



# DULUTH AIRPORT AUTHORITY

## DULUTH AIRPORT AUTHORITY MEETING AGENDA JANUARY 21, 2014

### AMATUZIO CONFERENCE ROOM THIRD FLOOR

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

#### **I \*EXECUTIVE DIRECTORS REVIEW**

Information Letter to DAA Directors.

#### **II \*APPROVAL OF PREVIOUS MEETING MINUTES**

Approval of December 17, 2013 Meeting Minutes.

#### **III \*DAA CASH DISBURSEMENTS**

Cash Disbursement Sheets #27, 2013 and #1, 2014. Construction Fund Sheet #17, 2013.

#### **IV \*CORRESPONDENCE**

- A. December 20 & 24, 2013, E-Mails from DAA to Overnight Parking Permit Holders Regarding 2014 Rates and Parking Arrangements; December 2013 and January 2014 Comments and Replies from Parking Permit Holders; January 8, 2014 E-mail and Explanation Letter from DAA with Adjusted 2014 Parking Rates and Replies & Comments.
- B. December 24, 2013 Request Letter from DAA to U.S. Customs and Border Protection for a Temporary Resolution for Federal Inspection Service (FIS) at the Fixed Base Operations.
- C. January 1, 2014 E-Mail from Monaco Air Foundation with Summary of December 2013 Activities.
- D. January 9, 2014 Letter from Republic Parking to DAA Regarding Year End Revenue.
- E. January 14, 2014 News Release from DAA "Duluth International Airport One Year Anniversary in New Terminal: Looking forward to Its New Flight Path Ahead".
- F. January 14, 2014 AAAE Press Release "Airport Executives Congratulate Congress on Omnibus Spending Bill".
- G. Fall 2013 AirTap Briefings "Airports Try Creative Ways to Generate Revenue".
- H. January 2014 Minnesota Construction Association (MCA) Newsletter "Duluth International Airport Passenger Terminal Selected as 2014 MAC Choice Award Recipient".

#### **V OPPORTUNITY FOR PERSONS TO BE HEARD**

## **VI OLD BUSINESS**

- A. No Old Business

## **VII NEW BUSINESS**

- A. Resolution to Approve the Storage Space Lease for Building 911 Between the DAA and Quality Mechanical Services, Inc. (QMS).
- B. Resolution to Approve a Lease Management Agreement between the DAA and Monaco Air Duluth, LLC.
- C. Resolution to Approve the License Agreement for the Display of Advertising Between DAA and Security Jewelers.
- D. Resolution to Approve the Airport Joint Use Agreement (AJUA) Between the DAA and National Guard Bureau.
- E. \*November 2013 Financial Report.
- F. \*December 2013 Accounts Receivables
- G. \*December 2013 Airline Statistics.
- H. Meeting Closed to Evaluate the Performance of Executive Director, Mr. Tom Werner, pursuant to Minn. Stat.13D.05 subd.3(a).
- I. Regular Meeting Reconvened.
- J. Summary of Board Conclusions Regarding Evaluation. Resolution to Approve Executive Director's 2014 Work Plan.
- K. Resolution to Approve Election of Officers.

## **VIII DIRECTORS REPORTS**

- A. DEED Unmanned Aerial Vehicle Initiative, Dir. Stromquist.

*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).*