

City of Fayetteville Staff Review Form

2018-0082

Legistar File ID

2/20/2018

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Summer Fallen

1/22/2018

Aviation /
Transportation Services Department

Submitted By

Submitted Date

Division / Department

Action Recommendation:

Staff recommends approval and signature of the Mayor on a lease agreement with Missy Gipson for terminal space to conduct rehearsal for a community play.

Budget Impact:

<hr/>		<hr/>	
Account Number		Fund	
<hr/>		<hr/>	
Project Number		Project Title	
Budgeted Item?	NA	Current Budget	\$ -
		Funds Obligated	\$ -
		Current Balance	\$ -
Does item have a cost?	NA	Item Cost	
Budget Adjustment Attached?	NA	Budget Adjustment	
		Remaining Budget	\$ -

V20140710

Previous Ordinance or Resolution #

Original Contract Number:

Approval Date:

Comments:



MEETING OF FEBRUARY 20, 2018

TO: Mayor Lioneld Jordan
Fayetteville City Council

THRU: Don Marr, Chief of Staff

FROM: Summer Fallen, Airport Services Manager

DATE: January 22, 2018

SUBJECT: Missy Gipson Lease Agreement

RECOMMENDATION:

Staff recommends approval and signature of the Mayor on a short-term lease agreement between the City of Fayetteville and Missy Gipson.

DISCUSSION:

Missy Gipson will be conducting rehearsals in the airport terminal space for a community play.

BUDGET/STAFF IMPACT:

This lease will provide \$400 in revenue to the airport.

ATTACHMENTS:

SRF
SRM
Lease Agreement

Lease Agreement
between **The City of Fayetteville, Arkansas**
And
Missy Gipson

The purpose of this Lease Agreement is to establish an agreement between the City of Fayetteville, Arkansas (“City”) **Missy Gipson** for the use of space available in the City’s Drake Field terminal building to conduct rehearsal for the Pilot Arts’ play rehearsal.

1. **Leased Premises.** For and in consideration of the rents, covenants and agreements herein entered into and agreed upon by **MISSY GIPSON** as obligations to the City, the City lets, leases and demises unto **MISSY GIPSON**, subject to the terms and conditions contained herein, the following described property situated in Washington, County, Arkansas: Drake Field Terminal Building banquet area.

2. **Term.** This term shall commence on February 21, 2018, and shall end on March 31st, 2018. The term of this lease may be terminated early by the City without cause only upon thirty days prior written notice. The term of this lease may be extended only upon the mutual agreement of **MISSY GIPSON** and the City.

3. **Rent.** **MISSY GIPSON** agrees to pay to City of Fayetteville as rental for the term of this lease the sum of \$400 it uses the Leased Premises. The Airport Administration Office will prepare an invoice following the end of each calendar month based on the number of days the Leased Premises are used by **MISSY GIPSON**. Each monthly payment is due on or before the last day of the month in which the invoice is received. A late fee shall be imposed, at the highest rate allowable by law, on all payments which are not received by City of Fayetteville within five (5) business days from the due date.

4. **Use.** **MISSY GIPSON** agrees to use the lease premises for rehearsals during regular operating hours of the Airport Terminal, which are 6:00 a.m – 10:00 p.m. Monday through Friday and 8:00 a.m – 8:00 p.m Saturday through Sunday. **MISSY GIPSON** shall coordinate with the Airport Administration Office if the Leased Premises are required after 4:00 p.m Monday through Thursday or at any time Friday through Sunday. Classes and events shall be scheduled through the Airport Administration Office at least two weeks in advance. **MISSY GIPSON** will notify the Airport Administration Office of any cancelled classes as soon as possible. An **MISSY GIPSON** staff member or representative will be present at the beginning of a day’s classes to set up needed items and at the end of the day to clean up. **MISSY GIPSON** is not required to dismantle or move its tables and chairs at the end of the day unless notified by the Airport Administration Office.

5. **Preemptive Use or Access by the City.** **MISSY GIPSON** acknowledges that the Transportation Security Administration may require use of the Leased Premises for certain chartered flights that may interfere with **MISSY GIPSON**’s use. In the event of such preemption, the Airport Administration Office will make every effort to locate an alternative site at no additional cost to **MISSY GIPSON** but makes no guarantees. **MISSY GIPSON** shall not be

responsible for the payment of rent for any days the Leased Premises are unavailable for a previously scheduled class or event, nor shall the City be liable to **MISSY GIPSON** for any costs or expenses involved in rescheduling or relocating a class when the Leased Premises are required for use by the Transportation Security Administration or for maintenance issues.

6. **Access to Airport Terminal Amenities.** **MISSY GIPSON** staff shall have access to the attached unused kitchen area to store tables and chairs for its classes and events and **MISSY GIPSON** further agrees that its tables and chairs may be used by the City or other organizations utilizing the Leased Premises at times not scheduled for **MISSY GIPSON**'s use. **MISSY GIPSON** understands that this area is not secured at times when the Terminal Building is open to the public. The City also agrees to allow storage of media and other electronic equipment in the secured closet area in the Airport Terminal storage room as space allows. **MISSY GIPSON** agrees that the City shall not be responsible for theft or damage of any **MISSY GIPSON** property that is stored at the Airport Terminal.

The restrooms near the post office are available for **MISSY GIPSON** use. **MISSY GIPSON** agrees to provide toilet paper, paper towels and other supplies as needed for the restrooms to cover faculty, staff, student and guest use.

7. **Restricted Areas.** Access by **MISSY GIPSON** and guests to the Airport Flight Line (including but not limited to the apron, runway, hangars) is strictly prohibited.

MISSY GIPSON and guests shall not enter any offices, rooms or areas not specifically designated for their use in paragraphs 4 and 6 above. This includes, but is not limited to, the flight planning area, pilot lounge areas, TV lounge and beverage station.

MISSY GIPSON and guests will not gather or loiter in the Airport Terminal lobby area and shall enter into the Leased Premises as expeditiously as possible.

8. **Cleaning and Maintenance.** The City shall provide regular janitorial and maintenance services for the Leased Premises.

9. **Assignment.** **MISSY GIPSON** shall not assign this lease or sublet the Leased Premises without prior written consent of the City of Fayetteville. Consent for any assignment or subletting shall only be considered at the same rates as established in Paragraph 3 above. Any such assignment or subletting shall in no way relieve **MISSY GIPSON** from liability for the obligations imposed by this lease. **MISSY GIPSON** may only be released from liability by a specific written release executed by the City.

10. **Holdover.** **MISSY GIPSON** hereby agrees that upon termination of this lease by expiration or by earlier termination for any reason whatsoever, it will remove its property from the Airport Terminal immediately.

11. **Termination.** The City hereby reserves the right to terminate this lease at any time during the term of this lease if payment of rent in accordance with Paragraph 3 above is not received within five (5) business days from the due date. If the lease is terminated, **MISSY GIPSON** will remove its property from the Airport Terminal immediately.

12. **Non-Waiver.** It is agreed that the failure of City to invoke any of the available remedies under this lease or under law in the event of one or more breaches or defaults by **MISSY GIPSON** under the lease shall not be construed as a waiver of such provisions and conditions and shall not prevent the City from invoking such remedies in the event of any future breach or default.

13. **Succession.** This lease agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, successors and assigns.

14. **Severability.** Each paragraph of this lease agreement is severable from all other paragraphs. In the event any court of competent jurisdiction determines that any paragraph or subparagraph is invalid or unenforceable for any reason, all remaining paragraphs and subparagraphs will remain in full force and effect.

15. **Interpretation.** This lease agreement shall be interpreted according to and enforced under the laws of the State of Arkansas.

16. **Entire Agreement.** This lease agreement contains the entire agreement of both parties hereto, and no other oral or written agreement shall be binding on the parties hereto. This lease agreement supersedes all prior agreements, contracts and understandings of any kind between the parties relating to the subject matter hereof. This agreement may be executed in all or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

CITY OF FAYETTEVILLE:

Missy Gipson

By: _____
LIONELD JORDAN, Mayor

By: Missy Gipson

Printed Name: Missy Gipson

ATTEST:

Title: Director, Public Arts

By: _____
SONDRA SMITH, City Clerk