

AIRPORT COMMITTEE

August 30, 2016

Page 1

Members Present:

Olson, Hatlelid, Larson, Rued, Withus

Members Absent:

Lehner, Shomento

Others Present:

City Clerk, Acting City Manager, City Attorney, Airport Director, HR Director, City Assessor, City Treasurer, City Comptroller, Internal Auditor, Assistant City Engineer, Traffic Engineer, Fire Chief, Police Chief, Captain White, Assistant Public Works Director, Public Information Officer, Aldermen; Jantzer, Podrygula, Straight, Sipma, Olson, Pankow, Frantsvog, Hedberg, Josh Wolsky, Jill Schramm

To the Honorable Mayor and All Aldermen:

Following are the recommendations from the **Airport Committee** meeting called to order at 4:36 pm August 30, 2016:

1. The City Council award the security contract to Bismarck-Mandan Security, Inc. for the period of September 1, 2016 through July 31, 2018 and pass an ordinance to amend the 2016 annual budget to increase the Airport professional service contract expenses using sales tax major projects.

The above motion by Alderman Withus, seconded by Committee Member Rued and was carried by the following roll call vote: ayes: Hatlelid, Larson, Olson, Rued, Withus. nays: none

3. The City Council accept the contract with KLJ to provide project management services to the Airport as well as approve the allocation of sales tax funds for payment of the contract, and further authorize the Mayor to sign any necessary documents.

The above motion by Alderman Withus, seconded by Committee Member Rued and was carried by the following roll call vote: ayes: Hatlelid, Larson, Olson, Rued, Withus. nays: none

4. The City Council accept the bid from Westlie Ford to provide the SRE truck to the Airport for \$240,745 as well as approve the allocation of sales tax funds in the amount of \$9,950 and reallocate \$2,087.50 from the Airport landscaping budget, for the City’s share of the cost and further authorize the Mayor to sign any necessary documents.

The above motion by Alderman Withus, seconded by Committee Member Rued and was carried by the following roll call vote: ayes: Hatlelid, Larson, Olson, Rued, Withus. nays: none

5. The City Council accept the bid of Standard Signs Inc. for \$84,767.60 to provide the LED Lighting upgrade to the Airport as well as approve the allocation of sales tax funds in the amount of \$4,000 and reallocate \$238.38 from the Airport landscaping budget for the City’s share of the cost, and further authorize the Mayor to sign any necessary documents.

The above motion by Alderman Withus, seconded by Committee Member Rued and was carried by the following roll call vote: ayes: Hatlelid, Larson, Olson, Rued, Withus. nays: none

AIRPORT COMMITTEE

August 30, 2016

Page 2

6. The City Council accept the qualifications of IF LaFleur and Sons to provide equipment and service to the Airport Arcade and further authorize the Mayor to sign any necessary documents.

The above motion by Alderman Withus, seconded by Committee Member Rued and was carried by the following roll call vote: ayes: Hatlelid, Larson, Olson, Rued, Withus. nays: none

2. The City Council award the bid to Dig It Up Backhoe Services for the general construction component in the amount of \$342,523.75 and Main Electric for electrical construction component in the amount of \$327,514.83 for the 1988 terminal demolition. In addition, approve reallocation of sales tax dollars from the Landscape Project as approved at the August 1, 2016 Council meeting in the amount of \$15,141.93 and further authorize the Mayor to sign the necessary documentation.

The above motion by Alderman Hatlelid, seconded by Committee Member Rued.

Committee member Larson asked about the electrical portion of the demolition and stated his concern over the cost. The Airport Director explained, there are specific plans as to how to remove the electrical components under the building without causing any damage to the water lines, current electrical wires and fibers. KLJ's oversight will facilitate daily review and weekly progress reports.

The above motion by Alderman Hatlelid, seconded by Committee Member Rued and was carried by the following roll call vote: ayes: Hatlelid, Larson, Olson, Rued, Withus. nays: none

7. Airport Director Project/Program Updates

The Airport Director gave an update on the FAA funding for several projects approved earlier. He said he has not received the offer yet but will hopefully bring it to Council September 6th in order to meet the September 12th deadline. He stated, the old terminal demolition project will begin October 3rd, take one month to complete and should have the final closeout done by December 1st. He said there will be a meeting the following day regarding the Master Plan progress but it is on track for completion next summer. Runway 8-26 is currently closed for repair on the Precision Approach Path Finder (PAPI), which is being done at no cost to the City. He alerted of an upcoming project to relocate a power box outside of the Runway Safety Area (RSA). That project will be done at a cost share of 90% FAA, 5% State and 5% City funds.

He continued by saying enplanements have remained steady for the year and the monthly load factor is at a very good rate indicating good business. He stated, the car rentals have still been low but the concessions are doing very well and are staying well above the minimum annual guarantee required.

Committee member Rued asked about the rental car area after demolition of the old terminal to which the Airport Director replied by saying, that space will most likely be used as a quick turn area where rental cars can be cleaned and refueled. It will be described in the Master Plan Process in more detail but he assured there would be a closer drop off location for rentals near the new terminal.

There being no further business, the meeting adjourned at 4:53 pm.

Respectfully submitted,
Kelly Matalka
City Clerk