



DULUTH INTERNATIONAL AIRPORT

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**DULUTH AIRPORT AUTHORITY
MEETING AGENDA
FEBRUARY 19, 2019**

**DULUTH INTERNATIONAL AIRPORT
AMATUZIO CONFERENCE ROOM**

*A Portion of this Meeting Will Be Closed for a Performance Evaluation of the
Executive Director*

I *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors.

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

A. Approval of January 15, 2018 Meeting Minutes.

III *DAA CASH DISBURSEMENTS

A. Cash Disbursement Sheets #1, #2 and #3, 2019. Construction Fund Sheets #1 and #2, 2019.

IV *CORRESPONDENCE

- A. January 16, 2019 Letter from DAA to Individual Regarding Violation of Hangar Lease Agreement.
- B. January 22, 2019 Letter from City of Duluth to DAA Regarding Energy Conservation Grant.
- C. Duluth International Airport News: January 22, 2019 Duluth Airport Media Advisory "Ribbon Cutting and Social to Celebrate the New Club DLH – Business Suite"; News Release "Announcing American Airlines Service Direct from Duluth to Chicago's O'Hare International" and "Year-End Passenger Numbers Prove 2018 was a Fantastic Year to Fly DLH".
- D. Airport News: January 22, 2019 Pioneer Press "MSP Airport Security Wait Times Worst in Nation"; January 31, 2019 Bloomberg.com "United Makes Hubs the New Battleground in Fight for Supremacy"; February 6, 2019 Aviation Week "United's Premium Push Includes Revamped 50-Seat CRJ700s" and February 8, 2019 American Association of Airport Executives (AAAE) "DeFazio Reiterates Support for PFCS in Speech to Aero Club of Washington".
- E. February 1, 2019 E-Mail from Monaco Air Foundation with Summary of January 2019 Activities.
- F. February 5, 2019 Letter from DAA to House Transportation & Infrastructure Committee Members Congressman Stauber and Congressman Craig Requesting Support for Increase in Passenger Facility Charges in the Infrastructure Bill.

- G. February 5, 2019 Letter from Minnesota Local Airline Service Action Committee (LASAC) to Congressman Stauber and Congressman Craig Urging Congress to Update Federal Policy for Funding Airport Infrastructure Projects.
- H. February 7, 2019 Letter from State Auditor to DAA Requesting the Annual Audit for the Year Ending December 31, 2018.
- I. February 12, 2019 Monthly Duluth International Airport Tenant Operations Meeting Minutes.
- J. Link for Metropolitan Airports Commission (MAC) Commission Minutes -- <https://metroairports.org/Airport-Authority/Metropolitan-Airports-Commission/Public-Meetings/Board-Meetings.aspx>.

V OPPORTUNITY FOR PERSONS TO BE HEARD

VI OLD BUSINESS

None

VII NEW BUSINESS

- A. Resolution Authorizing an Agreement to Insure Certain Duluth Airport Authority Property and Equipment Under the City of Duluth's Property Insurance Policy.
- B. Resolution to Approve the Operating and Space Lease Agreement Between the Duluth Airport Authority and Landline.
- C. Meeting Closed to Evaluate the Performance of Executive Director, Mr. Tom Werner, Pursuant to Minn. Stat. 13D.05 subd.3 (a).
- D. Regular Meeting Reconvened.
- E. Summary of Board Conclusions Regarding Evaluation.
- F. Resolution to Approve DAA Executive Director's 2019 Work Plan.
- G. Resolution to Approve a One-Time Incentive Payment for the DAA Executive Director.
- H. *December 2018 Financial Report.
- I. *January 2019 Accounts Receivables.
- J. *January 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).*