



# SCHEDULE OF RATES AND CHARGES

Effective: October 1, 2011



To All Airport Tenants and Users:

The City of Tallahassee owns and operates the Tallahassee Regional Airport as a public-use, commercial service Airport. Sections 1 of the *Airport Rules and Regulations* and *Minimum Standards*, has charged the Aviation Department and the Director of Aviation with the responsibility for the safe and efficient operation of the Airport, the daily management of the Airport, as well as, the authority to establish necessary Airport rates and charges as needed to meet this charge.

Accordingly, this Schedule of Rates and Charges for Airport Tenants, Air Carriers, and other users is established and assessed against any person or entity conducting, carrying on, or engaging in activities or services at the Airport without discrimination. Any questions should be directed to:

Tallahassee Regional Airport  
Attention: Finance & Administration Supervisor  
3300 Capital Circle, S.W. – Suite 1  
Tallahassee, FL 32310

Phone: (850) 891-7802  
E-Mail: [patsy.capps@talgov.com](mailto:patsy.capps@talgov.com)  
Website: <http://www.FlyTallahassee.com>

This Schedule of Rates and Charges supersedes previous rates and charges and hereby becomes effective on October 1, 2011, and may be adjusted as required.

  
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Sunil Harman  
Director of Aviation

10/1/2011  
Date

## TABLE OF CONTENTS

	Page
Airlines .....	4
Badges and Security .....	6
Cargo .....	6
Concessions .....	7
FBO/SASO .....	7
Fuel Flowage .....	7
General Aviation Services .....	8
Land Leases .....	8
Miscellaneous Fees and Other Charges .....	9
Non-Tenant Businesses .....	9
Permits .....	9
Parking .....	10
Rental Car .....	10
Specialized Operations .....	11
Through the Fence Operators .....	11

**AIRLINES:**

<u>Airfield</u>	<b>Signatory</b>	<b>Non Signatory</b>	<b>Comments</b>
Landing Fee	\$2.37	\$2.96	Per 1,000 pounds certified maximum gross landing weight
<b><u>Terminal</u></b>			
Average Terminal Rental	\$48.07	\$60.09	Per Sq. Ft. Per Yr.
<b><u>Exclusive Use</u></b>			
Airline Ticket Counter	\$71.23	\$89.04	Per Sq. Ft. Per Yr.
Airline Ticket Office	\$56.98	\$71.23	Per Sq. Ft. Per Yr.
Bag Service Office	\$49.86	\$62.33	Per Sq. Ft. Per Yr.
Airline Operations Area	\$35.62	\$44.53	Per Sq. Ft. Per Yr.
Bag Make-Up Area	\$28.49	\$35.61	Per Sq. Ft. Per Yr.
Bag Make-Up Conveyor	\$44.97	\$56.21	Per Linear Ft. Per Yr.
<b><u>Preferential Use</u></b>			
Holdroom	\$56.98	\$71.23	Per Sq. Ft. Per Yr.
Loading Bridge [Jet Way]	\$13,737.60	\$17,172.00	Per Year
Commuter Gate - Apron	\$7,681.56	\$9,601.95	Per Year
Jet Gate - Apron	\$12,674.52	\$15,843.15	Per Year
<b><u>Joint Use</u></b>			
Baggage Claim	\$56.98	\$71.23	Per Sq. Ft. Per Yr.
Concourse Corridor	\$49.86	\$62.33	Per Sq. Ft. Per Yr.
Bag Make-up [common]	\$28.49	\$35.61	Per Sq. Ft. Per Yr.
Bag Drop Off	\$28.49	\$35.61	Per Sq. Ft. Per Yr.
Bag Claim Conveyor	\$44.97	\$56.21	Per Linear Ft. Per Yr.
<b><u>Security</u></b>			
Passenger Security	\$4.00	\$5.00	Per Enplaned Passenger
<b><u>Charter/Unscheduled Operations at City Gate</u></b>			
	<b>Rate</b>		
Landing Fee*	\$2.96		Per 1,000 pounds certified maximum gross landing weight
Commuter Gate	\$120.00		Per Use / Flight
Jet Gate	\$150.00		Per Use / Flight
Ticket Counter	\$100.00		Per Use / Flight
Baggage Claim	\$100.00		Per Use / Flight
Baggage Make-Up	\$100.00		Per Use / Flight
Passenger Security Charge*	\$5.00		Per Enplaned Passenger

**NOTE:** Airline Rates and Charges are subject to annual updates on October 1 or sooner as may be required pursuant to the *Signatory Airline-Airport Use Agreements*.

\* Also, applicable to charters/nonscheduled operations not handled at Terminal.

<b><u>Passenger Facility Charge [PFC]</u></b>	<b>Fee</b>	<b>Comments</b>
PFC Imposed	\$4.50	Per enplaned passenger

**PFC Collection Period:** The current program began May 1, 2007, and continues for a period until the total authorized collection amount has been reached.

**PFC Collection on Airline Tickets:** For each one-way trip shown on the complete itinerary of an air travel ticket, issuing air carrier and their agents shall collect a PFC from a passenger only for the first two airports where PFCs are imposed. For each round trip, a PFC shall be collected only for enplanements at the first two enplaning airports and the last two enplaning airports where PFCs are imposed. Collecting carriers and their collecting agents shall be responsible for all funds from the time of collection to remittance. PFC collectors shall establish and maintain a financial management system to account for PFCs and must be accounted for separately by collectors. All PFC revenue is to be regarded as trust funds held by PFC collectors as agents, for the beneficial interest of the public agencies imposing PFCs.

**PFC Remittance** is to be on a monthly basis and no later than the last day of the following calendar month in which they were collected. Send PFC remittances to:

Tallahassee Regional Airport  
 Attention: Finance & Administration Division  
 3300 Capital Circle, S.W. – Suite 1  
 Tallahassee, FL 32310

**Other PFC reporting and audit requirements** may be imposed on collectors as a result of guidelines promulgated by the Federal Aviation Administration [FAA] who establishes the standard for administering PFC programs and which governs in all respects.

**BADGES AND SECURITY:**

Fee	Rate	Comments
Security Identification Badge	\$30.00	Per Person, Per Badge
Badge Reinstatement	\$40.00	Per Person, Per Badge. <b>Note:</b> assessed for failure to attend mandatory re-training or mandatory meeting upon issuance of a <i>Notice of Violation</i>
Criminal History Record Check	\$35.00	Per Person
Late Renewal	\$30.00	Per Badge. <b>Note:</b> Assessed when Security Identification Badge is <i>not</i> renewed prior to its expiration date. If badge has been expired for more than 30 days, individual will be considered a <i>new badge applicant</i> .
Lost/Replacement Badge	\$50.00	Per Badge; \$25 refund if found and returned within seven calendar days.
Lost Key	\$50.00	Per Key
Unreturned Badge	\$50.00	Employer charge
AOA Vehicle Permit	\$10.00	Per Vehicle. <b>Note:</b> Does not apply to Government vehicles, Airline Ground Support vehicles or Construction equipment.

**CARGO:**

Facility	Rate	Comments
Landing Fee	\$2.96	Per 1,000 pounds certified maximum gross landing weight [Non-Signatory Rate]
Ramp Area	\$0.31	Per square foot per year
Cargo Building	\$11.41	Per square foot per year
Land Lease	\$0.31	Per square foot per year
Freight Charge	**	Per cwt [enplaned and deplaned cargo]

\*\* A Freight Charge is not imposed on Cargo Carriers at this time. TLH reserves the right to institute a Freight Charge in the future with proper notification to the Cargo Carriers.

**CONCESSIONS:**

**NOTE:** Concession Agreements are let by competitive Bid or Request for Proposal [RFP] and generally include monthly payments of the greater of a percentage [%] Concession Fee or a Minimum Annual Guarantee [MAG]. Required facilities, capital investment, term, audit and reporting requirements, and customer service standards are incorporated into the Agreements.

Description	Concession Fee	Comments
Automatic Teller Machine [ATM]	\$0.24	Transaction Fee; plus space rental.
Customer Service Providers	10%	of Gross Receipts
Food and Beverage	13%	of Gross Receipts or Minimum Annual Guarantee
Game Vending Machines	40%	of Gross Receipts
Gift Shop	10%	of Gross Receipts or Minimum Annual Guarantee
Luggage Carts	15%	of Gross Receipts
Rental Car Agencies	10%	of Gross Receipts or Minimum Annual Guarantee
Terminal Advertising	30%-60%	of Gross Receipts or Minimum Annual Guarantee
Off-Airport Parking	10%	of Gross Receipts

**FBO/SASO:**

**NOTE:** See Airport website [<http://www.tal.gov.com/airport/misc.cfm>] for *Minimum Standards* and requirements for Fixed Base Operators [FBO] and Specialized Aeronautical Services Operators [SASO].

**FUEL FLOWAGE:**

Fueling	Rate	Comments
Retail	\$0.09	Per gallon
Commercial Carriers	\$0.02	Per gallon Under-wing
Self Fueling	\$0.09	Per gallon [ <b>See:</b> Minimum Standards, Section 6]

## GENERAL AVIATION SERVICES:

**NOTE:** Aero Associates, Eagle Aircraft Corp., Flightline Group and Million Air offer an array of services [by Agreement with the Airport] through the Airport's General Aviation facilities. Services include:

Fueling, towing, tie down,  
bulk hangar, and T-hangars,  
wash/vacuum and detailing,  
lavatory service,  
pull-in/pull-out,  
de-ice, aircraft maintenance,  
rental and flight instruction,  
charters, and conference rooms

**CONTACT** service providers for their most current rates and charges:

Aero Associates – Phone: 850-575-2590  
3226 Capital Circle, S.W. – Tallahassee, FL 32310  
E-mail: richaero@aol.com

Eagle Aircraft Corp. – Phone: 850-574-3506  
3240 Capital Circle, S.W. – Tallahassee, FL 32310  
E-mail: info@fly-eagle.com  
<http://www.fly-eagle.com/>

Flightline Group – Phone: 850-574-4444  
3256 Capital Circle, S.W. – Tallahassee, FL 32310  
<http://www.flightlinegroup.com/>

Million Air – Phone: 850-574-5671  
3254 Capital Circle, S.W. – Tallahassee, FL 32310  
E-mail: info.tlh@millionair.com  
<http://www.millionair.com/FBO/tlh.aspx>

## LAND LEASES:

**NOTE:** Land Lease rates are subject to changes in the Consumer Price Index [CPI] or Market Conditions

**Improved** – Access to utilities, nominal site improvements, airfield and/or road access

Description	Rate	Comments
Land Lease	\$0.31	Per Square Foot Per Year
Ramp Area	\$0.31	Per Square Foot Per Year
Terminal Commercial Office Space	\$48.07	Per Square Foot Per Year
Terminal Retail Space	\$26.00	Per Square Foot Per Year, or as negotiated.

**Unimproved/Raw Land** – properties requiring significant improvement and/or site development

■ **10%** of Appraised Value; Per Square Foot Per Year

**MISCELLANEOUS FEES – AND OTHER CHARGES:**

Service	Rate	Comments
Escorts	\$50.00	Per hour
Notary	\$10.00	Per signature page
Copy/Print	\$0.25	Per sheet
Fax	\$0.25	Per sheet

**NON-TENANT BUSINESSES:**

**NOTE:** Non-Tenant Businesses shall *not* be allowed to conduct business at the Airport without first obtaining a **Non-Tenant Business Permit** and may be required to make escort arrangements with the Airport [See Operating Permits]. Non-Tenant Businesses shall be charged fees consistent with tenants who have concession or permanent facilities at the Airport. See Airport website for *Minimum Standards*, Section 16 [<http://www.talgov.com/airport/misc.cfm>].

**What is a Non-Tenant Business?** Any person or entity, *not* having an agreement, concession, or other contract with the Tallahassee Regional Airport governing its operations such as (a) hotels and motels providing passenger service to or from the Airport, (b) limousines for hire, (c) taxicabs, (d) rental car agencies, (e) food services, (f) ground handling, (g) Through The Fence Operations, and (h) others who perform operations without permanent facilities on Airport property.

**PERMITS:**

Business	Rate	Comments
Courier Vehicle	\$100.00	Access Charge: per vehicle decal
Hotel Shuttles	\$100.00	Access Charge: per vehicle decal
Limousines	\$100.00	Access Charge: per vehicle decal
Rental Car Shuttle	\$100.00	Access Charge: per vehicle decal
Specialized Operations	\$100.00	Access Charge: per day
Taxicabs	\$0.00	Waived Access Charge: Provides incentives for new and/or alternative-fuel vehicles. Vehicle Model Age 1-5 years
Taxicabs	\$250.00	Access Charge: per vehicle decal Vehicle Model Age 6-9 years
Taxicabs	\$400.00	Access Charge: per vehicle decal Vehicle Model Age 10-14 years
Taxicabs	-----	Access Charge: per vehicle decal Vehicle Model Age 15 years or older will not be permitted.

**PARKING:****Hourly Lot:**

Rate	Comments
FREE	00 to 10 Minutes
\$1.00	11 to 30 Minutes
\$3.00	31 to 60 Minutes
\$3.00	Each Additional 30 Minutes
\$13.00	Daily Maximum

**Daily Lot:**

Rate	Comments
FREE	00 to 10Minutes
\$2.00	11 to 30 Minutes
\$2.00	Each Additional 30 Minutes
\$11.00	Daily Maximum

**Non-Based Airline Employee Parking:**

Rate	Comments
\$180.00	Per Year

**Parking Fines:**

\$50.00	Per Vehicle; illegally parked
\$250.00	Per Vehicle; handicap parking

**NOTE:** Except as otherwise provided, parking fines shall be \$50.00 for each offense if paid within seven days of the violation. If not paid within seven days, each fine shall be \$75.00 per offense, if paid prior to the issuance of a notice of delinquency. Upon the issuance of a notice of delinquency, each fine will be \$100.00 per offense.

**RENTAL CAR:**

<u>Terminal</u>	Rate	Comments
Rental Car Counter/Office	\$51.28	Per Square Foot Per Year [Terminal]
Ready/Return Spaces	\$36.00	Per Vehicle Space; Per Month [Terminal]
<u>Service Facility</u>		
Building	\$5.00	Per Square Foot Per Year
Parking - Improved	\$0.31	Per Square Foot Per Year
Parking - Unimproved	\$0.19	Per Square Foot Per Year
<u>Concession Fee</u>		
On Airport Rental Cars	10%	of Gross Receipts or Minimum Annual Guarantee [the greater of % or MAG]
Off Airport Rental Cars	10%	of Gross Receipts from Airport Customers

**NOTE:** Rental Car concessions are awarded according to 5-year competitive *Bid* effective February 2010 due to expire on January 31, 2015.

## SPECIALIZED OPERATIONS:

**Specialized Operations** are commercial flying services for hire for the purpose of providing, but are not limited to:

- (a) non-stop sightseeing flights that begin and end at Tallahassee Regional Airport,
- (b) crop dusting, seeding, spraying, and bird chasing,
- (c) banner towing or aerial advertising,
- (d) aerial photography or survey,
- (e) power line or pipe line patrol,
- (f) fire fighting,
- (g) hot air balloon or blimp operations,
- (h) cargo flights by non-tenants, and
- (i) carrier services.

Specialized Operators that are not authorized to provide services as part of a FBO/SASO agreement with the Airport must secure a permit. See Airport website [<http://www.tal.gov.com/airport/misc.cfm>] for *Minimum Standards*, Section 17.

## THROUGH THE FENCE OPERATIONS:

**Through the Fence Operations** are:

- (a) independent operators offering an aeronautical activity who do not maintain permanent facilities on the airport; however, they are allowed by Agreement to access the AOA, or
- (b) aircraft based on land adjacent to, but not part of the Airport property who are allowed by Agreement to access the AOA.

These Operators will be authorized the use of Airport property, but will not be required to occupy space at the Airport. See Airport website [<http://www.tal.gov.com/airport/misc.cfm>] for *Minimum Standards*, Section 18.

The providers will be required to pay a fee:

- (a) aeronautical providers pay 10% of the gross revenue derived from the Airport service provided unless aeronautical service is provided under a contract to a carrier evidenced by an agreement for which provider will only be required to pay a \$100 per year permit fee; and
- (b) aircraft based on land adjacent to Airport property pays a negotiated fee.

