



**TO:** Mayor Shaun Sipma  
Members of the City Council

**FROM:** Rick Feltner

**DATE:** June 14, 2018

**SUBJECT: AMEND LEASE AGREEMENT TITLED “AIRPORT LEASE FIXED BASE OPERATOR” FOR LOT 55 OCCUPIED BY EXECUTIVE AIR TAXI CORPORATION TO REFLECT CITY REPLATTING**

**I. RECOMMENDED ACTION**

1. Recommend approval to amend lease agreement “Lot 55” to reflect the updated plat name and;
2. Authorize the Mayor to sign the agreement

**II. DEPARTMENT CONTACT PERSONS**

Rick Feltner, Airport Director 857-4724

**III. DESCRIPTION**

- A. Background  
The current lease agreement titled “Lot 55” does not reflect the current City platting. In an effort to update Airport leases, the lease agreement must be amended to “Lot 2, Block 4, Minot International Airport Second Addition.”
- B. Proposed Project  
The proposed amendment will result in the lease being up to date. Therefore, any future amendments or reassignments will be consistent in the language.
- C. Consultant Selection  
N/A

**IV. IMPACT:**

- A. Strategic Impact:  
One of the Airport’s goals for 2018 is to update leases and streamline the leasing process. By amending the current agreement to the proper platted name, the lease would be considered as up to date.  
Service/Delivery Impact:  
Tenants, Airport staff, City staff, will benefit from the consistency that the amendment will provide.
- B. Fiscal Impact:  
The lease amendment does not have any fiscal impact.  
Project Costs

N/A

Project Funding

N/A

**V. ALTERNATIVES**

Alt 1. The Council could recommend that this agreement not be amended. This would result in continuous inconsistencies with the Airport's leases and City's records.

**VI. TIME CONSTRAINTS**

Council's timely approval of the recommendation will allow the Airport to continue to move towards its goal of bringing its leases up to date and current.

**VII. LIST OF ATTACHMENTS**

A. Amendment to the Airport Lease Fixed Base Operator Agreement