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**TO:** Mayor Greer and City Council  
**FROM:** Heather Thomas, PE – Public Works Director  
**DATE:** November 13, 2023  
**RE:** Federal Aviation Administration \_ MOA (former Lease) for Marshalltown Municipal Airport

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**Strategic Plan:**

- Strategy 1: Expand and improve development in the community.
- Strategy 2: Enhance Marshalltown’s public image.
- Strategy 3: Continually improve and sustain the City’s infrastructure, organization, and services.
- Strategy 4: Partner with citizens, for-profit, non-profit, and others to improve quality of life.

**Plan Objective:**

Not specifically identified in an objective; but necessary to sustain Marshalltown’s aviation services.

**Recommendation:**

Approve Memorandum of Agreement (MOA) with Federal Aviation Administration

**Budget Impact:**

None; This is a no-cost agreement to replace previous no-cost lease.

**Description/Background:**

The existing lease (DTFACE-05-L-00041 approved by Resolution 2004-228) we have with Federal Aviation Administration (FAA) expires this Federal Fiscal Year ending September 30<sup>th</sup>, 2024. There is a continuing need for the land rights for FAA to operate and maintain facilities required for us to continue to offer airport operations.

To improve administrative efficiency, the FAA made a national policy determination to use the format of a Memorandum of Agreement (MOA) to cover required land sites and easements for existing navigational aid (NAVAID) facilities operated by the FAA in lieu of formal leases moving forward. Their reasons for this decision include elimination of legal descriptions and use of a listing of identified facilities.

This MOA only applies to navigational aid facilities that are under existing on airport, no-cost land leases. This allows them to place, operate, and maintain their equipment on our airport property. This equipment is necessary for airport operation.

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**CITY COUNCIL**

Al Hoop, Gabriel Isom, Barry Kell, Mike Ladehoff,  
Greg Nichols, Jeff Schneider, Gary Thompson

