A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/5/2018
Agenda Placement: 6Q

# NAPA COUNTY BOARD OF SUPERVISORS
# **Board Agenda Letter**

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| **TO:** | Board of Supervisors |
| **FROM:** | Mary Booher for Minh Tran - County Executive Officer<br>County Executive Office |
| **REPORT BY:** | Bret Prebula, Principal Management Analyst - 707-253-4826 |
| **SUBJECT:** | County Consent to the sale of Corporate Airpark, Inc.to Lynx FBO Enterprise, LLC as an operator of a Fixed Based Operator at the Napa Airport. |

## RECOMMENDATION

County Executive Officer requests the Board consent to the transfer of ownership of Corporate Airpark Inc. (holding company for Napa Jet Center) to Lynx FBO Enterprise, LLC. effective June 5, 2018, in order to operate the Fixed Based Operator known as Napa Jet Center within the Napa County Airport.

## EXECUTIVE SUMMARY

The County is recommending the Board consent to the sale of Corporate Airpark, Inc. (holding company of Napa Jet Center) to Lynx FBO Enterprise, LLC in order to continue the Fixed Based Operator (FBO) operations at the Napa County Airport. Assuming the requested action is approved, the effective date of consent by the County shall be June 5, 2018.

## FISCAL IMPACT

Is there a Fiscal Impact? No

## ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

A Fixed-Base Operator (FBO) is an organization granted the right by an airport to operate at the airport and provide aeronautical services such as fueling, hangaring, tie-down and parking, aircraft rental, aircraft maintenance, flight instruction, and similar services.

Napa Jet Center has been in operation as a FBO at Napa Airport for more than 60 years. The current ownership has operated the business since 1998. The current ownership group, Corporate Airpark, LLC (the holding company for Napa Jet Center), is selling the business to Lynx FBO Enterprise, LLC. As part of this ownership transfer, County consent is required, specifically regarding the transfer of the remaining term (9 1/2 years) of the current leases held by Napa Jet Center (the operating arm of Corporate Airpark, LLC). Staff is requesting the Board consent to this transfer of ownership, effective June 5, 2018.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan