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## MEMORANDUM

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TO: Mayor Walker and Councilors  
FROM: M McPherson, City Administrator  
SUBJECT: **Bi-Weekly Administrator's Report**  
DATE: November 8, 2023

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I have the following observations and information to share from the last update:

### **Airport**

We are still seeking applicants to fill the vacancy on the Airport Advisory Board. The November meeting was cancelled due to the lack of a quorum.

### **Budgeting**

Negotiations with the union groups have been scheduled for the middle and end of November. Once negotiations regarding wages and benefit contributions are complete, the personnel portion of all of the budgets can be revised.

### **Development**

Staff is working with our consultants from Northland Securities on the next TIF request from Pat Briggs for Rum River Residential Estates Phases 3 & 4.

### **Mille Lacs County**

The City was reimbursed for past-due invoices for snowplowing. The amount was \$4,150.

### **Upcoming Meetings and Reminders:**

- November 21 – City Council meeting will be held at the Public Safety Building.
- November 23, 24 – Thanksgiving Holiday observance.
- December 14 – Truth in Taxation hearing.