



**DULUTH INTERNATIONAL AIRPORT**

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**DULUTH AIRPORT AUTHORITY  
SPECIAL MEETING AGENDA  
FEBRUARY 20, 2018**

**LSC CENTER FOR ADVANCED AVIATION  
CAA CLASSROOM #120**

**I \*EXECUTIVE DIRECTORS REVIEW**

Information Letter to DAA Directors.

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

A. Approval of January 20, 2018 Meeting Minutes.

**III \*DAA CASH DISBURSEMENTS**

A. Cash Disbursement Sheets #1, #2 and #3, 2018. Construction Fund Sheet #2, 2018.

**IV \*CORRESPONDENCE**

- A. January 18, 2017 DAA News Release "United Airlines to Start Operating Daily Mainline Service Between Chicago and Duluth".
- B. January 19, 2018 Notice Letter from City Auditor to DAA Requesting Annual Audit for Year Ending 2017 and February 2, 2018 Letter from Office of State Auditor Confirming Understanding of Services for Annual Audit for the Year Ending 2017.
- C. January 19, 2018 News from Don Monaco, Commissioner for the Metropolitan Airports Commission (MAC).
- D. January 22, 2018 Notice Letter from Federal Express Corporation Terminating the Lease Effective February 28, 2018.
- E. February 1, 2018 E-Mail from Monaco Air Foundation with Summary of January 2018 Activities.
- F. February 13, 2018 Memo from S.E.H. to DAA Regarding Sky Harbor Airport – Use of Dredged Material for Phase 2 Surcharge.
- G. February 2018 Letter to Chairman Thune, Ranking Member Nelson, Chairman Blunt and Ranking Member Cantwell Urging to Adopt the Proposal for Small and Medium-Sized Communities Helping Young Men & Women Become Effectively Trained Commercial Airline Pilots.
- H. Monthly Construction Project Progress Report for Runway 9/27 Reconstruction, Phase 1 Report #6, Runway 9/27 Reconstruction, Phase 2 Report #6, Airfield Perimeter Fence, Phase 1 Report #5, Airfield Perimeter Fence, Phase 2 Report #1, Runway 9/27 Obstruction Removal Report #1 and Sky Harbor Airport Runway Relocation, Phase 1, Report #6.
- I. 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**

- A. Resolution Authorizing an Amendment to the Resolution Authorizing an Agreement to Insure Certain Duluth Airport Authority Property and Equipment Under the City of Duluth's Property Insurance Policy and Further Authorizing an Amendment to Said Agreement to Add Boiler Insurance to the Coverage.
- B. Resolution to Approve a Three Percent Base Salary Increase Effective January 1, 2018 and a One-Time Incentive Payment of \$4,400 for the DAA Executive Director.
- C. Discussion Past President Position Role and By Law Language Changes.
- D. Discussion on Monaco Air Foundation Support Projects.

## **VII NEW BUSINESS**

- A. Resolution to Approve the Sky Harbor Operator Agreement Between the Duluth Airport Authority and Lake Country Air Service.
- B. Resolution to Approve a Memorandum of Agreement (MOA) Between United States Property and Fiscal Office for MN and MN Air National Guard and National Guard Bureau, A4A and Duluth Airport Authority Regarding Repair of Wing Electrical Distribution.
- C. Resolution to Approve a Memorandum of Agreement (MOA) Between Federal Aviation Administration (FAA) and Duluth Airport Authority to Provide a Mobile Glide Slope (GS) Facility to Determine if the DLH RWY 27 GS Facility Can Be Relocated.
- D. \*November 2017 Financial Report.
- E. \*January 2018 Accounts Receivables.
- F. \*January 2018 Airline Statistics.
- G. Facility Tour for Board Members.

## **VII 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).*