



# City of Muscatine



## AGENDA ITEM SUMMARY

DATE: August 19, 2021

### STAFF

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Jodi Royal-Goodwin, Community Development Director

### SUBJECT

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Request to amend the Airport Manager's Agreement for the Muscatine Municipal Airport

### EXECUTIVE SUMMARY

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Presented for City Council's consideration is a request to amend the Airport Management Agreement between the City of Muscatine and Carver Aero, LLC. The proposed amendment would allow the Airport Advisory Commission to approve changes to the operating hours to best meet the needs of the airport and current conditions.

### STAFF RECOMMENDATION

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Staff recommends Council approve the amendment.

### BACKGROUND/DISCUSSION

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For more than 30 years the City of Muscatine has engaged the services of a professional Airport Manager to conduct day-to-day airport operations. In June 2020, City Council approved the current management contract with Carver Aero, LLC.

The Agreement identifies hours of operations, and requirements for maintenance of buildings and grounds, mowing, snow removal, insurance coverage and related management responsibilities. This Amendment allows for the hours of operation to be altered with approval of the Airport Advisory Commission, creating more flexibility to adapt to current conditions, such as opening or closing to address consistently higher or lower usage of the facility. Carver Aero continues to provide reasonable on-call services during hours the facility is closed.

During the June 28 meeting of the Airport Advisory Commission it was recommended the Management Agreement and Fixed Base Operator Lease be amended to allow more flexibility in changing operating hours.

### CITY FINANCIAL IMPACT

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This action has no financial impact to the City's general fund.

### ATTACHMENTS

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Amendment #1 to the Airport Manager's Agreement

**AMENDMENT #1  
TO THE  
CITY OF MUSCATINE  
AIRPORT MANAGER'S AGREEMENT**

**AMENDMENTS.** This amends the agreement entered into July 1, 2020, by and between the City of Muscatine and Carver Aero, LLC, all other terms remain in full force and effect with the exception of the following (amended new language is underlined):

4(b). Carver Aero shall provide for the Airport Terminal Building to be open seven (7) days per week between the hours of 7:00 a.m. and 6:00 p.m., weather and conditions permitting, excepting designated City holidays or if such a change in hours of operation is approved by the Airport Advisory Commission. Airport Manager shall provide a reasonable response for requested services through an on-call system during approved closures of the Terminal Building.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the date entered into on the date identified above.

APPROVED by City Council this 19<sup>th</sup> day of August, 2021.

Carver Aero, LLC

CITY OF MUSCATINE

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Diana Broderson, Mayor

Attest

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Carol Webb, City Administrator