

# Airport Parking Rate and Badging Fees

Council Meeting December 02, 2025



**FLAGSTAFF AIRPORT**  
GRAND DESTINATIONS



# Airport Parking/Badging

## Airport Parking Background

- Two parking lots – Terminal and Economy
- Terminal Lot (385 spaces) opened in 1993, expanded in 1997
- Economy Lot (413 spaces) and paid parking system opened June 2023
- Number of vehicles parked exceeds terminal lot capacity during busy travel times (approx. 550)





# Airport Parking/Badging

## Airport Parking Background

- Parking fees were established in 2021 but not implemented until 2023
- Airport enplanements in CY 2024 up 6.88% from 2023 (79,081 passengers)
- Enplanements up 5.5% year-to-date
- US airline passenger traffic was up 5.2% in CY 2024 and is down 1.0% YTD (per US Bureau of Transportation Statistics)
- Air traffic in FLG is increasing compared to national average



# Airport Parking/Badging



## Parking Rates Discussion

- Staff reviewed parking rates at 10 airports in the region
- Proposed Terminal Lot rate in line with other airports
- Proposed Economy Lot rate among the least expensive
- Airport customers have requested a monthly fee for our paid parking lots
- During Calendar Year 2024, staff identified approximately 150 transactions where no fee was collected due to a lost ticket
- We expect that lost ticket fees will reduce the number of lost tickets
- Only new monthly rate and lost ticket fee effective January 15, 2026
- All parking rates and fees increase July 1, 2026



# Airport Parking/Badging



## Parking Rates Outreach – Airport Commission

- December 2024 – Staff provided an airport budget overview that included current airport fees and the proposed approach to new fees and fee increases.
- January 2025 – Proposed parking fees were presented. The Commission voted in favor of the proposed monthly rates and lost ticket fees and asked for more information regarding the proposed fee increases at future meetings.
- May 2025 – Additional information was presented about the proposed parking fee increase, and the Commission voted 3-2 in favor of the proposed rates.



# Airport Parking/Badging

## Proposed Parking Rates

Proposed Rates	Current Rates	Effective January 15, 2026	Effective July 1, 2026
<b>Terminal Lot Rates</b>			
1 <sup>st</sup> hour	Free	Free	Free
Per hour rate (after 1 <sup>st</sup> hour)	\$ 2.00	\$ 2.00	\$ 2.00
Per day rate – Terminal Lot	\$ 8.00	\$ 8.00	\$ 10.00
Weekly rate – Terminal Lot	\$ 48.00	\$ 48.00	\$ 60.00
Monthly rate – Terminal*	-	\$160.00	\$200.00
Lost Ticket Fee – Terminal	-	\$72.00	\$90.00
<b>Economy Lot Rates</b>			
1 <sup>st</sup> hour	Free	Free	Free
Per hour rate (after 1 <sup>st</sup> hour)	\$ 2.00	\$ 2.00	\$ 2.00
Per day rate – Economy Lot	\$ 6.00	\$ 6.00	\$ 7.00
Weekly rate – Economy Lot	\$ 36.00	\$ 36.00	\$ 42.00
Monthly rate – Economy*	-	\$120.00	\$140.00
Lost Ticket Fee – Economy	-	\$54.00	\$63.00



# Airport Parking/Badging

## Security Badging Background

- Airport is required to maintain an Airport Security Program (ASP) by the Transportation Security Administration (TSA)
- ASP includes access control and personnel background screening
- Personnel requiring unescorted access to the airfield and terminal issued security credentials (badges)
- Airport does not currently charge for issuing security badges or conducting background checks
- Different security badges and background checks required to access different areas of the airport
  - AOA – Air Operations Area
  - SIDA – Secure Identification Display Area
  - Sterile Area



# Airport Parking/Badging

## Security Badging Background

- Airport Number of Badges Issued Annually
  - AOA – 135
  - SIDA/Sterile – 90
- No limit to the number of badges that can be issued per tenant.
- Total annual cost to airport approximately \$20,000

Cost Category	AOA Initial	AOA Renewal	SIDA/Sterile Initial	SIDA/Sterile Renewal	Lost Badge
Staff time/expense	2 hrs/\$70	0.5 hrs/\$17	3 hrs/\$105	1.5 hrs/\$53	2 hrs/\$70
Supplies	\$4	\$4	\$4	\$4	\$4
Postage and handling	\$0	\$0	\$19	\$0	\$0
Fingerprint fees	\$0	\$0	\$37	\$0	\$0
Enrollment fees (\$6 annual)	\$12	\$12	\$12	\$12	\$0
<b>Total</b>	<b>\$86</b>	<b>\$33</b>	<b>\$177</b>	<b>\$125</b>	<b>\$74</b>
<b>Total Excluding Labor</b>	<b>\$16</b>	<b>\$16</b>	<b>\$72</b>	<b>\$16</b>	<b>\$4</b>



# Airport Parking/Badging

## Security Badging Discussion

- Staff reviewed badge fees at 10 airports in the region
- Proposed badge fees are in line with similar airports
- Proposing different initial and renewal badge fees due to different costs to airport
- Lost ticket fees intended to encourage users to keep track of badges
- Too many lost badges (5%) = all airport badges must be redesigned and replaced
- Badges good for up to two years
- Badge fees effective January 15, 2026
- Rate increase July 1, 2027



# Airport Parking/Badging

## Proposed Security

## Badging Fees

Proposed Rates	Effective 01/15/2026	Effective 7/1/2027
Air Operations Area (AOA) - Initial	\$40	\$50
Air Operations Area (AOA) - Renewal	\$20	\$25
Security Identification Display Area (SIDA) & Sterile - Initial	\$75	\$100
Security Identification Display Area (SIDA) & Sterile - Renewal	\$50	\$75
Lost Badge Fee (First Occurrence)	\$50	\$75
Lost Badge Fee (Second Occurrence)	\$75	\$100
Lost Badge Fee (After Second Occurrence)	\$100	\$125



# Airport Parking/Badging

## Badging Fee Outreach – Airport Commission

- December 2024 – Staff provided an airport budget overview that included current airport fees and the proposed approach to new fees and fee increases.
- May 2025 – The proposed badging fees were presented by airport staff, and the Commission requested additional information to be presented at a future meeting and a fee waiver for contractors working on airport-funded projects before voting.
- August 2025 – Airport staff presented additional information about the proposed badge fees with revisions requested in the previous discussion. The Commission voted 3-1 in favor of the proposed badge fees.



# Airport Rates and Fees Analysis

## Financial Overview – Parking Transactions

- During Calendar Year 2024, the Airports lots saw 17,468 paid transactions
  - Terminal Lot saw 64% of the transactions (11,154)
  - Economy Lot saw 36% of the transactions (6,314)
  - Approximately 150 lost tickets with no revenues
- Based on Billing Data
  - 2/3<sup>rd</sup> of transactions are less than 6 days
  - 65 transactions were greater than 4 weeks

Length of stays	Rates	Terminal Lot Transactions	Terminal %	Economy Lot Transactions	Economy %
2-3 Hours	Hourly Rates	1,445	13%	341	5%
>3 Hours and < 6 days	Daily Rates +	7,336	66%	3,889	62%
6 Days and Longer	Weekly Rates +	2,373	21%	2,084	33%
		11,154		6,314	



# Airport Rates and Fees Analysis

## Financial Overview – Parking Fees/Lost Tickets

- During Calendar Year 2024, staff identified approximately 150 transactions where no fee was collected due to a lost ticket
- We expect that change in fees will reduce the number of lost tickets
- Anticipated annual revenues for Lost or Damaged Tickets
  - \$3,700 for FY 2025-26 (6 months)
  - \$9,126 for FY 2026-27

Lost/Damaged Ticket	Estimated Transactions	Percent of Total	Proposed Rate 07/01/2026	Estimated Annual Revenue
Terminal Lot	72	64%	\$ 90	\$ 6,480
Economy Lot	42	36%	\$ 63	\$ 2,646
				\$ 9,126



# Airport Rates and Fees Analysis

## Financial Overview – Parking Rates

TERMINAL LOT	Hourly Details	Daily Details	Weekly Details	Monthly Details	Lost Ticket Fees
<b>Current Rates</b>	\$ 2.00	\$ 8.00	\$ 48.00	No Rate	No Rate
<b>Current Revenues</b>	\$ 8,618	\$ 200,368	\$ 133,008	\$ 0	\$ 0
<b>Proposed Rates 7/1/2026</b>	\$ 2.00 (No change)	\$ 10.00 (+\$ 2.00)	\$ 60.00 (+ \$12.00)	\$ 200.00 (New)	\$ 90.00 (New)
<b>Increased Revenues</b>	\$ 0	\$ 49,942	\$ 30,132	\$ 2,600	\$ 6,480

ECONOMY LOT	Hourly Details	Daily Details	Weekly Details	Monthly Details	Lost Ticket Fees
<b>Current Rates</b>	\$ 2.00	\$ 6.00	\$ 36.00	No Rate	No Rate
<b>Current Revenues</b>	\$ 2,340	\$ 87,474	\$ 98,820	\$ 0	\$ 0
<b>Proposed Rates 7/1/2026</b>	\$ 2.00 (No change)	\$ 7.00 (+\$ 1.00)	\$ 42.00 (+ \$ 6.00)	\$ 140.00 (New)	\$ 63.00 (New)
<b>Increased Revenues</b>	\$ 0	\$ 14,271	\$ 6,978	\$ 9,380	\$ 2,646



# Airport Rates and Fees Analysis

## Financial Overview – Security Badging Fees

- Security badging provides benefits to the airport, therefore not considering full cost recovery
- Need to establish a fee for lost badge replacements
- Contractors hired by the City for Airport Projects receive free badging

Security Badges	Estimated Annual Quantity	Proposed Rate 01/15/2026 *	Estimated Annual Revenues
AOA - Initial Badge	100	\$ 40 (47%)	\$ 4,000
AOA - Badge Renewal	35	\$ 20 (61%)	\$ 700
SIDA - Initial Badge	60	\$ 75 (41%)	\$ 4,500
SIDA - Badge Renewal	30	\$ 50 (40%)	\$ 1,500
Lost Badge – First Occurrence	8	\$ 50 (68%)	\$ 400
Lost Badge – Second Occurrence	2	\$ 75 (100%)	\$ 150
Lost Badge – After Second Occurrence	-	\$ 100	\$ -
Totals	235		\$ 11,250

\* Estimated cost recover in parenthesis.



# Airport Rates and Fees Analysis

## Financial Overview

- New revenues based on Parking Rates for FY 2026-27
  - Hourly Rate Change = \$ 0
  - Daily Rate Change = \$ 64,212
  - Weekly Rate Change = \$ 37,110
  - New Monthly Rate = \$ 11,980
  - New Lost Ticket Fee = \$ 9,126
  - Total new parking revenue = \$122,428
- New revenues Airport Security Badges for FY 2026-27
  - All Badges = \$ 11,250
- Total new FY 2026-27 Revenues approximately \$133,678



# Timeline for Adoption

## Next Steps for Adoption

- December 2<sup>nd</sup> – 1<sup>st</sup> Read of the Ordinance
  - Contractors and City staff working for the City on Flagstaff Airport projects are exempt from the initial and renewal badge fees listed above; but are required to pay lost badge fees
- December 16<sup>th</sup> – 2<sup>nd</sup> Read and Adoption of the Ordinance
- January 15, 2026 – New rates and fees effective

# Airport Parking Rates and Badging Fee Adoption

City Council Meeting  
December 02, 2025



City Council

Questions and Comments