



TO: Mayor
Members of the City Council

FROM: Jennifer K. Eckman, Airport Director

DATE: February 20, 2024

SUBJECT: **APPROVE REQUEST FOR RENEWAL OF AIRPORT HAY LAND/CROP AGREEMENT**

I. RECOMMENDED ACTION

1. Recommend that City Council approve the Request for Renewal of the Airport's Hay Land/Crop agreement; and
2. Authorize the Mayor to sign any necessary documents.

II. DEPARTMENT CONTACT PERSONS

Jennifer K. Eckman, Airport Director	701-857-4724
Maria Romanick, Operations & Maintenance Manager	701-420-4503

III. DESCRIPTION

1. Background

The original term for the hay land services agreement was May 1, 2022-May 1, 2023 with three additional one year terms. The agreement may be extended by the Provider upon request. The Provider, Jerry Schaefer, submitted a formal renewal request on December 20, 2023.

2. Proposed Project

City staff recommend approval of the renewal request per the terms of the agreement. This will provide for continued additional revenue generation for the duration of the term, through May 1, 2025.

In addition, the Provider has indicated a desire to designate a "Successor in Interest" per paragraph 14 of the agreement. The information is included within the list of attachments.

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. CITY COUNCIL ASPIRATIONS

The City Council aspiration of dynamic and prosperous is achieved by sharing the benefits of the Airport's assets with the community resulting in revenue generation to offset expenses. This also contributes to the Airport being resilient and prepared while ensuring wildlife hazard management is maintained.

VI. ALTERNATIVES

N/A

VII. TIME CONSTRAINTS

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

VIII. LIST OF ATTACHMENTS

- A. 2022 Hay Contract Agreement
- B. Renewal Option Request
- C. Successor in Interest Documentation