

AIRPORT COMMITTEE

March 1, 2016

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Members Present:

Frey, Hatlelid, Seymour, Knudsvig, Larson, Lehner

Members Absent:

Rued

Others Present:

City Clerk, City Manager, Assistant City Attorney, Airport Director, City Assessor, Finance Director, City Comptroller, City Treasurer, HR Director, City Engineer, Assistant City Engineer, Chief Resilience Officer, Assistant City Planner, Building Official, Fire Chief, Library Director, Police Chief, Captain White, Public Works Director, Assistant Public Works Director, Public Information Officer, Alderman Connoles, Alderman Jantzer, Alderman Miller, Alderman Olson, Alderman Shomento, Nancy Simpson, Mia Dillard, Jill Schramm, Josh Wolsky, Shannon Straight, Mike Mahoney

To the Honorable Mayor and All Aldermen:

Following are the recommendations from the **Airport Committee** meeting called to order at 4:30 pm March 1, 2016:

1. The City Council approve a professional services agreement of \$24,000 plus travel related expenses to Trillion Aviation and authorize the Mayor to sign the agreement.

The above motion by Alderman Lehner, seconded by Alderman Frey and was carried unanimously.

2. The City Council approve a lease agreement contract with ARINC and authorize the Mayor to sign the agreement.

The above motion by Alderman Lehner, seconded by Alderman Frey and was carried unanimously.

3. The City Council approve the amendment to each car rental lease agreement once they have been reviewed and approved with necessary adjustments, and for the Mayor to sign each amendment.

The above motion by Alderman Lehner, seconded by Alderman Frey and was carried unanimously.

4. The City Council approve funding for terminal transition consulting services with Chrysalis Consulting for an additional not-to-exceed amount of \$75,000 and allow the Mayor to sign all documents. It is also recommended the City Council pass an ordinance amending the 2016 annual budget to increase the Airport professional service contract expenses using sales tax major projects.

The above motion by Alderman Lehner, seconded by Alderman Frey and was carried unanimously.

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5. Airport Director Project/Program Updates

The Airport Director stated the VIP event and Airport Terminal Open House were successful. Approximately 5,000 people were in attendance and the feedback received has been impressive. He thanked Chrysalis for all of their hard work during the final transition and stated that so far, there have not been any delays at the new airport. He also mentioned there was a meeting with the Associate Administrator of Airports from the FAA who was given a tour of the terminal and said the look and layout are one of the best he has seen.

Mike Mahoney of KLJ gave his update for the terminal project by proclaiming, it's open! He stated there are just a few minor change orders being completed and the final cleaning will continue for a couple more weeks. Over the span of the project there was a contract increase of only 5.81%.

6. Request for Qualifications- Engineering, Planning and Environmental

The Airport Director explained the current contract with KLJ will expire in June. New FAA rules require a separate RFQ be submitted for engineering, planning and environmental. He continued by saying a review team will be requested.

There being no further business, the meeting adjourned at 4:37 pm.

Respectfully submitted,
Kelly Matalka
City Clerk