



DULUTH INTERNATIONAL AIRPORT

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**DULUTH AIRPORT AUTHORITY
MEETING AGENDA
APRIL 16, 2019**

**DULUTH INTERNATIONAL AIRPORT
AMATUZIO CONFERENCE ROOM**

I *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors.

II *APPROVAL OF PREVIOUS MEETING MINUTES & OTHER CONSENT AGENDA ITEMS

A. Approval of March 19, 2019 Meeting Minutes.

III *DAA CASH DISBURSEMENTS

A. Cash Disbursement Sheets #6 and #7, 2019. Construction Fund Sheet #4, 2019.

IV *CORRESPONDENCE

- A. Duluth International Airport News: March 24, 2019 Star Tribune News Release "Shuttle Between MSP and Duluth and Mankato Airports to Launch with \$9 Fares.
- B. April 1, 2019 E-Mail from Monaco Air Foundation with Summary of March 2019 Activities.
- C. April 2, 2019 Request Letter from DAA to FAA for Approval of Work Order #6-2015 for the 2015 Runway 9/27 Reconstruction Phase 1, as Presented by SEH and Braun Intertec.
- D. April 2, 2019 Request Letter from DAA to FAA for Approval of Work Order #2016-4 for the 2016 Runway 9/27 Reconstruction Phase 2, as Presented by SEH and Braun Intertec.
- E. April 4, 2019 Monthly Duluth International Airport Tenant Operations Meeting Minutes.
- F. April 4, 2019 Request Letter from Citizens Committee Environment Concerns (CCEC) to DAA for Draft Copies of the Airport Master Plan and 2019 Zoning Plan.
- G. April 5, 2019 Passenger Facility Charge Roundtable 8th Congressional District Commercial Service Airports Agenda and Information.
- H. April 6, 2019 Metropolitan Airports Commission (MAC) Newsletter.
- I. Link for Metropolitan Airports Commission (MAC) Minutes --
<https://metroairports.org/Airport-Authority/Metropolitan-Airports-Commission/Public-Meetings/Board-Meetings.aspx>.

V OPPORTUNITY FOR PERSONS TO BE HEARD

VI OLD BUSINESS

- A. Resolution to Approve Amendment #1 for SEH Work Order No. 2015-6 for Construction Administration, Observation and Closeout for Runway 9/27 Reconstruction, Phase 1 (Center Section) Duluth International Airport (DLH).

- B. Resolution to Approve Amendment #1 for SEH Work Order No. 2016-4 for Construction Administration, Observation and Closeout for Runway 9/27 Reconstruction, Phase 2 (West Section) Duluth International Airport (DLH).

VII NEW BUSINESS

- A. Resolution to Accept and Approve the 2020 MnDOT Air Service Marketing Grant and to Authorize the Duluth Airport Authority's President and Secretary to Execute the Grant.
- B. Resolution to Accept and Approve MnDOT Grant Agreement No. 1033192 for Supplemental EAW for 75 Foot Runway Width at Sky Harbor Airport and to Authorize the Duluth Airport Authority's President and Secretary to Execute the Grant.
- C. Resolution to Approve SEH Work Order No. 2019-1 for the Supplemental Environmental Assessment (EA) -- 75 Foot Runway Width Duluth Sky Harbor Airport (DYT).
- D. Resolution to Approve Incentive Award Payments of \$300 for Outstanding Performance Per the DAA Operation Policy #5 Employee Incentive Awards to the Following Employees – Mr. Paul Sinnott, Mr. Dan Taylor, Mr. Matthew Johnson, Mr. David Cooke, Mr. Michael Amlin, Mr. Wayne Fichtner, Mr. Roger Engelmeier, Mr. Wade Cossalter and Mr. Derek Anderson.
- E. Resolution to Amend the Executive Director Contract. (To be Distributed at Meeting.)
- F. Resolution to approve the Duluth International Airport (DLH) Master Plan Scope and Exhibit A Property Map.
- G. Resolution to Approve SEH Work Order No. 2019-2 for Exhibit A Property Map for Duluth International Airport (DLH).
- H. Resolution to Approve SEH Work Order No. 2019-3 for the Airport Master Plan and Airport Layout Plan for Duluth International Airport (DLH).
- I. Resolution to Approve the Resolution Authorizing Application for a State Conditional Use Deed for Tax-Forfeited Land.
- J. *December 2018 Financial Report.
- K. *March 2019 Accounts Receivables.
- L. *March 2019 Airline Statistics.

VIII DIRECTORS REPORTS

Items annotated by an () are approved by consent and require no discussion or action unless questioned by a Director (In accordance with resolution passed by Directors at March 19, 2002).*