
MEMORANDUM



TO: Airport Advisory Board
FROM: M McPherson, City Administrator
SUBJECT: **Manager's Report**
DATE: March 6, 2022

City Hall Personnel Changes

The Finance Director position is open and posted. The position was advertised through Indeed and now is on Zip Recruiter. Invites to 16 prospective candidates, only two expressed interest and as of the writing of this update, no actual applications have been received. Very disheartening.

The Council authorized temporary staff to help specifically with preparation for the audit. Work on the audit will begin in earnest on April 18.

Joint Planning Board

No additional progress to date.

FAA Grant Application

Attached is the first four pages of the grant application to the FAA for the Beacon Replacement and the Targeted Planning/ALP Update work. The entire grant application is 87 pages; if you are interested in it, I will be happy to distribute it as requested.

There has been significant discussion with KLJ regarding the cost of the Targeted Planning/ALP Update. Initially, there was \$120,000 in the CIP for this work. The FAA indicated that this was too high of a number based on their idea of a "targeted" plan update and the budget was reduced to \$60,000. In developing the scope for this work, FAA additions pushed the amount up to \$96,000. Staff had strong words with KLJ that this was unacceptable and for Council consideration, the amount had been reduced to around \$89,000; the scope was approved with this amount. Since Council approval, KLJ has worked to convince the FAA to include past inventory work which has further reduced the amount to closer to \$76,000. The cost breakdown is included in the attached information from the grant application.

Financial Information

As soon as March is reconciled, year to date financial information will be distributed, either in person or by email. Hopefully, the work will be completed by the time of our meeting on Thursday.