



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

**FROM:** Rick Feltner, Airport Director

**DATE:** April 1<sup>st</sup>, 2019

**SUBJECT: REQUEST FOR BIDS HAY LAND/CROP**

**I. RECOMMENDED ACTION**

1. Recommend that City Council authorize the Airport Director to advertise and issue a Request for Bids for Hay Land/Crop; and
2. Authorize the Mayor to sign the contract once the highest bidder is determined.

**II. DEPARTMENT CONTACT PERSONS**

Rick Feltner, Airport Director 701-857-4724

**III. DESCRIPTION**

1. Background  
The hay land lease expired in October 2018. In order to continue to remain in compliance with wildlife mitigation plans, it is recommended that the acreage be contracted out for cutting and removal.
2. Proposed Project  
The approved request for bids will provide an opportunity for additional revenue generation for the duration of the term.
3. Consultant Selection  
N/A

**IV. IMPACT:**

1. Strategic Impact:  
Removal of the hay in the designated areas keeps the Airport in compliance with wildlife mitigation requirements and simultaneously generates modest income for the enterprise.
- B. Service/Delivery Impact:  
N/A
- C. Fiscal Impact:  
Revenue derived from the sale of hay will be utilized to offset Airport operational costs.

**V. ALTERNATIVES**

N/A

**VI. TIME CONSTRAINTS**

Timely approval of the lease agreement will allow for continuous generation of revenue.

**VII. LIST OF ATTACHMENTS**

- A. Request for Bids Document