701 East Broadway, Columbia, Missouri 65201

Council Memo

Department Source: City Manager
To: City Council
From: City Manager & Staff
Council Meeting Date: May 4, 2026
Re: Approval of an Airport Lease Agreement between the City of Columbia and Allegiant Air LLC for space at Columbia Regional Airport.
Impacted Ward: Airport

Executive Summary

Requesting authorization of a five-year lease agreement with Allegiant Air LLC for exclusive passenger terminal use space and shared joint-use space at the Columbia Regional Airport. The lease term will begin on June 1, 2026, and run through May 31, 2031.

Discussion

Leased Premises: This agreement grants Allegiant exclusive use of 814.5 square feet for a ticket counter and an Airline Operations Office.
Shared Space: Allegiant will receive joint use of the secured gate area, baggage claim, employee parking, and the public address system at no additional charge.
Maintenance & Utilities: The City will provide water, sewer, gas, and electricity to the leased premises, while Allegiant will provide its own telecommunications and internet services. The City will maintain the public spaces, runways, taxiways, and aprons, while Allegiant is responsible for routine maintenance and custodial services of its exclusive office and ticket counter areas.

Allegiant Air will lease 814.5 square feet of ground space at Columbia Regional Airport at an annual rate of $15.00 per square foot.

Fiscal Impact

Short-Term Impact: For the first twelve-month period, Allegiant's rent for the exclusive use space is $15.00 per square foot, generating $12,217.50 annually. For the second twelve-month period, the rate increases to $15.15 per square foot, generating $12,347.82 annually. The City will also collect monthly landing fees based on the volume of revenue landings. Note that the first two years are waived due to the air services agreement.
Long-Term Impact: The rent incrementally increases by $0.15 per square foot each year of the five-year term. By the fifth twelve-month period, rent will be $15.60 per square foot, generating $12,706.20 annually.

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:
Primary Impact: Reliable and Sustainable Infrastructure, Secondary Impact: Resilient Economy, Tertiary Impact: Organizational Excellence

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Comprehensive Plan Impacts:
Primary Impact: Land Use & Growth Management, Secondary Impact: Economic Development, Tertiary Impact: Inter-Governmental Cooperation

Legislative History	
Date	Action
None	None

Suggested Council Action

Adopt a resolution authorizing the City Manager to execute the Airport Lease Agreement with Allegiant Air LLC.