

AVIATION BOARD BACKGROUND LETTER

Aviation Board Meeting Date: April 19, 2021

To: Chair Richmond and Aviation Board Members

Cc: Tim Kabat, Mayor

From: Ian Turner, Airport Director

Subject: 21-0544 – Change to Airport Positions

Summary:

It is proposed to change the approved positions in the City of La Crosse classification plan related to the airport. Specifically, this changes the Marketing and Communications Manager to Airport Business Supervisor; the Administrative Coordinator – Airport to Airport Support Specialist; and, Deputy Airport Director of Operations and Administration to Deputy Airport Director. A resolution is under development by Finance and Human Resources to officially change these positions. That item is still under review for overall financial impact and includes other changes that do not impact the La Crosse Regional Airport.

Previous Action:

No previous action on this item has been made.

Background:

The former Marketing and Communications Manager and former Administrative Coordinator – Airport both vacated their positions in 2020. In addition, the Deputy Airport Director of Operations and Administration is relatively new to his position. This presented an opportunity to review the positions in relation to new staff skills and abilities and balance those against what is desired in future staff members. This review resulted in these job title changes that are presented to the Aviation Board.

Financial Implications:

The grade classification is proposed to remain the same as the existing positions for the newly titled Deputy Airport Director and Airport Support Specialist. The Airport Business Supervisor pay grade is proposed to be reduced by one grade when compared to the existing Marketing and Communications Manager. This, overall, will result in salary and benefit savings when compared to existing budgeted positions. Exact financial numbers are still under review by the Finance Department.



Stakeholder Process:

This item is presented to the Aviation Board for review.

Alternatives:

- 1) This item could be denied.

Staff Recommendation:

It is recommended to approve this item.

Attachments:

None.

