



Department Source: Economic Development

To: City Council

From: City Manager & Staff

Council Meeting Date: August 19, 2024

Re: Authorizing a lease agreement with Transportation Security Administration at Columbia Regional Airport.

Executive Summary

Authorizing the City Manager to execute a lease agreement with Transportation Security Administration (TSA) to lease space in the building currently being remodeled located at 11400 Airport Drive, which is just south of the airport terminal, for a five-year period beginning November 1, 2025.

Discussion

The building just south of the new terminal at Columbia Regional Airport, is underway for the purposes of housing a new rental car facility, airport administration offices and TSA administration offices. Once construction is complete, TSA will vacate their current space in the North Building and move into the new location at 11400 Airport Drive. The new lease agreement is for a five-year period beginning November 1, 2025 with an annual rent of \$29,580.08.

The lease agreement also includes language about TSA's responsibility to design and construct the 1,179 square foot area that they will occupy with no cost to the city. A diagram of the space is included in the lease agreement.

Fiscal Impact

Short-Term Impact: Lease agreement will generate \$29,580.08 per year for the next two years

Long-Term Impact: Lease agreement will generate \$29,580.08 per year with periodic rate adjustments.

Strategic & Comprehensive Plan Impact

[Strategic Plan Impacts:](#)

Primary Impact: Safe Community, Secondary Impact: Organizational Excellence, Tertiary Impact: Tertiary

[Comprehensive Plan Impacts:](#)

Primary Impact: Inter-Governmental Cooperation, Secondary Impact: Secondary, Tertiary Impact: Tertiary



Legislative History

Date	Action
11/16/2023	B268-23 Council authorized Lease Amendment No. 1 to the agreement with Transportation Security Administration for office and related space in the North Terminal Building.
12/17/2018	B315-18 Council authorized an agreement with Transportation Security Administration to lease 896 square feet of office and related space in the North Terminal Building.
03/21/2016	B54-16 Council authorized Transportation Security Administration (TSA) to lease an additional 600 square feet of space.
09/02/2014	B269-14 Council authorized Transportation Security Administration (TSA) to lease 296 square feet beginning November 1, 2014 for a period of 5 years.
08/03/2009	R176-09 Council Authorized Transportation Security Administration (TSA) to lease 296 square feet beginning November 1, 2009 for a period of 5 years.
09/07/2004	R171-04 Council authorized Transportation Security Administration (TSA) to lease 296 square feet beginning November 1, 2004 for a period of five years.
11/04/2002	R213-02 Council authorized Transportation Security Administration (TSA) to lease 296 square feet beginning November 1, 2002 through October 31, 2004.

Suggested Council Action

Authorize the City Manager to execute a lease agreement with Transportation Security Administration (TSA).