
MEMORANDUM



TO: Airport Advisory Board
FROM: M McPherson, City Administrator
SUBJECT: **Manager's Report**
DATE: April 29, 2022

21st Avenue

The project is again underway. The layout for curb and gutter is or will be done this week or early next with the plan to pour next week. At this time, I do not have an estimated time of completion.

5010 Inspection

MNDOT Aeronautics was onsite Wednesday April 27 to complete a 5010 inspection of the airport. I will forward the report to the Board once it has been received.

City Hall Personnel Update

The Finance Director position is still open. I am currently looking at options for staff assistance. A finance intern is starting May 9 to help with various projects including preparation of items for the audit.

Joint Planning Board

City Attorney Toven and I met to discuss Baldwin Township's request to sign an indemnification agreement. I will be drafting a letter for the Council to approve indicating that we will not sign the agreement.

FAA Grant Application

The grant has been submitted for the beacon replacement project as well as the ALP update. Attached is a tentative schedule of the ALP update process.

Financial Information

Financial information for April will be provided via email once reconciliation is completed.