



*City of Burlington
Burlington International Airport
1200 Airport Drive, #1
South Burlington, VT 05403
(802) 863-2874
www.btv.aero*

MEMO

TO: Board of Finance

FROM: Ryan Betcher, Burlington International Airport

DATE: June 17, 2013

SUBJECT: Finance Board Approval Request – TSA Terminal Lease Space Renewal

The Burlington Airport seeks Finance Board and City Council approval and authorization for the City to enter into a lease agreement for office space within the terminal building.

The TSA is seeking renew a lease agreement with the City of Burlington for the lease of 2,860 square feet of office space within the terminal building. The lease rate will be \$51 per square foot and will increase annually by the annual change in CPI.

The lease will begin on July 1, 2013 and expire on June 30, 2016. The lease will also contain a mutually agreeable renewal term for another three years at the same lease rate and begin on July 1, 2016 and expire June 30, 2019.

The Airport Commission approved the Easement agreement on June 12, 2013.

Thank you for your consideration.

**AUTHORIZATION TO EXECUTE LEASE RENEWAL
WITH TRANSPORTATION SECURITY ADMINISTRATION
AT BURLINGTON INTERNATIONAL AIRPORT**

In the year Two Thousand Thirteen.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City of Burlington (“City”) owns and operates the Burlington International Airport in South Burlington, Vermont (“Airport”); and

WHEREAS, the City owns land and a building at the Airport known as 1200 Airport Drive; and

WHEREAS, the Transportation Security Administration, now requests to renew a lease of 2,860 square feet at the terminal rental rate of approximately \$145,860 effective July 1, 2013, have an initial term of three years, and a renewal term of an additional three years effective July 1, 2016 (“Lease”); and

WHEREAS, the Director of Aviation Gene Richards deems the Lease to be in the best interest of the City, Airport and public airport purposes; and

WHEREAS, the Board of Airport Commissioners approved of the Lease on March 18, 2013; and

WHEREAS, the Board of Finance approved of the Lease on _____,

NOW THEREFORE BE IT RESOLVED that the Mayor of the City of Burlington, Miro Weinberger, or his designee, be and hereby is authorized to execute the Lease between the Transportation Security Administration and the City of Burlington, and such other documents as will be required for the lawful culmination of the Lease, all subject to the prior approval of the Chief Administrative Officer and the City Attorney as necessary.

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**AUTHORIZATION TO EXECUTE LEASE RENEWAL
WITH TRANSPORTATION SECURITY ADMINISTRATION
AT BURLINGTON INTERNATIONAL AIRPORT**

NAME/PURPOSE OF CONTRACTS:	TSA Lease Renewal
ADMINISTRATING DEPARTMENT:	Airport
CONTRACT AMOUNTS:	Per Agreement
CONTRACT TERM:	Five years and one month effective July 1, 2013
RENEWAL TERM:	Five years effective July 1, 2016
DESIGNATION OF FUNDS:	
FISCAL YEAR:	2013
ACCOUNT NAME:	Terminal Non-Airline
ACCOUNT NUMBER:	400-35-430.4505
200020-70 ; Resolution – “TSA” Lease Renewal	