



## Rates and Charges

FY25



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### **Airport Director's Authority**

The Airport Director shall be authorized to assess or waive fees not specifically addressed in the Rates and Charges. For example: the use of airport conference room, vehicle parking areas, and other related fees and charges that may occur on an infrequent basis.

### **Adjustment of Rates and Charges**

The airport rates and charges will be assessed every year during the budget process. The Airport Director will research commensurate airports within the region to ensure our rates and charges are competitive within our market. The market research may extend to airports farther away from the region, due to the limited number of airports in the Houston Metro area that fall within our category. With that being said other airports chosen for the study will be of the general aviation airport category with a service level of regional and a role of national according to the FAA's National Plan of Integrated Airport System (NPIAS).

There are currently 107 National level airports in the U.S. and only 14 in the state of TX which are:

**KADS - Addison Airport**  
**KGKY - Arlington Municipal**  
**KHYI - San Marcos Regional**  
**KDTO - Denton Enterprise**  
**KGTO - Georgetown Municipal**  
**KBAZ - New Braunfels National**  
**KSKF - Kelly Field**  
**KTKI - McKinney National Airport**  
**KRDB - Dallas Executive**  
**KAFW - Fort Worth Alliance**  
**KFTW - Fort Worth Meacham**  
**KEFD - Ellington Field**  
**KCXO - Conroe North Houston Regional**  
**KSGR - Sugar Land Regional**

## Rates and Charges

### **Aviation Ground Lease**

Aviation ground lease rates are for any parcel of land lease for the purpose of construction or conducting aviation activity on.

**Lease rate: \$0.17/sf - per year**

### **Commercial/Non-Aviation Ground Lease**

Commercial/non-aviation ground leases are for specified parcels of land identified in the latest FAA approved Airport Layout Plan (ALP). The use and types of development on these parcels is subject to approval. Commercial/non-aviation ground leases will be subject to a commercial activity fee (CAF). This fee is related to an operation conducted for the purpose of securing earnings, income, compensation, reimbursement, and/or profit, whether or not these objectives are accomplished. The CAF will be based on a percentage of annual gross sales.

**Lease rate: Fair Market Value Assessment**

**CAF: 1.5% Gross Sales-per year**

### **Short Term Temporary Use of Non-Aviation land**

At the discretion of the Airport Director, land classified as non-aviation can be used for short term temporary use on an as needed basis. (See Exhibit A)

#### **Short term non-aviation fees:**

**Lot A - \$250 per month (1 month minimum)**

**Lot B - \$250 per month (1 month minimum)**

**Lot C - \$350 per month (1 month minimum)**

### **Lease Assignment Fee**

If a tenant assigns their right, title, and/or interest of their ground lease to another individual or entity, a lease assignment fee will be assessed.

**Assignment fee: \$500.00**

### **Contract/Lease Amendment Fee**

For any tenant initiated/requested contract/lease amendment a fee will be assessed.

**Amendment fee: \$200.00**

### **Airport Directory Sign Name Change Fee**

For any name changes to changes to hangar assignment for the main directory sign. This fee will also include the smaller satellite directory name change.

**Directory Sign Fee: \$100.00**

### **Fuel Farm Ground Lease**

The fuel farm ground lease is for fixed based operators (FBO) and approved self fueler's to place above ground fuel storage tanks for the purpose of storing and dispensing aviation fuels into a refueling truck.

**Lease rate: \$0.09/sf-per year**

### **Fuel Flowage Fee**

All users of the airport who conduct fueling operations will be assessed a fuel flowage fee based on number of gallons delivered onto the airport into their respective fuel tank or fuel vehicles.

**Flowage fee: \$0.10/gallon (For Public Sale)**

**\$0.15/gallon (For Personal Use/Self Fueling)**

### **Air Cargo Operation Fee**

Any aircraft operating a commercial air cargo operation at the Conroe North Houston Regional Airport shall pay a fee based on gross weight of cargo for each loaded departure and arrival. The

operator must submit payment along with the cargo manifest documents associated with each flight.

**Fee rate:      \$0.05/lb.**

**U.S. Customs FIS International Clearing Fees**

Any aircraft entering the United States through the Conroe North Houston Regional Airport shall pay fees associated with their respective weight class of the aircraft, and are subject to overtime fees as directed by the U.S. Customs Officer. Regulated garbage will be collected from arriving flights and fees will be applied with the exception of Canadian arrivals. The Conroe North Houston Regional Airport classifies any and all waste removed from an aircraft that is not arriving from Canada to be considered “regulated”.

**U.S. Customs Fees:**

<b>Aircraft up to 8,000lbs.</b>	<b>\$150.00</b>
<b>Aircraft from 8,001lbs.-12,000lbs.</b>	<b>\$265.00</b>
<b>Aircraft from 8,001lbs - 20,000lbs.</b>	<b>\$375.00</b>
<b>Aircraft from 20,001lbs – 50,000lbs</b>	<b>\$450.00</b>
<b>Aircraft 50,000 or greater -</b>	<b>\$525.00</b>
<b>Overtime Fee (added to clearing fee)</b>	<b>\$275.00</b>
<b>Regulated trash disposal fee</b>	<b>\$250.00/bag</b>

**Airport Admin. Conference Room Rental**

The airport administration building’s conference room can be rented on an as needed/first come first serve basis on either a half day or full day rental. No rental or use of conference room outside of business hours

**Lease rate:    \$20.00 – half day**  
**\$35.00 – full day**

