
City of Minot



TO: Mayor Chuck Barney
Members of the City Council

FROM: Rick Feltner, Airport Director

DATE: June 5, 2017

SUBJECT: AIRPORT (FEDEX) LANDSCAPING (AIR053)

I. RECOMMENDED ACTION

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1. Recommend approval of the 2017 Airport (FedEx) Planting Work Order; and
 2. Recommend approval of the attached ordinance to amend the 2017 Annual Airport Budget to increase the maintenance building and grounds expenses and increase sales tax major projects expenditures for the FedEx portion of the landscaping project (AIR052); and
 3. Authorize the Mayor to sign the referenced proposal and ordinance

II. DEPARTMENT CONTACT PERSONS

Rick Feltner, Airport Director 857-4724

III. DESCRIPTION

A. Background

In December of 2016 Committee and Council approved the Terminal Landscape project in the amount of \$37,600.00. The original budgeted amount was \$108,000.00; however, due to favorable bidding and the use of volunteers to plant many of the trees, the Airport was able to return \$60,380.00 in unused tax revenue to the City. Since that time it has been discovered that previous Airport administration had agreed to include a small section of ground between the Employee Parking Lot and the FedEx building in the landscaping project. This area was not included in the original RFP. The successful bidder has agreed to add this area for additional \$600.00 in project cost.

B. Proposed Project

Add a modest number of trees and shrubs to the area adjacent to the FedEx building to present a look consistent with the other Terminal landscaping.

IV. IMPACT:

A. Fiscal Impact:

This project will be funded through the use of sales tax funds from the sales tax major project funds in the first penny and added to the Terminal Landscaping Project, approved in December of 2016.

Project Costs

| | |
|------------------|--------------|
| Cost of Planting | <u>\$600</u> |
| Total | \$600 |

Project Funding

| | |
|----------------|-------|
| Sales Tax Fund | \$600 |
|----------------|-------|

V. TIME CONSTRAINTS

Council's approval of the recommendation will allow the FedEx portion of the landscaping project to be completed along with the previously approved portion of the landscaping project.

VI. LIST OF ATTACHMENTS

- A. 2017 Airport FedEx Planting Work Oder
- B. 2017 BA – CO for landscaping project AIR052