



The City of Livermore invites applications for

Airport Manager

Livermore Municipal Airport (LVK)

Livermore, California

Executive Search Services Provided by ADK Consulting & Executive Search



The Airport Division

The Airport Division, a division within the Public Works Department, operates the Livermore Municipal Airport and has approximately 502 based aircraft, 393 aircraft hangars and 150 open area aircraft parking spaces. The Airport offers competitive rates for aircraft hangars and ramp parking and manages an Enterprise Fund which recovers all costs for administration, operations and development through a system of user fees, market value leases, concessions and agreements. The overall airfield infrastructure is maintained in accordance with Federal and State operational safety and maintenance regulations.

The mission of the Livermore Municipal Airport is to provide a safe, efficient, environmentally sensitive and economically self-sustaining airfield facility responsive to aviation and community needs; to foster viable economic development and to serve the community's disaster recovery needs.

LVK serves primarily the Tri-Valley region with a population of over 300,000 residents. Most of the Airport's 460 tenants are Livermore and Pleasanton residents. LVK is near all the major business parks of the Tri-Valley. *(continued...)*





The Airport Division *(continued)*

Livermore's business parks, Bishop Ranch and Hacienda Business Parks are within 15 miles with easy freeway access, conveniently located approximately five miles from the I-580/680 interchange. The Airport Division is supported by 8 full-time staff members and has a FY 2020-21 operating budget of \$3.2 million.

LVK has an excellent working relationship with adjacent cities. The area cities and Alameda County participated in establishing an Airport Protection Area to keep the airport and its surroundings compatible with aviation activities.

The FAA designated LVK as a General Aviation Reliever Airport that serves to relieve the three mostly congested Bay Area air carrier airports from General Aviation (GA) operations. LVK has a superior infrastructure in place to serve GA and is a modern, clean facility with stable fixed base operators and room to accommodate growth. Runway 25R is equipped with an Instrument Landing System (ILS) that permits access during the occasional days with limited visibility.



City of Livermore

Located in the Tri-Valley Region approximately 50 miles east of San Francisco with a diverse population of approximately 92,000 residents, Livermore is uniquely situated as the eastern most city in Alameda County and the gateway to the Central Valley.

The Tri-Valley area experiences rapid growth due to favorable demographic and socioeconomic factors. Because of a variety of well-planned housing options, great schools, climate, and Bay Area accessibility via BART and the freeway system, corporations and businesses increasingly decide to relocate to the Tri-Valley to avoid the high overhead costs and commuting issues associated with larger Bay Area cities. The continuing growth of a highly dynamic local economy has increased the need for air transportation and related services.

Encompassing 26.44 square miles and founded in 1869, Livermore is one of California’s oldest wine regions and the City is framed by beautiful vineyards and open space. Its unique cultural identity blends elements of western heritage, viticulture, and open space with science and innovation.

Quality of life is a fundamental part of the active Livermore lifestyle. Livermore provides an all-embracing community experience with access to forty parks, forty-one miles of bicycle trails and paths, the Lake Del Valle recreation area, over fifty wineries, year-round cultural and civic events, a preeminent downtown with dining, entertainment, shopping and a cultural district including a 500-seat performing arts theatre, premium outlets, a junior college, and municipal airport and libraries. The character, heritage, and smart growth of Livermore make it a special place to live, work, and play.





Livermore T O D A Y

City Government

The City of Livermore is dedicated to providing innovative, efficient, attentive and courteous service; promoting economic vitality; enhancing the quality of life for all citizens; and building a better community.

Livermore is a General Law city with a Council/Manager form of government. The five-person City Council consists of the Mayor, who is elected by the citizens for a two-year term and beginning with the 2020 election, Council Members are elected from one of four districts.

Livermore is a full-service city and has approximately 415 employees. With a fiscally strong and balanced General Fund budget, city services include police safety; fire safety in conjunction with the City of Pleasanton through the Livermore-Pleasanton Fire Department (LPFD); building inspection; street and park maintenance; street lighting; planning and public improvements; public library; general administrative services; water reclamation and water service; as well as a municipal airport and general administrative services. Recreation and leisure services are provided by a separate special park district.





The Position

Reporting to the Public Works Director, the **Airport Manager** is the division head responsible for overseeing and managing the Livermore Municipal Airport in the Public Works Department. This position is the designated authority charged with ensuring compliance with all federal, state and local regulatory requirements; providing highly technical and complex administrative support to department heads, City Officials and the public; serving as staff liaison to the Airport Commission; and performing other duties as assigned.

The Airport Manager provides direct and indirect supervision and management to all professional, technical and support staff in the Airport Division. There is a twelve (12) month probationary period for this position.

Main challenges/opportunities facing the division and the position include:

- Entering into long-term ground lease with a prominent Fixed Base Operator (FBO) to construct and facilitate an additional FBO at the airport;
- Enabling airport activities such as the annual open house, air show, and others in a COVID-friendly environment; and
- Working with the Airport Commission, City Council and other stakeholders to ensure LVK provides the best possible service to the regional general aviation community.





The Ideal Candidate

The City is seeking an Airport Manager with a communicative work style and leadership skills exemplifying a high level of professionalism. The ideal candidate will not only assist in the development and implementation of objectives, priorities and goals of the division, but he/she will be an individual working within a broad range of independence to handle important airport improvement and development projects and assignments.

As a key member of the department's leadership team, the Airport Manager is expected to have a broad understanding of effective airport management and operations; FAA and State regulations pertaining to airport operations; formats and conditions of lease agreements; effective supervisory principles and practices; effective customer service techniques; aviation industry development and trends; airport safety requirements and practices; effective grant writing techniques; and effective written and verbal communication principles.

For a complete job description, [click here](#).

Preferred Qualifications

A Bachelor's Degree in business, public administration, aviation or a closely related field is required in addition to five years of increasingly responsible experience in the management and operation of airports with at least two years in a supervisory position. Management level experience may substitute for the college degree on a year for year basis.

Certified Airport Executive (CAE) with the Southwest Chapter of the American Association of Airport Executives (SWAAAE) or an Accredited Airport Executive (AAE) designation with the American Association of Airport Executives (AAAE) is highly desirable.

Salary & Compensation

The salary range for this position is \$123,846 - \$154,808 with an attractive benefits package.

How to Apply:

To apply online, [click here](#).

Filing Deadline: Sunday, July 11, 2021

Project Manager: **Rod Dinger, AAE**
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Please note: After your application is complete, you will receive an important email from us. Please check your inbox and your junk/spam folder, and if you have not received our email, please notify us at: [**admin@adkexecutivesearch.com**](mailto:admin@adkexecutivesearch.com)