
MEMORANDUM



TO: Airport Advisory Board
FROM: M McPherson, City Administrator
SUBJECT: **Manager's Report**
DATE: September 10, 2021

21st Avenue Project

The City Council awarded the project to Douglas-Kerr Underground LLC at their September 9, 2021 Council meeting. Seven bids were received with the lowest approximately \$500,000 under the engineer's estimate. The contractor is a good contractor to work with and they have already been in contact with Knife River as there will need to be coordination between the contractors to maintain access for the taxiway project. Estimated start date is the end of September. As with the taxiway project, we will notify the hangar owners of the project schedule.

Runway Flight Inspection

After multiple reschedulings, the final flight inspection for the runway project was completed September 9, 2021 and the work was approved by the FAA/MNDOT.

The next and final step is to do the final walk-through which we are hoping to schedule the week of September 20. Then the project can be closed and final reimbursement requests made.

CIP Meeting

As noted in the Engineer's Report, we are working to schedule a CIP meeting with the FAA and MNDOT. I am hoping that they will be open to meet during our regularly scheduled October 4 meeting. I would like members of the Board to participate and will invite you and the Council to participate. Hopefully a daytime meeting will allow several members to participate.

Reappointment

Two terms expire at the end of the year, Ramage and Sautter. Please let me know if you would like to reapply for reappointment. I will have the application for you to complete if you wish to apply. We would like to know by the first of October so that we can begin recruitment process in October.

Budget Information

As discussed at the August meeting, what follows is the current year to date budget information, the preliminary 2022 budget expenditures (which do not include the capital expenses nor personnel), and the 2021/2022 proposed capital expenditures. The capital expenditures are ONLY the sponsor's (City's) share. I will provide you the year to date reports as they are updated. You will also receive the final budget information once the final budget is set. Please let me know if you have questions.