



Delegation of Authority

March 16, 2021





Overview

- Airport Action on previously approved Leases
- Airport Exhibits and Performances
- Federal Transaction Agreements
- Navigational Facilities
- T-Hangar and Short-Term Agreements
- Memorandums of Lease
- Acknowledging Receipt
- Right of Entry Agreements
- Temporary Parking Fees

Goal 6. SET THE STANDARD FOR
SOUND GOVERNANCE AND FISCAL
MANAGEMENT

6.5 Deliver services timely and
effectively with focus on continual
improvement

6.7 Deliver effective and efficient
processes to maximize value in
obtaining goods and services

Delegation of Authority for Agreements:

- Routine in nature
- Already have been approved by the City of El Paso
- Do not affect the approved City Budget
- Will make operations more efficient
- Clarifies delegated authority

Previously approved

- March 2019 – Letters of credit, release of bonds or similar financing instruments

Airport Leases (A-C)

- Letters of credit, release of bonds or similar financing instruments
 - Must be satisfactorily completed
 - Must be reviewed by City Attorney's Office
- Assist Lessee's to obtain financing
 - i.e. Estoppel Certificates
 - Must conform to the terms of the lease
- To act in matters related to capital stock owned by the Airport
 - i.e. to correct or update addressee of relevant documents

Airport Exhibit and Performances (D)

- Agreements granting permission for displays, exhibits, exhibitions and performances
 - Does not interfere with airport operations
 - Does not create a specific public forum
 - Cost does not exceed \$50,000 per year or \$100,000 over multiple years
 - Complies with purchasing policies



Federal Transaction Agreements (E-F)

- Federal Funding or reimbursements of costs related to
 - Airport operations
 - Capital improvement projects – previously approved by City Council
- Use electronic federal document systems
 - To continue or maintain federal funding agreements
 - To file for new awards or reimbursements





Revise/replace navigational facilities ^(G)

- Will be in accordance with an existing agreement with the FAA to provide land for navigational facilities (signed Oct 2009)
- Or any similar agreement in place at the time



Federal Agency Agreements ^(H)

- Letters Agreements, Memos of Understanding (MOU)
- Related to aviation activity
- Regulated, sponsored, mandated by federal agencies including:
 - Federal Aviation Administration (FAA)
 - Transportation and Security Administration (TSA)
 - National Weather Service

T-hangar and other short-term agreements (I)

- Month to month property leases, not exceeding 12 months
- If underlying lease has been authorized per city charter
- Concessionaires looking to use less than 100 sq. ft. for less than 6 months
- Property leases, first right of refusal less than 6 months
- Telephone agreements less than 6 months



Memorandums of Lease ^(J)

- Documents regarding the option to extend a lease
- Lease previously approved by City Council
- No substantive changes to the existing lease terms

Acknowledging receipt ^(K)

- Related to items presented to City Council
- i.e., appraisal reports

Right of entry agreements ^(L)

- No longer than one year
- With third parties to gain access to inspect, repair, maintain, construct



Temporary parking fees (M)

- Extend free parking past 10 minutes due to:
 - Irregular operations
 - Temporary construction
 - Emergencies or security incidents to reduce curbside traffic
- Not to exceed 30 days



Mission

Deliver exceptional services to support a high quality of life and place for our community



Vision

Develop a vibrant regional economy, safe and beautiful neighborhoods and exceptional recreational, cultural and educational opportunities powered by a high performing government



Values

Integrity, Respect, Excellence, Accountability, People