
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Bi-Weekly Administrator's Report**
DATE: July 11, 2023

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

Airport

We received communication from MNDOT Aeronautics that they concurred with the FAA's position regarding the City's preferred AWOS site. KLJ has drafted a clarifying response so that the work on updating the ALP can be done correctly.

There is a vacancy on the Airport Advisory Board, so any assistance in recruitment would be fantastic.

Development

We received an offer from the adjacent neighbor for the parcel on the river that we are selling. The Realtor agreed to cancel the contract since the offer price was significantly lower than the asking price and the City Attorney can draft the purchase agreement and Home Security Abstract can perform and title work.

Staff met with Pat Briggs and his engineer on June 26 to provide final comments and discuss Phases 3 and 4 of his project. We anticipate applications to the Planning Commission very soon.

Staff conducted two meetings on June 29 with parties interested in the parking lots that are for sale. Secondary meetings will be scheduled for the first week in August in order to finalize the various plans for their disposition.

Finance

Smith-Schafer requested that the City request an extension for the submission of the audit to the State. We were granted an extension to August 15, 2023.

Fire

The inspection of Engine 2 has been completed since its off-road incident. A list of items needing repair has been received; repairs will be over \$100,000. The truck committee may do a site visit at the repair company in Apple Valley to ensure that nothing was missed.

Infrastructure

Work is progressing on the Business Park infrastructure. Public Works Director Gerold is attending the weekly site meetings and WSB has an inspector on site.

Legislative Monitoring

Staff continues to attend the various webinars offered by LMC and CGMC on the various 2023 law changes.