



TO: Mayor Shaun Sipma

Members of the City Council

FROM: Harold Stewart, City Manager

DATE: August 31, 2021

SUBJECT: **Approval of Hiring Recommendation for Airport Director Position**

I. RECOMMENDED ACTION

1. Approve recommendation of the City Manager to hire Jennifer Eckman as the new Airport Director for the Minot International Airport.

II. DEPARTMENT CONTACT PERSONS

Harold Stewart, City Manager

III. DESCRIPTION

City Manager Harold Stewart is asking the City Council to support his recommendation to hire Jennifer Eckman as the new director at the Minot International Airport after a nationwide search process.

Eckman, who has completed the Accredited Airport Executive (AAE) program, has been the manager of the Northern Plains UAS Test Site in Grand Forks, N.D., since January 2019. She was previously the airport manager in Jamestown, N.D., the deputy airport director for finance and administration in Rapid City, S.D., and served as the airport administrative assistant and airport real estate specialist at Paine Field/Snohomish County Airport in Everett, Wash.

Originally from North Dakota, Eckman completed a Bachelor of Business Administration with a major in airport management from the University of North Dakota in May 1999, and received a Masters of Fine Arts from California State University-Long Beach in May 2004. She is scheduled to complete her Master of Business Administration in May 2022.

Ms. Eckman's salary will be \$126,049 annually and she will start employment in her new position on October 4, 2021.