

## Memorandum

To: CHAIR AND MEMBERS  
Airspace Advisory Committee

Date: March 27, 2001

File: AIRSPACE  
General

From: **DEPARTMENT OF TRANSPORTATION**  
**DIVISION OF RIGHT OF WAY**  
Mail Station 37

Subject: Lessee Information - Directly Negotiated Leases with Private Entities

### SUMMARY AND DISCUSSION:

During the discussion at the January 9, 2001 Airspace Advisory Committee (AAC) meeting, the AAC recommended, in cases where the department was requesting directly negotiated leases with private entities, that certain information be available regarding the proposed lessee. This item is being presented to get input from the committee on the type and scope of information that is appropriate. I am suggesting that at a minimum the following information be available to the committee:

1. Individual or company name, with the names of principles in the company or corporation.
2. Parent corporation, if any.
3. Description of the business operations.
4. A financial statement or other information regarding the financial viability of the person or business entity to do business on the Airspace parcel.

I'm looking forward to your comments on this proposal.

SCOTT ATKINS, Chief  
Office of Airspace and Outdoor Advertising  
Division of Right of Way