



CITY COUNCIL MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Brett Soukup – Airport Director

DATE OF MEETING: August 25, 2025

ITEM TITLE: Approval of a Six-Month Lease Agreement with Streeter Flying Service LLC for Airport Mechanic (IA) Services

BACKGROUND:

Following direction from the Airport Board and input from the City Council at the June 2, 2025, work session, the City issued Requests for Proposals (RFPs) for both Flight Instruction Services and Mechanic (IA) Services at the Independence Municipal Airport (KIIB).

The City received one proposal for Mechanic Services from Streeter Flying Service LLC and no proposals for Flight Instruction Services. At its August 6, 2025, meeting, the Airport Board reviewed the submitted proposal and discussed how to best move forward.

DISCUSSION:

The Airport Board's primary goal is to ensure essential services remain available at the airport without interruption, especially through the upcoming winter season. The Board also desires more time to solicit broader interest from potential service providers to foster a more competitive selection process.

The consensus of the Board was that approving a short-term, six-month lease for mechanic services would provide critical service continuity. This temporary agreement allows the City to re-advertise the RFPs for both Flight Instruction and Mechanic Services in the near future, with the goal of securing more comprehensive proposals for long-term agreements.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of **encouraging a supportive environment for businesses, workforce, and economic development** and **supporting high-quality City services**. This item helps achieve that vision by ensuring that the Independence Municipal Airport continues to offer essential aircraft maintenance services, which supports local and visiting pilots, enhances the airport's reputation, and contributes to the local aviation economy.

FINANCIAL CONSIDERATION:

The proposed lease agreement with Streeter Flying Service LLC generates revenue for the City. The terms are as follows:

- **Leased Premises:** The Vault Building and T-Hangar A4E.
- **Monthly Rent:** \$575.00
- **Lease Term:** 6 months
- **Total Revenue:** \$3,450.00

The Lessee is also responsible for all propane usage costs associated with the leased premises. This is a revenue-generating item and has no negative impact on the City's budget.

RECOMMENDATION:

Staff recommends a motion to approve the six-month lease agreement with Streeter Flying Service LLC for Mechanic (IA) Services at the Independence Municipal Airport.

Staff also recommends a second motion to authorize the re-advertisement of both RFPs for Flight Instruction Services and for Mechanic (IA) Services to seek additional comprehensive proposals.