sections 2.440 to 2.442 of the Eugene Code, 1971, I find that the airport fees should be amended as proposed. (See Exhibit A to this Order).

On the basis of these findings, I order that:

1. A copy of this Order shall be promptly forwarded to the Mayor and City Councilors. Unless reviewed by the City Council pursuant to EC 2.441(5), this Order shall become final on the 11th day after the date it is signed.

2. Notwithstanding the effective date of this Order as set forth above, the Airport fees attached as Exhibit B are established as the fees to be charged for the described services effective July 1, 2019.

3. Administrative Order No. 58-18-07-F is repealed effective July 1, 2019.

Dated this 12 day of June, 2019.



Timothy Doll, Airport Manager

**Unless reviewed by the City Council pursuant to EC 2.441(5), this Order becomes final on
June 23, 2019.**

Airport Analysis and Fee Setting Criteria

Fiscal Year 2020

Pursuant to EC2.440-2.442 the Airport conducted the following activities to set the Fiscal Year 2020 Rates and Charges.

1. Amount Charged for such use in the Past – The airport reviewed rates and charges established in Admin Order 58-18-07 and determined that only minor changes were necessary. Rates charged to Airlines are reviewed annually during the budget process to determine sufficient revenue generation for the fiscal year. Other rates are set either based on Fair Market Value, per FAA regulation, through other City processes, or other NGO processes that have already been reviewed through a public process.
2. Comparable amounts or rates, if any, charged by other airports – Fees for services charged at the airport are based on industry standards. Rates at the Eugene Airport are compared with other regional airports as well as national airports of similar size to ensure they compare favorably.
3. The amounts or rates and other municipal benefits agreed to by comparable users of the airport in a contract, lease or permit – Contract and Lease rates at the Airport are set either through RFP processes or by establishing Fair Market Value through appraisals and comparison with other airports.
4. The revenue needs of the Airport – The rates and charges proposed have been computed so that the airport is financially stable and not reliant on General Fund support.
5. Applicable user fees polices set by City Council – Airport complies with other City fees as set by Council.

AIRPORT FEE SCHEDULE
(Effective July 1, 2019)

| <u>Fee Description</u> | <u>Fees</u> | |
|--|---------------------|-----------------------|
| 1. <u>Airport Tie-Down Fees*:</u> | | |
| <u>Paved Public Aircraft Parking Areas:</u> | <u>Daily</u> | <u>Monthly</u> |
| Type of Aircraft: | | |
| Single Engine | \$5.00 | \$50.00 |
| Multi Engine/Jet (up to 12,500 lbs.) | \$6.00 | \$60.00 |
| Multi Engine/Jet (over 12,500 lbs.) | \$10.00 | \$100.00 |
| Helicopter..... | \$5.00 | \$50.00 |

*Tie Down fees shall be charged for aircraft parked on the ramp between midnight and 5:00 a.m. Maintenance planes shall have City-approved maintenance tags on them and will not be charged a tie-down fee. Aircraft are limited to 30 days tie-down fee abatement for maintenance purposes within a 12 month period.

| | <u>Fees</u> |
|--|-------------|
| 2. <u>Non-Signatory/Scheduled/Unscheduled Airlines:</u> | |
| Counter fee (per turn*) | \$61.00 |
| Ramp parking - remote pad (per day*)..... | \$34.00 |

*Use is guaranteed for three hours with the same aircraft. If beyond three hours, Airport Manager can direct user to move. After the first 24 hours, parking for more than 14 hours in any 24-hour period shall constitute one day. If not moved, user subject to penalty of \$250 per day.

| | |
|---|-----------------|
| 3. <u>Terminal Area Ramp Storage/Parking</u> (per aircraft/per day) | \$100.00 |
| <i>(After the first 24 hours, parking for more than 14 hours in any 24 hour period shall constitute one day.)</i> | |

| | |
|--------------------------------------|--------|
| 4. <u>Landing Fees:</u> | |
| Signatory (per 1,000 lbs.) | \$2.73 |
| Non-Signatory (per 1,000 lbs.) | \$3.41 |

| | |
|---|---------|
| 5. <u>Terminal Building Rental Rate:</u> | |
| <u>Exclusive & Preferential Space:</u> | |
| Signatory (per square foot per year) | \$38.86 |
| Non-Signatory (per square foot per year) (125% of signatory)..... | \$48.57 |

AIRPORT FEE SCHEDULE
(Effective July 1, 2019)

| | <u>Fees</u> |
|--|------------------------------|
| <u>Joint Use Space:</u> | |
| Signatory (per enplanement) | \$1.09 |
| Non-Signatory (per enplanement) (125% of Signatory) | \$1.37 |
| <u>Customer Use Space:</u> | |
| Signatory (per enplanement) | \$1.61 |
| Non-Signatory (per enplanement) (125% of Signatory) | \$2.01 |
| <u>Supplemental Security Fee:</u> | |
| Signatory (per enplanement) | \$0.99 |
| Non-Signatory (per enplanement) (125% of Signatory) | \$1.24 |
| <u>Gate Use Fee:</u> | |
| Signatory (per enplanement) | \$0.86 |
| Non-Signatory (per enplanement) (125% of Signatory) | \$1.08 |
| | |
| 6. <u>Jet Bridge Rental Rates:</u> | |
| Signatory (per turn) (\$2,000 maximum per month) | \$40.00 |
| Non-Signatory (per turn) (125% of Signatory) | \$50.00 |
| | |
| 7. <u>Airport Fees for Vehicles-for-Hire, Courtesy Car Services and Shuttles (except Airport Door to Door Shuttle) as those terms are defined in Administrative Rule R-3.345:</u> | |
| Vehicle-for-Hire Fees (per vehicle per year, \$1,000 max)..... <i>(Vehicle-for-hire must have and maintain a valid/current Public Passenger Vehicle license with City of Eugene)</i> | \$100.00 |
| Vehicle-for-Hire Passenger Pick-up (per pick-up trip) | \$1.00 |
| <i>(Vehicle-for-hire passenger pickup fee assessed through AVI transponder and/or GeoFence)</i> | |
| Vehicle-for-Hire Transponder/AVI Access Tag | No charge for initial tag |
| Vehicle-for-Hire Transponder/AVI Access Tag Replacement | \$20.00 |
| <i>(For tags lost, stolen or damaged)</i> | |
| Courtesy Car, Shuttle Permit Fee (per vehicle per year) | \$150.00 |

AIRPORT FEE SCHEDULE
(Effective July 1, 2019)

| | <u>Fees</u> |
|---|-----------------|
| 8. <u>Facility Charge:</u> | |
| Passenger Facility Charge (per passenger)..... | \$4.50 |
| Customer Facility Charge for Car Rentals (per customer/per rental day)..... | \$3.00 |
| 9. <u>Fuel Flowage Fee</u>* (per gallon)..... | \$0.06 |
| *Applicable to all aircraft fuel and oil distributors, or any person, firm, business, partnership or corporation selling or delivering aviation fuels to airplanes of private and/or commercial operators at the Airport. Suppliers may be exempted from the fee upon substantiation that the aircraft fuels are supplied to military aircraft, signatory, new signatory, or non-signatory air carriers, or to governmentally owned or operated aircraft. | |
| 10. <u>Automobile Parking Rates:</u> | |
| <u>Short-Term:</u> | |
| Per half hour..... | \$1.25 |
| Daily maximum | \$14.00 |
| <i>(Daily maximum rate charged for lost tickets.)</i> | |
| <u>Long-Term:</u> | |
| Per hour..... | \$2.50 |
| Daily maximum | \$12.00 |
| <i>(Daily maximum rate charged for lost tickets)</i> | |
| Per week (seven consecutive days)..... | \$72.00 |
| <i>(Daily maximum rate charged for lost tickets.)</i> | |
| <u>Economy Parking:</u> | |
| Per hour..... | \$2.50 |
| Daily maximum | \$10.00 |
| <i>(Daily maximum rate charged for lost tickets)</i> | |
| Per week (seven consecutive days)..... | \$60.00 |
| <i>(Daily maximum rate charged for lost tickets)</i> | |
| Administrative Parking Lot (per space/per month) | \$11.00 |
| <i>(By contract only)</i> | |
| 11. <u>Hazardous Substance Response Fee</u> | \$200.00 |

AIRPORT FEE SCHEDULE
(Effective July 1, 2019)

| | <u>Fees</u> |
|--|-------------|
| 12. <u>Processing Fees for transactions associated with Commercial and Non-Commercial Hangar Site Leases (apply only when not contrary to existing lease provisions):</u> | |
| New Construction | \$1,000.00 |
| Sublease | \$300.00 |
| Early Lease Termination (upon sale) (percent of sale price)..... | 3% |
| Early Lease Termination (ownership retained) (percent of appraised value) | 3% |
| Assignment of Lease | \$300.00 |
| Upon expiration, a negotiated 5-year lease requiring minimal or no improvements to the structure | \$300.00 |
| Upon expiration, a negotiated lease requiring considerable improvements to the structure | \$500.00 |
| 13. <u>Badge Fees (non-refundable):</u> | |
| Badge Replacement – Broken or Defaced..... | \$20.00 |
| Badge Replacement – Lost or Stolen, 1 st time..... | \$25.00 |
| Badge Replacement – Lost or Stolen, 2 nd time..... | \$50.00 |
| Badge Replacement – Lost or Stolen, 3 rd time | \$100.00 |
| Authorized Signatory Authority Fee for Non-Returned Badge..... | \$100.00 |
| Security SIDA/Cargo SIDA/Sterile Badge (per person) Initial and Renewal..... | \$70.00 |
| Hangar/Contractor Badge (per person) Initial and Renewal | \$25.00 |
| 14. <u>Miscellaneous Fees:</u> | |
| Air Cargo Industrial Rent (per square foot/per year) | \$7.80 |
| Airport Master Plan (per copy)..... | \$50.00* |
| Airport Rules & Regulations (per copy)..... | \$10.00* |
| Airport Overflow Parking Lot Facility Fee (per day)..... | \$30.00 |
| Airport Tenant Parking Fee (per employee/per month) | \$10.00 |
| Industrial/Agricultural Land Lease (undeveloped) (per acre per year) | \$70.00 |
| Non-Commercial Ground Lease Rate (per square foot/per year)..... | \$0.33 |
| Commercial Ground Lease Rate (per square foot/per year)..... | \$0.36 |
| Dark Fiber Lease Rate (per pair/per mile) | \$52.18 |

AIRPORT FEE SCHEDULE
(Effective July 1, 2019)

| | <u>Fees</u> |
|---|--------------------|
| Key Replacement..... <i>(For keys lost by tenants, vendors and contractors who require access to Airport facilities)</i> | \$25.00 |

**Pursuant to the Public Records Request Fees' Administrative Order, these fees represent the actual printing cost of the document.*

