



CITY OF CONCORD

New Hampshire's Main Street™

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Martha Drukker, Associate Engineer – Capital Projects

DATE: January 24, 2024

SUBJECT: Municipal Airport Grant Acceptance and Funding Appropriation – CIP #383 Airport Terminal Building Design

Recommendation

1. Accept this report.
2. Authorize the City Manager to accept and enter into a Grant Agreement with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics for the purpose of design and permitting the new Airport Terminal Building (CIP #383) as programmed in the FY24 Capital Budget.
3. Set the attached resolution appropriating the sum of \$561,074 dollars, of which 90% is eligible Federal (\$365,754), 5% eligible State (\$20,230), 5% eligible City (\$20,320), and 100% non-eligible City (\$154,680), for public hearing on March 11, 2024.

Background

The current airport terminal building was constructed in 1938 and renovated in 1961. Due to the age of the building there are a variety of building code violations, structural deficiencies, and inadequate security measures.

Due to the importance of the airport as well as the obsolete condition of the current terminal building, the 2006 Master Plan strongly recommended the construction of a new terminal building and parking facilities.

In 2018 the lobby and bathrooms of the current terminal building were upgraded in part through a donation from Mr. and Mrs. Joseph Alosa.

In 2019, City Council appropriated funds to complete an Airport Terminal Study to review alternatives for a new Terminal Building. This project was completed in 2021 with the final recommendation of a stakeholders committee involved in the study to move forward with the design and construction of a new Terminal Building.

On February 8, 2021, the Terminal Building Study was presented to City Council and City Council approved moving forward with the design and construction of a new Terminal Building. Please see the attached presentation which details the space program and design for the new terminal building.

On March 13, 2023, the City Council approved Resolution #9541, which authorized the City Manager to apply for a grant for the design and permitting of the new Airport Terminal Building.

The FY2024 Capital Improvement Program, which was adopted in June 2023, included proposed funding in Project #383 for design and permitting of a new airport terminal building. However, those funds were asterisked pending receipt of Federal and State grants for this purpose, and therefore were not appropriated at time of budget adopted last June. Funding for construction of the new terminal is currently programmed in FY2026 in the amount of \$3,520,000, the majority of which is envisioned to be funded by grant funds. Please see the attached project detail for CIP #383 for more information.

Discussion

The new Terminal Building is proposed to be 5,450 square feet, of which approximately 27% is allocated for private use (administration, car rental, tenant and a small eatery). These areas are considered non-eligible for Federal Aviation Administration or State funding.

The attached resolution authorizes the City Manager to apply for, accept and appropriate grant funds to design a new Airport Terminal Building. Of the \$561,074 requested, 90% is the federal share (\$365,754) and 5% is City and State share (\$20,230 each). The non-eligible portion of the funding in the amount of \$154,680 would be 100% City funding, supported by the Airport Fund.

A separate grant application is being sought for design of parking lot improvements.

Award announcements are expected in late March 2024.