

**City Council  
Agenda Memo**



**City Council  
Meeting Date: November 21, 2013**

**TO: Larry D. Gilley, City Manager**  
**FROM: Don Green, Director of Aviation**  
**SUBJECT: Airport Gift Shop Operating Agreement**

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**GENERAL INFORMATION**

The current operator of the airport terminal gift shop does not want to renew his operating agreement. Therefore, the City conducted a RFP for a new airport terminal gift shop operator (CB-1408). One proposal was received from Merry McKenna, who also operates the terminal restaurant. The gift shop operating agreement will be for a two year term with no rent during this initial term.

**FUNDING/FISCAL IMPACT**

There is no impact from this agreement.

**STAFF RECOMMENDATION**

Staff recommends the City Council authorize the City Manager to execute agreement with Merry McKenna.

**BOARD OR COMMISSION RECOMMENDATION**

The Airport Development Board voted to recommend approval at its November 13<sup>th</sup> meeting.

Prepared by:

Name: Don Green

Title: Director of Aviation

Item No. 6.4

Disposition by City Council

- Approved    Ord/Res# \_\_\_\_\_
- Denied        \_\_\_\_\_
- Other         \_\_\_\_\_

\_\_\_\_\_  
City Secretary