

## **AIRPORT COMMITTEE**

Tuesday, February 28, 2017  
Immediately following the Finance and Improvements Committee  
(No earlier than 4:30 p.m.)  
City Council Chambers

### **A G E N D A**

1. [Engineering Miscellaneous Services Account](#)
2. [Airport Activities, Reports and Project Updates](#)

## **AIRPORT COMMITTEE**

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MEMO TO: Airport Committee  
FROM: City Clerk's Office  
RE: Agenda for Tuesday, February 28, 2017 – No earlier than 4:30 pm

### **1. Engineering Miscellaneous Services Account**

In August 2016, the Airport selected a new Engineering Company of Record. As has been customary, a miscellaneous services account has been established to cover work that is occasionally necessary but not associated with a particular City or FAA project number. The miscellaneous services account provides for accurate and streamlined accounting of funds used for this type of work. With the previous engineering company, this account was budgeted at \$25,000 per year. For 2017, this amount has been reduced to \$15,000.

**Fiscal Impact:** The \$15,000 was planned in the 2017 budget under Professional Services. Payment will be made on a per-invoice basis on work which has been authorized by the Airport Director or Airport Committee and City Council as appropriate.

It is recommended the Committee and Council approve the allocation of funds as outlined above, and further authorize the Airport Director to sign any necessary documents.

### **2. Airport Activities, Reports and Project Updates**

The Airport Director will give a presentation on Airport activities, reports and project updates.