



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA FEBRUARY 16, 2016

AMATUZZIO CONFERENCE ROOM THIRD FLOOR

I *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors. (To Be Distributed at Meeting.)

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

A. Approval of January 19, 2016 Meeting Minutes.

III *DAA CASH DISBURSEMENTS

A. Cash Disbursement Sheets #1, and #2, 2016 and Construction Fund Sheet #2, 2016.

IV *CORRESPONDENCE

- A. December 4, 2015 Letter From Republic Parking to DAA Regarding Sales Transaction.
- B. Duluth International News: DNT News Releases -- January 14, 2016 "Photo of the Day", January 17, 2016 "Taxis, Shuttles Face Changing Duluth International Airport Fees" and January 19, 2016 "Our View: Travelers Win In Airport-Taxi Deal".
- C. January 15, 2016 City of Duluth and Duluth Airport Authority Application for Petition to Vacate Street, Alley or Utility Easement.
- D. January 19, 2016 and February 9, 2016 E-Mail Updates from DAA to Commercial Vehicle Policy Stakeholder Group Regarding the 2016 DAA Commercial Vehicle Policy.
- E. January 25, 2016 Letter of Understanding from Office of the State Auditor to DAA Regarding Annual Audit and January 26, 2016 Copy of Letter from Duluth Chief Financial Officer to State Auditor Requesting the Annual Audit of DAA for the Year Ending December 31, 2015.
- F. January 26, 2016 Letter to DAA Assistant City Attorney from Hanft Frider Regarding Cirrus Aircraft/Asbestos Abatement and Other Pollution at Lease Site.
- G. January 27, 2016 Letter from Duluth Public Works and Utilities to DAA Regarding Qualifying Grant.
- H. February 1, 2016 E-Mail from Monaco Air Foundation with Summary of January 2016 Activities.
- I. February 4, 2016 Update Letter from DAA to Property Owner Regarding Status of the Environmental Review of Parcels.

V OPPORTUNITY FOR PERSONS TO BE HEARD

VI OLD BUSINESS

- A. Resolution to Approve DAA Executive Director's 2016 Work Plan.

VII NEW BUSINESS

- A. Resolution to Approve the Assignment and Assumption of the Airport Parking Operation Agreement Between the Duluth Airport Authority and Republic Parking System to Imperial Parking, LLC.
- B. Resolution Consenting to the Assignment of the Vehicle Rental Lease and Concession Agreement by Hansen Lease and Rental, Inc. and Hansen Lease and Rental of Fargo, Inc. (As Assignor) to Overland West, Inc. (As Assignee) Contingent Upon City Attorney's Approval of Assignment and Assumption of Contract.
- C. Resolution to Approve the Sky Harbor Operator Agreement Between the Duluth Airport Authority and Tom Sullivan.
- D. Resolution to Approve an Amendment to Sky Harbor Hangar #3 Land Lease Between the Duluth Airport Authority and Jon Messerer and William Bellamy.
- E. Resolution to Approve the Duluth Airport Authority Operating Agreement for Third Party Contractor Ramp and Passenger Services at Duluth International Airport with DAL Global Services, LLC.
- F. Resolution to Accept and Approve State Airport Maintenance and Operations Agreement #1000971, for Fiscal Years A6901-MO16 and A6901-MO17 for the Duluth International Airport in the Amount of \$196,335 Per Year Not to Exceed \$392,670 and to Authorize the Authority's President and Vice President to Execute the Grant Agreement.
- G. Resolution to Accept and Approve State Airport Maintenance and Operations Agreement #1000972, for Fiscal Years A6901A-MO16 and A6901A-MO17 for the Duluth Sky Harbor Airport in the Amount of \$20,373 Per Year Not to Exceed \$40,746 and to Authorize the Authority's President and Vice President to Execute the Grant Agreement.
- H. *December 2015 Financial Report.
- I. *January 2016 Accounts Receivables.
- J. *January 2016 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).*