



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA DECEMBER 21, 2021

AMATUZIO CONFERENCE ROOM DULUTH INTERNATIONAL AIRPORT

*A Portion of this Meeting Will Be Closed Pursuant to Minn. Stat. § 13D.05, Subd. 3(a) To
Evaluate the Performance of the Executive Director*

Click below to access meeting by Microsoft Teams:

[https://duluthairport.com/wp-content/uploads/2021/12/12-DAA-December-Board-
Notice.pdf](https://duluthairport.com/wp-content/uploads/2021/12/12-DAA-December-Board-Notice.pdf)

I *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors.

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

A. Approval of November 16, 2021 Meeting Minutes.

III *DAA CASH DISBURSEMENTS

A. Operating Cash Disbursement Sheets #38, #39 and #40, 2021, Construction Fund Disbursement Sheet #12, 2021, and Operating ACH Payment Register #1, #2 and #3, 2021.

IV *CORRESPONDENCE

- A. Airport News: November 8, 2021 ENR Midwest “Best Airport/Transit Duluth Sky Harbor”, November 24, 2021 DNT “Pilot Shortage Stalls Potential Duluth-to-Denver Flight Back to 2023”, December 13, 2021 “Duluth International Airport Celebrates New Sun Country Service with Pack Your Bag and Go Launch Event”.
- B. November 17, 2021 Letter from Citizens Committee Environmental Concerns (CCEC) to DAA Regarding Lack of Airport Noise Reduction by FAA 150 Noise Study.
- C. November 22, 2021 Letter from DAA to Customs & Border Protection (CBP) Regarding CBP General Aviation Facility Duluth Sky Harbor Airport.
- D. December 1, 2021, E-Mail from Monaco Air Foundation with Summary of November 2021 Activities.
- E. Part 150 Study Comments & Responses.
- F. 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

None

VII NEW BUSINESS

- A. Resolution to Approve Amendment No. 2 to Grant Agreement 5542B Between the Duluth Airport Authority and County of St. Louis County in Support of the Small Community Air Service Development Grant Program (SCASD).
- B. Resolution to Approve CFC Use for Reimbursement of All Eligible Terminal and Parking Structure Construction and Financing Costs Associated with Rental Car Related Activities Per Exhibit A.
- C. Resolution to Approve ARPA Concessionaire Relief Associated with Rent Due for Concession Occupancy or Commercial Use After March 11, 2021 in the Proportional Amounts Shown on Exhibit A (to be Distributed at Meeting), Subject to FAA Approval.
- D. Resolution to Approve the Vision 2040 Duluth International Airport Master Plan Recommendations.
- E. Resolution to Approve Work Order 2021-9 Between the Duluth Airport Authority and SEH, Inc. for Taxiway A Phase 2 -- Final Design (DLH).
- F. Resolution to Approve Work Order 2021-10 Between the Duluth Airport Authority and SEH, Inc. for Apron Rehabilitation – Design (DYT).
- G. Resolution to Approve the Lease Agreement Between the Duluth Airport Authority and MediaUSA, Inc.
- H. Resolution to Approve the Terminal Space Lease Agreement Between the Duluth Airport Authority and Aeronautical Radio, Inc.
- I. Resolution to Approve a Reimbursable Agreement Between the Duluth Airport Authority and the Federal Aviation Administration in the amount of \$569,849.04 for a Siting Study to Determine Possible Locations of a Future Air Traffic Control Tower at the Duluth International Airport
- J. Resolution to Approve an Employee Incentive Award to Mark Papko in the Amount of \$1000 Pursuant to the Duluth Airport Authority's Operating Policy #5.
- K. The Meeting Will Now Close to the Public Pursuant to Minn. Stat. 13D.05 Subd.3 (a) to Evaluate the Performance of Executive Director, Tom Werner. The Meeting Will Reopen to the Public at the Time Announced Upon Completion of the Evaluation. Members of the Public Will Need to Log Out or Be Removed During the Closed Meeting and Will Need to Log Back Into the Meeting When it Reopens to the Public.
- L. Regular Meeting Reopened to the Public Pursuant to Minnesota Statutes Chapter 13D.
- M. Summary of Year 2021 Performance Evaluation of Executive Director.
- N. Resolution Authorizing a One-Time Incentive Payment of _____ to Executive Director Thomas J. Werner Pursuant to Employment Contract.
- O. Resolution to Approve Executive Director's 2022 Work Plan.
- P. *October 2021 Financial Reports.
- Q. *November 2021 Accounts Receivables.
- R. *November 2021 Airline, Cargo & Landline 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 on March 19, 2002).



DULUTH INTERNATIONAL AIRPORT

Closer to everywhere.

DATE: December 21, 2021

TO: Duluth Airport Authority Board of Directors

FROM: Executive Director

SUBJECT: Executive Director's Review

The following items will be briefed during the Executive Director's Review. If action is required of the DAA on any of these items, they will also appear on the agenda. If you have questions or desire additional information, please contact me and I will provide it at the DAA meeting.

AIR SERVICE

- Passenger statistics will be presented at the meeting

OPERATIONS/CONSTRUCTION/PLANNING

- Planning
- Construction
- Operations and Maintenance
 - Federal Inspection Service (FIS) Facility Upgrades
 - Public safety Manager Introduction
 - IROPS Recap
- Sky Harbor
 - Building Area Master Plan Update

BUSINESS/PROPERTY DEVELOPMENT

- Sun Country Update
- Hangar 104 Proposal

FINANCIAL UPDATE

- CRRSA & ARPA Concessionaire Relief Update
- City Council Budget Presentation

MARKETING/COMMUNICATIONS

- Sun Country Launch event Recap



DULUTH INTERNATIONAL AIRPORT

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LEGISLATIVE UPDATE

- Congressional Meeting Recap

PRESENTATIONS/TOURS/TRAVEL RECAP

- NSR

OTHER

- NSR

Submitted by,

Tom Werner, C.M.
Executive Director

**AMENDMENT # 01 TO STATE OF MINNESOTA
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT #1047446**

Contract Start Date:	07/01/2021	Original Contract Amount:	\$403,242.00
Orig. Contract Exp. Date:	06/30/2023	Prev. Amendment(s) Total:	\$0.00
Amended Exp. Date :	06/30/2023	Current Amendment Amount:	<u>\$+10,892.00</u>
		Current Contract Total:	<u>\$414,134.00</u>

Project Identification: Airport Maintenance and Operations Activities.

This amendment is by and between the State of Minnesota, through its Commissioner of Transportation ("State") and Duluth Airport Authority acting through its Airport Authority ("Recipient").

Recitals

1. The State has a contract with the Recipient identified as MnDOT Contract No. 1047446 ("Original Contract") to provide reimbursement for eligible airport maintenance and operations activities.
2. The Original Contract is being amended to correct the grant amount.
3. The State and the Recipient are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment deleted contract terms will be ~~struck out~~ and the added contract terms will be underlined.

REVISION 1. Article 5.1. **Consideration**, is amended as follows:

- 5.1. **Consideration.** State will pay for all eligible telecommunication, maintenance, and operation costs incurred by Recipient under this Contract as follows:
 - 5.1.1. **Basis.** Recipient will be reimbursed for 100% of telecommunication costs associated with the operation of state-owned navigational aids. Recipient will be paid for 75% of all other eligible maintenance and operation costs not reimbursed by any other source. Eligible maintenance and operations costs will be determined at the sole discretion of State's Authorized Representative.
 - 5.1.2. **Telecommunication Amount.** State has currently obligated \$0.00 in each State fiscal year to reimburse eligible telecommunication costs at 100%.
 - 5.1.3. **Maintenance and Operation Amount.** State has currently obligated ~~\$201,621.00~~ \$207,067.00 in each state fiscal year to reimburse other eligible costs at 75%.
 - 5.1.4. **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed ~~\$403,242.00~~ \$414,134.00 (State fiscal years 2022 and 2023.)

The terms of the Original Contract are expressly reaffirmed and are incorporated by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

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RECIPIENT

The RECIPIENT certifies that the appropriate person(s) have executed the contract on behalf of the RECIPIENT as required by applicable articles, bylaws, or resolutions.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

STATE ENCUMBRANCE VERIFICATION

The individual certifies funds have been encumbered as required by Minn. Stat. 16A.15 and 16C.05

By: _____

Date: _____

SWIFT Contract # _____

SWIFT Purchase Order # _____

COMMISSIONER OF TRANSPORTATION

By: _____

Title: _____

Date: _____

**MnDOT OFFICE OF FINANCIAL MANAGEMENT –
GRANT UNIT**

By: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____

**AMENDMENT # 01 TO STATE OF MINNESOTA
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT #1047447**

Contract Start Date:	07/01/2021	Original Contract Amount:	\$41,840.00
Orig. Contract Exp. Date:	06/30/2023	Prev. Amendment(s) Total:	\$0.00
Amended Exp. Date :	06/30/2023	Current Amendment Amount:	<u>\$-6,134.00</u>
		Current Contract Total:	<u>\$35,706.00</u>

Project Identification: Airport Maintenance and Operations Activities.

This amendment is by and between the State of Minnesota, through its Commissioner of Transportation ("State") and Duluth Airport Authority acting through its Airport Authority ("Recipient").

Recitals

1. The State has a contract with the Recipient identified as MnDOT Contract No. 1047447 ("Original Contract") to provide reimbursement for eligible airport maintenance and operations activities.
2. The Original Contract is being amended to correct the grant amount.
3. The State and the Recipient are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment deleted contract terms will be ~~struck out~~ and the added contract terms will be underlined.

REVISION 1. Article 5.1. **Consideration**, is amended as follows:

- 5.1. **Consideration.** State will pay for all eligible telecommunication, maintenance, and operation costs incurred by Recipient under this Contract as follows:
 - 5.1.1. **Basis.** Recipient will be reimbursed for 100% of telecommunication costs associated with the operation of state-owned navigational aids. Recipient will be paid for 75% of all other eligible maintenance and operation costs not reimbursed by any other source. Eligible maintenance and operations costs will be determined at the sole discretion of State's Authorized Representative.
 - 5.1.2. **Telecommunication Amount.** State has currently obligated \$0.00 in each State fiscal year to reimburse eligible telecommunication costs at 100%.
 - 5.1.3. **Maintenance and Operation Amount.** State has currently obligated ~~\$20,920.00~~ \$17,853.00 in each state fiscal year to reimburse other eligible costs at 75%.
 - 5.1.4. **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed ~~\$41,840.00~~ \$35,706.00 (State fiscal years 2022 and 2023.)

The terms of the Original Contract are expressly reaffirmed and are incorporated by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

[THE BALANCE OF THIS PAGE HAS INTENTIONALLY BEEN LEFT BLANK]

RECIPIENT

The RECIPIENT certifies that the appropriate person(s) have executed the contract on behalf of the RECIPIENT as required by applicable articles, bylaws, or resolutions.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

STATE ENCUMBRANCE VERIFICATION

The individual certifies funds have been encumbered as required by Minn. Stat. 16A.15 and 16C.05

By: _____

Date: _____

SWIFT Contract # _____

SWIFT Purchase Order # _____

COMMISSIONER OF TRANSPORTATION

By: _____

Title: _____

Date: _____

**MnDOT OFFICE OF FINANCIAL MANAGEMENT –
GRANT UNIT**

By: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____



DULUTH INTERNATIONAL AIRPORT

Travel Globally. Fly Locally.

DRAFT

MINUTES OF THE MEETING

DATE: November 16, 2021

PLACE: Amatuzio Conference Room
Duluth International Airport, Duluth, MN

DIRECTORS PRESENT: Craig Fellman
Jeff Anderson
Don McIsaac
Elissa Hansen
Kevin O'Brien

DIRECTORS PARTICIPATING VIA ELECTRONICS
MEANS Todd Fedora

DIRECTORS ABSENT: Kim Maki

OTHERS PRESENT: Tom Werner, Executive Director
Mary Ann Wittkop, Recording Secretary
Steve Hanke, Assistant City Attorney
Mark Papko, Director of Operations
Natalie Peterson, Director of Communications & Marketing
Jana Kayser, Business Development Manager
Mike Magni, Monaco Air
Kaci Nowicki, SEH
Shawn McMahon, SEH
Eric Monson, Lake Superior Helicopters

OTHERS PARTICIPATING VIA ELECTRONICS
MEANS: Joelle Bodin, Finance & Administration Director
Kathy Leon, Confidential Bookkeeper
Matt Stewart, SEH
Scott Sannes, SEH
Don Monaco, Monaco Air
Allison Andrashko, SEH
Jesse Baker, Landrum & Brown

President Fellman welcomed everyone to the DAA November Board meeting and called it to order at 8:00 a.m. He performed roll call noting Dir. Fedora as attending virtually due to an underlying health condition and Dir. Maki as absent.

Dir. Hansen arrived at 8:03 a.m.

Mr. Tom Werner, Executive Director, updated on the Executive Director's review:

- Air Service: Spoke on the airport air service presentation noting October total passengers year to date, total load factors, seats, national and local air services news and updates; overviewed key metrics statistics – air cargo, fuel sales, rental cars, parking lot and restaurant.
- Operations/Construction/Planning: Mr. Werner reviewed on the pursuit for a reimbursable agreement, have engaged with the FAA regional administrator for help to get a contract in hand and explained why that is important.
 - Master Plan (MP) and Part 150 Noise Study -- Ms. Kaci Nowicki, SEH, briefed on the MP recent activities, meetings and feedback, finalizing of the financial implementation plan development, next steps, milestones to completion and timeline -- all materials and summaries are posted to the project website. Part 150 noise study -- summarized on the November 2nd public workshop, hearing, and timeline process, written comments will be accepted until November 26th; Mr. Werner read highlight points from a noise study comment letter received this morning from the CCEC; Mr. Jesse Baker, Landrum & Brown mentioned another comment letter that will also be added to the input of public comments. Questions followed. Mr. Werner recognized the work of SEH and Landrum & Brown for their hard work on a very comprehensive process and project.
 - Operations/Construction: Mr. Mark Papko, Director of Operations, spoke on the terminal holiday décor, snow removal meetings with tenant partners, and very happy to announce the new Public Safety Manager has been selected – Mr. Matt Snell; gave a brief background and information on him.
 - Sky Harbor – Ms. Nowicki, SEH, reviewed the Sky Harbor master plan project progress, continue to research Customs Border Protection (CBP) service, facility needs, next steps and timeline; Mr. Werner detailed further and congratulated SEH, DAA and the Sky Harbor Airport runway realignment project for being recognized as the best airport transit project by the ENR Midwest online magazine.
- Business/Proper Development: Ms. Jana Kayser, Business Development Manager, summarized on the Sun Country Airlines and ground handling services agreements; next month should have these agreements for approval. She reported the good news of a payment received on a 2020 minimum annual guarantee (MAG).
- Financial Update: Mr. Werner overviewed on the ARPA and CRRSA concessionaire relief, updated bond payment schedule, and December will be coming back to the board with a CFC and PFC reconciliation. He presented the third quarter financial update noting revenues, cost per enplaned passenger (CPE), operating expenditures, supplies and detailed on the executive summary.
- Marketing/Communications: Ms. Natalie Peterson, Director of Communications and Marketing, spoke on the annual holiday party December 16th and the Sun Country launch event December 17th.
- Legislative: Mr. Werner spoke on the City of Duluth's effort to change the airport property tax modifications and the rundown of the airport provisions that are included in the recently passed infrastructure package.

- Other: Mr. Papko explained there are no new significant updates for the Joint Airport Zoning Board (JAZB); these meetings will be moving back to their quarterly schedule. Mr. Werner shared that the co-authored paper on airport's experiences during COVID-19 has been published in the Research in Transportation Economics Journal and detailed on the December 2nd board retreat plans, questions followed.

Pres. Fellman congratulated all on sharing the good news provided in this summary review. Dir. Anderson moved to approve the October 19, 2021 meeting minutes and consent items. Dir. McIsaac seconded. Roll call, all ayes, motion carried.

CONSENT ITEMS

Cash Disbursement Sheets #38, #39, and #40, 2021. Construction fund disbursement sheets #10 and #11, 2021.

Airport news: October 6, 2021 thepointsguy.com "United CEO Talks Travel: Boeing 767s Will Return to JFK, Future of 50-Seat Regional Jets Uncertain", DLH Press Release "A Reminder of the Full Details Regarding DLH's New Sun Country Service", Reuters Business News "U.S. Airlines, White House Say Vaccine Mandate Will Not Impact Holiday Travel", USA Today "SkyWest Cancels Hundreds of Flights: American, Delta, United, Alaska Airlines Impacted", and DLH press release "Duluth International Airport Air Service Update".

E-Mail from Monaco Air Foundation with summary of October 2021 activities.

Letter from DAA to FAA regarding Duluth International Airport Air Traffic Control Tower siting study reimbursable agreement.

Link for Part 150 Noise Study – Duluth International Airport -- [Part 150 Noise Study - Duluth International Airport \(duluthairport.com\)](#).

Link for Metropolitan Airports Commission (MAC) Minutes -- <https://metroairports.org/Airport-Authority/Metropolitan-Airports-Commission/Public-Meetings/Board-Meetings.aspx>.

August 2021 financial report, September 2021 accounts receivables, and airport statistics.

OPPORTUNITY FOR PERSONS TO BE HEARD

None.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Werner overviewed the total process including public involvement for the Part 150 Noise Study. The link for the full summary and information packet has been provided on the agenda and is located on the website, the DAA staff recommends approval. Mr. Jesse Baker, Landrum

& Brown detailed further,. Dir. Fedora moved to approve the resolution to approve the recommendation of the Duluth International Airport's Part 150 Noise Study. Dir. O'Brien seconded. Roll call – all ayes. Motion carried.

Mr. Papko reviewed Phase 2 of the Taxiway A preliminary design, explaining the project and timeline, questions followed. Dir. McIsaac moved to approve the resolution for Work Order 2021-7 between the Duluth Airport Authority and SEH, Inc. for Taxiway A Phase 2 preliminary design. Dir. O'Brien seconded. Roll call -- Dir. Anderson abstained, Pres. Fellman, Dir. McIsaac, Dir. O'Brien, Dir. Fedora ayes. Motion carried.

Mr. Papko summarized on the work order for lighting and signage replacement design, questions followed. Dir. Hansen moved to approve the resolution for Work Order 2021-8 between the Duluth Airport Authority and SEH, Inc. for Runway 3-21 lighting and signage replacement final design. Dir. McIsaac seconded. Roll call -- Dir. Anderson abstained, the rest ayes. Motion carried.

Mr. Papko spoke on the internet access agreement and noted the language addition, he recommended approval. Dir. Anderson moved to approve the resolution with the language modification for the standard internet access agreement and authorize Executive Director to execute all future agreements and make modifications with legal counsel approval. Dir. O'Brien seconded. Roll call – all ayes. Motion carried.

Mr. Werner summarized on the Sky Harbor rates and charges. Dir. Hansen moved to approve the resolution for the Sky Harbor Airport DYT 2022 rates and charges addendum Dir. O'Brien seconded. Roll call – all ayes. Motion carried.

Mr. Werner explained and reviewed the next two resolutions as standard maintenance and operations agreements, he recommended approval. Dir. Hansen moved to accept and approve Duluth International Airport maintenance and operations grant contract 1047446 and to authorize the Duluth Airport Authority's President and Secretary to execute the contract and any amendments. Dir. McIsaac seconded. Roll call – all ayes. Motion carried.

Dir. O'Brien moved to accept and approve Sky Harbor Airport maintenance and operations grant contract 1047447 and to authorize the Duluth Airport Authority's President and Secretary to execute the contract and any amendments. Dir. Hansen seconded. Roll call – all ayes. Motion carried.

Ms. Kayser spoke on the office space lease agreement, she recommended approval. Dir. Hansen moved to approve the resolution for the terminal office space lease agreement between the Duluth Airport Authority and Short Elliott Hendrickson (SEH). Dir. McIsaac seconded. Roll call – Dir. Anderson abstained, the rest ayes. Motion carried.

Mr. Werner wanted Board members to be aware of the opportunity to attend reoccurring DAA staff meetings and presented a listing of these meetings; he welcomed anyone interested to attend.

Pres. Fellman overviewed the recent conversations and topics related to the discussion for board members on an attendance policy. He welcomed everyone's comments and opened the discussion. Round the table comments and conversation followed regarding attendance, remote attendance and complying with open meeting laws; the consensus was to support a subcommittee to research and provide recommendation by the next meeting.. Dir. Anderson volunteered to serve on the subcommittee along with Steve Hanke, Assistant City Attorney and Mr. Werner.

Dir. Fedora questioned if there was an ILS update, Mr. Werner detailed on funding and timing of the project.

Dir. Hansen moved to adjourn the meeting. Dir. O'Brien seconded. Roll call – all ayes, motion carried. President Fellman adjourned the November 16th DAA board meeting at 9:28 a.m.

Respectfully submitted,

Mary Ann Wittkop
Recording Secretary

APPROVED:  _____

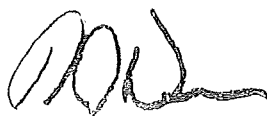
DATE: 14 DEC 21

III.

Duluth Airport Authority DAA Operating Check Register #41-2021 November 10, 2021

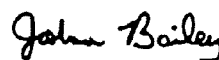
Document Number From 10820 To 10839

Document Number	Date	Transaction Type	Payee	Amount
10820	11/10/2021	BILLPMT	Acme Tools	\$179.00
10821	11/10/2021	BILLPMT	Activar Plastic Products Group	\$128.00
10822	11/10/2021	BILLPMT	Aramark	\$123.45
10823	11/10/2021	BILLPMT	Arrowhead Tap House	\$68.00
10824	11/10/2021	BILLPMT	Blueglobes LLC	\$1,360.86
10825	11/10/2021	BILLPMT	Bodin, Joelle N	\$0.01
10826	11/10/2021	BILLPMT	Caywood Oil, LLC	\$490.60
10827	11/10/2021	BILLPMT	Century Link	\$72.00
10828	11/10/2021	BILLPMT	City Of Duluth Comfort Systems	\$27.37
10829	11/10/2021	BILLPMT	Como Lube & Supplies	\$15.00
10830	11/10/2021	BILLPMT	Doorco	\$159.72
10831	11/10/2021	BILLPMT	Duluth Lawn & Sport	\$794.07
10832	11/10/2021	BILLPMT	Hermantown Hydraulics, LLC	\$257.73
10833	11/10/2021	BILLPMT	Menards - Hermantown	\$683.79
10834	11/10/2021	BILLPMT	Menards - West Duluth	\$86.63
10835	11/10/2021	BILLPMT	NAPA Auto Parts	\$15.72
10836	11/10/2021	BILLPMT	State of Minnesota Department of Public Safety EPCRA Program	\$25.00
10837	11/10/2021	BILLPMT	Tibodeau, Justin	\$41.76
10838	11/10/2021	BILLPMT	Turbo Diesel & Electric	\$298.49
10839	11/10/2021	BILLPMT	Waste Management of WI-MN	\$4,056.36
				\$8,883.56
Void Check #10825				-\$0.01
Total				\$8,883.55



Airport Director

Airport Authority



City Treasury

Duluth Airport Authority
DAA Operating Check Register #42-2021
November 19, 2021 - November 23, 2021

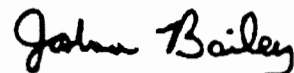
Document Number From 10840 To 10874

Document Number	Date	Transaction Type	Payee	Amount
10840	11/23/2021	BILLPMT	Border States	\$730.93
10841	11/23/2021	BILLPMT	Century Link	\$190.88
10842	11/23/2021	BILLPMT	City Of Duluth Comfort Systems	\$7,591.69
10843	11/23/2021	BILLPMT	Compudyne, Inc.	\$150.00
10844	11/23/2021	BILLPMT	Daleo	\$695.67
10845	11/23/2021	BILLPMT	Doucette's Special Events Rental, LLC	\$545.30
10846	11/23/2021	BILLPMT	Durfee, Tristan	\$119.99
10847	11/23/2021	BILLPMT	Grainger	\$110.00
10848	11/23/2021	BILLPMT	Graves, John	\$60.00
10849	11/23/2021	BILLPMT	Hermantown Area Chamber	\$50.00
10850	11/23/2021	BILLPMT	Ideal Manufacturing Inc.	\$262.22
10851	11/23/2021	BILLPMT	Jamar Company	\$7,675.00
10852	11/23/2021	BILLPMT	MB Companies inc.	\$32,065.00
10853	11/23/2021	BILLPMT	Menards - Hermantown	\$93.97
10854	11/23/2021	BILLPMT	Metro Sales, Inc.	\$343.13
10855	11/23/2021	BILLPMT	NAPA Auto Parts	\$67.96
10856	11/23/2021	BILLPMT	Papko, Mark	\$60.00
10857	11/23/2021	BILLPMT	Parsons	\$8,802.31
10858	11/23/2021	BILLPMT	Peterson Excavating & Landscaping	\$4,400.00
10859	11/23/2021	BILLPMT	Peterson, Natalie	\$186.53
10860	11/23/2021	BILLPMT	Peterson, Natalie	\$60.00
10861	11/23/2021	BILLPMT	Pomp's Tire Service, Inc.	\$790.04
10862	11/23/2021	BILLPMT	Republic Parking System, LLC	\$1,100.00
10863	11/23/2021	BILLPMT	Sinnott, Paul	\$125.01
10864	11/23/2021	BILLPMT	Spectrum Business	\$142.43
10865	11/23/2021	BILLPMT	Superior Chamber of Commerce	\$85.00
10866	11/23/2021	BILLPMT	Swim Creative	\$7,222.57
10867	11/23/2021	BILLPMT	Taylor, Dan	\$60.00
10868	11/23/2021	BILLPMT	Timm, Kenneth	\$60.00
10869	11/23/2021	BILLPMT	Todd Signs, LLC	\$968.50
10870	11/23/2021	BILLPMT	Voltaire Aviation Inc.	\$2,300.00
10871	11/23/2021	BILLPMT	Welch, Ryan	\$60.00
10872	11/23/2021	BILLPMT	Werner, Thomas	\$60.00
10873	11/19/2021	CHK	WF Bus Payment Processing - Joelle	\$2,188.16
10874	11/22/2021	CHK	WF Bus Payment Processing - Tom	\$1,425.88
Total				\$80,848.17



Airport Director

Airport Authority



City Treasury

Duluth Airport Authority
DAA Operating Check Register #43-2021
December 3, 2021

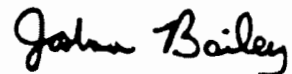
Document Number From 10880 To 10905

Document Number	Date	Transaction Type	Payee	Amount
10880	12/3/2021	BILLPMT	AMCG Aviation Management Consulting Group	\$5,800.00
10881	12/3/2021	BILLPMT	Apex	\$1,250.00
10882	12/3/2021	BILLPMT	Auto Value Duluth Paint and Body	\$62.36
10883	12/3/2021	CHK	Citi Cards	\$3,183.55
10884	12/3/2021	BILLPMT	Citon	\$10,764.47
10885	12/3/2021	BILLPMT	Dalco	\$904.16
10886	12/3/2021	BILLPMT	Duluth Area Chamber Of Commerce	\$3,700.00
10887	12/3/2021	BILLPMT	Grainger	\$136.31
10888	12/3/2021	BILLPMT	Guardian Pest Solutions	\$175.25
10889	12/3/2021	BILLPMT	HD Supply Facilities Maintenance, Ltd.	\$64.28
10890	12/3/2021	BILLPMT	Herstad, Aaron	\$241.54
10891	12/3/2021	BILLPMT	iFIDS.com Inc.	\$125.00
10892	12/3/2021	BILLPMT	Kraemer Construction, Inc.	\$40.00
10893	12/3/2021	BILLPMT	Menards - West Duluth	\$157.76
10894	12/3/2021	BILLPMT	NAPA Auto Parts	\$60.54
10895	12/3/2021	BILLPMT	Nextera Communications	\$1,263.99
10896	12/3/2021	BILLPMT	Noble, Peter	\$147.84
10897	12/3/2021	BILLPMT	Northern Business Products, Inc.	\$101.67
10898	12/3/2021	BILLPMT	Northern States Supply, Inc.	\$143.22
10899	12/3/2021	BILLPMT	Northern Tool & Equipment	\$145.96
10900	12/3/2021	BILLPMT	Peterson, Natalie	\$35.81
10901	12/3/2021	BILLPMT	Praxair Distribution Inc.	\$128.75
10902	12/3/2021	BILLPMT	Quadient Leasing USA, Inc.	\$531.72
10903	12/3/2021	BILLPMT	Shel/Don Group Inc.	\$119.65
10904	12/3/2021	BILLPMT	Snell, Matthew	\$299.04
10905	12/3/2021	BILLPMT	Werner, Thomas	\$5.00
Total				\$29,587.87



Airport Director

 Airport Authority



 City Treasury

Duluth Airport Authority
DAA Operating Check Register #44-2021
December 9, 2021

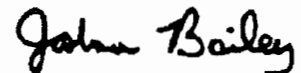
Document Number From 10906 To 10922

Document Number	Date	Transaction Type	Payee	Amount
10906	12/9/2021	BILLPMT	Activar Plastic Products Group	\$338.66
10907	12/9/2021	BILLPMT	Arrowhead Tap House	\$68.00
10908	12/9/2021	BILLPMT	Best Oil Company	\$8,015.76
10909	12/9/2021	BILLPMT	City Of Duluth Comfort Systems	\$14.71
10910	12/9/2021	BILLPMT	Engelmeier, Roger	\$250.00
10911	12/9/2021	BILLPMT	ESC Systems	\$294.00
10912	12/9/2021	BILLPMT	General Security Services Corporation	\$19,297.28
10913	12/9/2021	BILLPMT	Ideal Manufacturing Inc.	\$138.75
10914	12/9/2021	BILLPMT	Inter City Oil (ICO)	\$34.70
10915	12/9/2021	BILLPMT	Jamar Company	\$10,075.00
10916	12/9/2021	BILLPMT	Landrum and Brown, Incorporated	\$2,670.98
10917	12/9/2021	BILLPMT	Minnesota Power	\$22,230.48
10918	12/9/2021	BILLPMT	Northern States Supply, Inc.	\$211.53
10919	12/9/2021	BILLPMT	Northern Tool & Equipment	\$37.47
10920	12/9/2021	BILLPMT	Paul Bunyan Communications	\$20,783.34
10921	12/9/2021	BILLPMT	Praxair Distribution Inc.	\$94.97
10922	12/9/2021	BILLPMT	Waste Management of WI-MN	\$2,946.34
Sub-Total				\$87,501.97
VOID Check #10905				\$ (5.00)
Total				\$87,496.97



Airport Director

Airport Authority



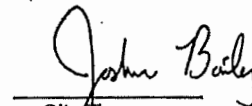
City Treasury

Duluth Airport Authority
DAA Construction Check Register #12-2021
November 23, 2021

Document Number From 10875 To 10879

Document #	Date	Transaction Type	Payee	Amount
10875	11/23/2021	BILLPMT	1 MediaUSA Advertising Inc	\$500.00
10876	11/23/2021	BILLPMT	1 Northland Constructors of Duluth, LLC	\$161,494.65
10877	11/23/2021	BILLPMT	1 Prairie Restorations, Inc.	\$595.00
10878	11/23/2021	BILLPMT	1 Short Elliott Hendrickson	\$80,392.31
10879	11/23/2021	BILLPMT	1 Swim Creative	\$20,120.31
Total				<u>\$263,102.27</u>


Airport Director


City Treasury

**Duluth Airport Authority
DAA Operating ACH Payment Register
12-Nov-21**

Document Number	Date	Transaction Type	Payee	Amount
00000010/1	11/12/2021	BILLPMT	Aramark	\$56.61
Total				\$56.61

Airport Director

Airport Authority

City Treasury

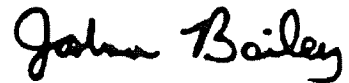
**Duluth Airport Authority
DAA Operating ACH Payment Register #2-2021
November 23, 2021**

Document Number	Date	Transaction Type	Payee	Amount
00000011/1	11/23/2021	BILLPMT	Acme Tools	\$376.00
00000011/10	11/23/2021	BILLPMT	Menards - Hemantown	\$21.77
00000011/11	11/23/2021	BILLPMT	Wittkop, Mary Ann	\$60.00
00000011/2	11/23/2021	BILLPMT	Aramark	\$56.61
00000011/3	11/23/2021	BILLPMT	Bodin, Joelle	\$60.00
00000011/4	11/23/2021	BILLPMT	iFIDS.com Inc.	\$125.00
00000011/5	11/23/2021	BILLPMT	Kayser, Jana	\$60.00
00000011/6	11/23/2021	BILLPMT	Leon, Kathy	\$60.00
00000011/7	11/23/2021	BILLPMT	Menards - Hemantown	\$46.59
00000011/8	11/23/2021	BILLPMT	Menards - Hemantown	\$34.70
00000011/9	11/23/2021	BILLPMT	Menards - Hemantown	\$10.47
Total				<u>\$911.14</u>



Airport Director

Airport Authority



City Treasury

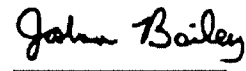
Duluth Airport Authority
DAA Operating ACH Payment Register #3-2021
December 3, 2021
Confirmation Number 3360242

Document Number	Date	Transaction Type	Payee	Amount
00000012/1	12/3/2021	BILLPMT	Acme Tools	\$2,447.00
00000012/10	12/3/2021	BILLPMT	Menards - Hermantown	\$20.22
00000012/11	12/3/2021	BILLPMT	Menards - Hermantown	\$11.88
00000012/2	12/3/2021	BILLPMT	Aramark	\$66.84
00000012/3	12/3/2021	BILLPMT	Como Lube & Supplies	\$48.50
00000012/4	12/3/2021	BILLPMT	Como Lube & Supplies	\$3,413.85
00000012/5	12/3/2021	BILLPMT	Menards - Hermantown	\$10.32
00000012/6	12/3/2021	BILLPMT	Menards - Hermantown	\$37.94
00000012/7	12/3/2021	BILLPMT	Menards - Hermantown	\$76.89
00000012/8	12/3/2021	BILLPMT	Menards - Hermantown	\$86.42
00000012/9	12/3/2021	BILLPMT	Menards - Hermantown	\$121.74
Sub-Total				\$6,341.60
IFIDS.com Inc. (canadian ACH)				-\$125.00
Total				\$6,216.60



Airport Director

Airport Authority



City Treasury

ENRMidwest

Best Project

Best Airport/Transit Duluth Sky Harbor Airport



Photo courtesy of Short Elliott Hendrickson

November 8, 2021

Duluth Sky Harbor Airport
Duluth, Minnesota

BEST PROJECT

OWNER: Duluth Airport Authority

LEAD DESIGN FIRM: Short Elliott Hendrickson Inc. (SEH)

GENERAL CONTRACTOR: Northland Constructors

With the goal of balancing environmental protection and aviation safety, Short Elliott Hendrickson designed an alternative alignment for the main runway at Duluth Sky Harbor. The airport is located on Minnesota Point—one of the largest baymouth sandbars in the world and home to several state and federally protected species. It's also home to old-growth pine trees, which were obstructing the flight path to and from the airport.



Photo courtesy of Short Elliott Hendrickson

To preserve the trees, which grow in a rare plant community found nowhere else in the state, the design team rotated the alignment away from the woods and into neighboring Superior Bay. To accomplish this, the runway was also shortened in length to 2,600 ft from 3,050 ft.



Photo courtesy of Short Elliott Hendrickson

The project created 7.5 acres of new land along the Superior Bay shoreline using 70,000 cu yd of fill. The new land was created over three phased construction seasons, including fill, surcharge for consolidation and surcharge removal. The phasing also minimized runway closures during construction, which was led by Northland Constructors.



Photo courtesy of Short Elliott Hendrickson

The design team conducted both extensive geotechnical modeling and settlement analysis. During the yearlong consolidation period, settlement plates and sensors were used to compare the actual settlement with designed values.



Photo courtesy of Short Elliott Hendrickson

Land access to the site required crossing the Aerial Lift Bridge, a historic structure with a limited load rating. Trucking earthwork and bituminous paving material onto the site would have required more than 12,500 loads, so nearly all of those materials were barged across Superior Bay to the site to reduce traffic on the five-mile-long two-lane access road.

Related link: [Best Projects Rebuild Better](#)

Pilot shortage stalls potential Duluth-to-Denver flight back to 2023

Airline passengers are returning to Duluth International Airport, though figures still remain below pre-pandemic numbers.

Written By: [Jimmy Lovrien](#) | Nov 24th 2021 - 5pm.

A national pilot shortage will likely delay any chance at a direct flight between Duluth and Denver until 2023.

In July, [when the U.S. Department of Transportation awarded the airport a \\$750,000 grant to help establish the route](#), airport officials had hoped for flights between Duluth and Denver, a major hub to destinations on the West Coast, to begin next year.

But a pilot shortage is making it difficult for any airline to add new routes, or even staff current routes.

"I think the crew shortage issue has made launching in '22 less likely," Tom Werner, executive director of the Duluth Airport Authority, said in an interview with the News Tribune on Wednesday. "It's much more likely that we're looking at a 2023 launch of that service."

Through 2040, North America will need 130,000 pilots and even more technicians and cabin crew members, aircraft manufacturer [Boeing said in its Pilot and Technician Outlook 2021-2040](#).

Although the pilot shortage preceded COVID-19, the pandemic worsened it.

At the beginning of the pandemic in 2020, airline passenger numbers nosedived. Airlines grounded planes, laid off employees and offered buyouts.

"Many junior pilots lost their jobs last year, leading some to change careers and leave the industry altogether," Boeing's report said. "Concurrently, many experienced pilots accepted voluntary early retirement packages, and those that remain will be unable to fly for commercial airlines once they reach the mandatory retirement age."

As passengers return to flying, airlines have struggled to find enough staff to accommodate them.

Locally, United Airlines once operated up to three daily non-stop flights from Duluth to Chicago's O'Hare International Airport. But throughout November, it will fly just one per day, bumping up to two flights per day in December. Earlier this month, the airport said the cause was pilot shortage, not passenger demand.

That pilot shortage is making it difficult to secure an airline for the long-awaited Denver route.

"So we need a carrier that has the pilots and the aircraft ready to fly in 2023," Werner said. "And we're talking to a couple right now and we'll talk to a couple more here in the weeks to come in hopes that we keep this in front of them."

The grant is designed to “mitigate the startup risk” to any airline looking to start a new route at a smaller airport, Werner said. In addition to the grant, the airport secured \$250,000 in matching pledges from the community for the \$1 million project, including \$100,000 from the city of Duluth and \$75,000 from St. Louis County, the News Tribune has previously reported.

The airport currently offers daily non-stop flights to Chicago and Minneapolis-St. Paul. In December, [Sun Country will begin offering twice-weekly flights to Fort Myers, Florida, and Phoenix, Arizona, through mid-April.](#)

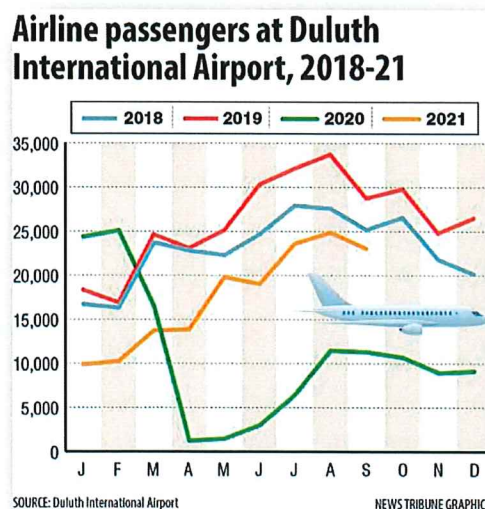
The current flights are, in a way, a test for airlines looking at adding other routes out of Duluth.

“It's not a chicken-and-the-egg argument — what comes first, passenger demand or the airline?” Werner said. “We have to demonstrate the demand and a business case in order for the airline to be successful and to take a chance on us. That doesn't happen without people coming into our doors and supporting the local product.”

Leisure, not business, travel is returning

After a steep decline in airline passengers passing through the Duluth International Airport at the onset of the pandemic — from 25,111 in February 2021 to just 1,243 in April 2021 — numbers have steadily increased but still remain behind pre-pandemic figures.

In September, the most recent month with data available, more than 23,500 passengers flew in and out of Duluth. That’s down about 20% from September 2019 and almost 9% from 2018 figures.



Similarly, national figures also reflect that. U.S. airlines are still moving 20% fewer passengers in September 2021 compared to the same month in 2019, according to the [U.S. Bureau of Labor Statistics](#).

Locally, most of the travel has been for leisure, while business travel, which has long been the “backbone” for the airport, has not fully recovered, Werner said.

"This particular virus and the pandemic as a whole has constrained travel — certainly has depressed travel demands," Werner said. "But I'm happy to report that it's starting to come back and so I think there is a segment of the population that is learning to live with the virus to some degree, and for them, that means that their travel habits will resume."

Werner credits the vaccine with increasing passenger numbers. Looking ahead to 2022, he said the airport conservatively estimates passenger numbers will remain about 15% below 2019, which the airport is using as a benchmark.

"I think if business travel returned strongly in either Quarter 1 or 2 across the country, we could be above that," Werner said.

It would still be an improvement over 2021. Werner forecasts the year will end about 30% below the 2019 passenger count.



Air travelers check in at the Delta Airlines ticket counter for a flight to Minneapolis on Wednesday, Nov. 24, 2021, at the Duluth International Airport. Clint Austin / Duluth News Tribune



MEDIA ADVISORY

CONTACT:

Natalie Peterson, Duluth Airport Authority,
Director of Communications & Marketing
218-625-7768

DULUTH INTERNATIONAL AIRPORT CELEBRATES NEW SUN COUNTRY SERVICE WITH "PACK YOUR BAG AND GO" LAUNCH EVENT

(Duluth, MN) The Duluth International Airport will be celebrating the start of Sun Country's new flight service with their Sun Country Pack Your Bag and Go Launch Event on Friday, December 17th at 5pm.

The event will feature appetizers from Valentini's, available parking validation for all attendees, a cash bar, live music from Townsquare Media DJs, as well as a chance for attendees to win one of two travel packages to either Fort Myers or Phoenix, including airfare and accommodations. The drawing will be held that evening, and the winners will depart that night for a warm-weather weekend getaway!

- WHAT:** The Sun Country Pack Your Bag and Go Launch Event
WHEN: Friday, December 17th from 5-7pm
WHERE: Duluth International Airport
PARKING: Please park in the general parking lot. Validation for press will be available.
NOTES: Masks are required for all attendees. Drawing for the Fort Myers trip will be held at 5:45 pm. Drawing for the Phoenix trip will be held at 6:30 pm. Media please report to registration table upon arrival. We will have a staged location for you.

About Duluth International Airport

About Duluth International Airport

The state-of-the-art passenger terminal at the Duluth International Airport opened for business on January 14, 2013. Currently, United Airlines offers daily nonstop flights to Chicago and Delta offers daily nonstop flights to Minneapolis/St. Paul. Beginning December 17th, Sun Country will begin direct flights from Duluth to Ft. Myers, FL and Phoenix, AZ. We are committed to providing our customers with superior services in a safe, secure and professional environment incorporating mitigation strategies and best practices as recommended by the CDC. Be sure to visit our Club DLH Business Suite, designed with the working traveler in mind. Visit duluthairport.com, like us at [facebook.com/duluthairport](https://www.facebook.com/duluthairport) or follow us on Twitter [@DuluthAirport](https://twitter.com/DuluthAirport).

Citizens Committee for Environmental Concerns

Dwight Morrison and Faye Topliff, Co-chairs, 218-413-8828, 5560 Highway 194, Hermantown, Minnesota 55811

To: Duluth Airport Authority, 150 Noise Study

Fr: Dwight Morrison, C.C.E.C. cochair

Re: Lack of Airport Noise Reduction by FAA 150 Noise Study

Dear Duluth Airport Authority Member/ Study Member :

The C.C.E.C. has reviewed the FAA 50 Noise Study results, and has found them lacking! The Noise Study that was held for the last two years of the Covid 19 epidemic in Duluth, lacks achieving the important goal of reducing Airport Noise! There are many ways to reduce aircraft noise at the source at the Duluth Airport, but the motivation to do anything is lacking!

Our review of the FAA 150 Noise Study's latest published information shows no in the noise levels at the airport. The 150 Study results did recommend paying off the citizens effected by the airport noise. The study has not made any recommendations that could possibly reduce aircraft noise in any way in Duluth, and that is what the C.C.E.C. expected! We looked to the expensive (\$600,000+ estimate) FAA 150 Noise Study to recommend how to reduce the aircraft noise levels as part of the effort in Duluth. We considered the FAA Study effort initially to be a legitimate attempt at noise reduction, but have now concluded it was a waste of time and effort.

The C.C.E.C. organization has studied the noise issue since the early 1970s, and has reviewed and participated in a number of methods to reduce airport noise at the source. The C.C.E.C. is very disappointed by the lack of 'noise reduction' results of the FAA 150 Noise Study in Duluth. Given the many possibilities for noise reduction that are available, we question the competency of the Study Contractor that can not make one positive recommendation. The FAA Study seems to have missed the whole idea of airport noise reduction, by simply throwing money at the problem!

We have already submitted our comments in our previous letters, so please review our previous C.C.E.C. study recommendations. We have received no communication to indicate any action on those comments. We can only assume that the study has ignored our contributions. After the study is over, local control might again replace federal FAA design that has guaranteed nothing.

Sincerely:

Dwight Morrison, C.C.E.C. cochair

5560 Highway 194

Hermantown, Mn. 55811





DULUTH INTERNATIONAL AIRPORT

Closer to everywhere.

November 22, 2021

RE: Customs & Border Protection
General Aviation Facility
Duluth Sky Harbor Airport

Alphie J. Clavette
Port Director, Duluth Minnesota
Office of Field Operations
Customs and Boarder Protection

Dear Port Director Clavette:

Thank you for your participation thus far in the Sky Harbor Master Planning process. Your input has been helpful as the airport evaluates user needs and the best alternatives to meet those needs, including those of CBP. Previously, CBP indicated that in order for services to continue being provided at DYT, a standard Federal Inspection Services (FIS) area through a General Aviation Facility (GAF) must be provided.

Project Update

At this point in the Master Plan process, DAA has documented the need for CBP services at Sky Harbor. That need includes approximately 70 flights per year, the vast majority of which are recreational flights. Of the users who use CBP services, most indicate that it is convenient to clear Customs at Sky Harbor, but that other options are available including Crane Lake and DLH, both of which are frequently used by tenants and users of Sky Harbor.

The DAA also evaluated the space available in the existing DAA-owned terminal building. While the existing apron-facing space is used for a GA terminal and DAA offices, there is potential for it to be remodeled into a CBP space. Up to approximately 950 SF on the first floor could potentially be dedicated to CBP purposes; however, this use will displace the general aviation terminal use which is currently used multiple times per day by airport users. This use would need to be relocated to the rear of the first-floor space (currently an apartment) or onto the second floor (existing unfinished space requiring installation of an elevator), or in another area on the airport which has limited developable space.

Next Steps

- 1) At this stage of the airport master planning effort, the DAA wishes to execute the Non-Disclosure Agreement (provided to DAA on 2/5/2021 by Ranay Blanford) to receive the



DULUTH INTERNATIONAL AIRPORT

Closer to everywhere.

Design Standards for a GAF facility to help develop a cost estimate to consider as part of the alternatives analysis.

- 2) In addition to evaluating alternatives that provide a standard GAF facility, the DAA is also evaluating the option of removing the US Port of Entry Status. **The DAA is requesting that your office provide details outlining the process, timeline and costs associated with removing the US Port of Entry Status at Sky Harbor.** This additional information is needed to provide a thoughtful and comprehensive recommendation to the Duluth Airport Authority Board.

We appreciate the accurate information you continue to provide us. As we are nearing the completion of this planning study, the information and guidance provided from your agency will be important in our evaluation of alternatives and selection of a preferred alternative. Thank you again for your support and participation in this process.

Sincerely,

Mark Papko

Digitally signed by Mark Papko
Date: 2021.11.23 08:13:41
-06'00'

Mark Papko
Director of Operations
Duluth International Airport

Mary Ann Wittkop

From: Don Monaco <donm@monacoairduluth.com>
Sent: Wednesday, December 1, 2021 7:49 AM
To: Tom Werner; craig.fellman
Cc: 'Dave Gaddie (dgaddie@bell.bank)'; 'Greg Fox (gregandsheilafox@hotmail.com)'; 'Bill King (BKing@cirrusaircraft.com)'; Michael A. Magni; 'Pat Mullen (runtrailfree@gmail.com)'; 'Richard Stewart (RStewart@uwsuper.edu)'; todd.fedora; 'Steve Overom (soverom@overomlaw.com)'; Mary Ann Wittkop
Subject: November, 2021 Monaco Air Foundation Report

Tom and Craig,

Please share this report with the Duluth Airport Authority Board at its next regularly scheduled meeting.

Summary of November, 2021 Activities

Airport Tour Program: The Foundation continues to offer Duluth International Airport tours to groups of high school students and to other groups upon request. Tours have been suspended during the COVID-19 pandemic and will resume after groups begin requesting tours and procedures for safe conduct are in place.

Other Initiatives: The Foundation welcomes additional requests from the Duluth Airport Authority Board for initiatives the Board would like the Foundation to consider.

Please let me know if you have any questions about this month's report.

Respectfully submitted,

Don Monaco

President

Monaco Air Foundation, Inc.

4535 Airport Approach Road

Duluth, MN 55811

Phone: 218-727-2911

Mobile: 630-728-5571

Fax: 218-336-0001

donm@monacoairduluth.com

www.monacoairduluth.com

Comment Number	Commenter	Comment	Response
1	Suzanne Herstad	<p>So my question is, or what I need more clarification on is the land use mitigation preventative strategies. And I see that is at the discretion of each municipality to implement. How does that look – how much power do we have to be able to still develop along the corridors and the areas?</p> <p>And what kind of things would you be looking at limiting? Is it single family housing? Business? How does that look?</p>	<p>The Duluth Airport Authority in itself has no controlling authority over land use and/or zoning and development policies in the surrounding communities. Ideally these preventative land use controls would be incorporated into future Joint Airport Zoning Board (JAZB) ordinances as it pertains to overlay districts and the safety of the communities surrounding the Airport. These strategies could also be incorporated as part of any local municipal land use and zoning policies on a as needed basis.</p> <p>Information regarding the types of preventative land use policies and techniques that could be adopted by each municipality to limit the potential development of incompatible land uses (residential, schools, hospitals, churches, nursing homes) within determined boundaries (Airport Land Use Management District) are contained in Chapter 4 and Appendix F.</p>
2	Jackie Carlson	<p>Once recommendations are sent to FAA to decide, what happens if they don't approve the recommendations or just part of them?</p>	<p>In the instance the FAA does not approve the program and/or certain measures of the program, the project staff will work with the FAA in order to determine what modifications are required in order to obtain FAA approval.</p>

3	Dwight Morrison on behalf of Citizens Committee for Environmental Concerns (CCEC)	Why are there no new noise abatement recommendations?	<p>The abatement alternatives that were evaluated for this NCP were as follows:</p> <ul style="list-style-type: none"> ▪ Modification of arrival and departure flight routes ▪ Increase 03/21 runway utilization for commercial traffic ▪ Develop new approach and departure procedures <ul style="list-style-type: none"> ○ Optimized Profile Descent Profiles ○ Distant Noise Abatement Departure Profiles ○ Close-in Noise Abatement Departure Profiles ▪ Extension of Runway 03/21 ▪ Construct sound barriers ▪ Implement airport operations restrictions <p>In order to evaluate each alternative, a set of evaluation criteria was established and used to identify the benefits and drawbacks of each alternative. The criteria include feasibility, safety, operational considerations, and noise reduction. After it was determined that an alternative was feasible, safe, and had no major operational drawbacks, an assessment of the benefits in terms of noise and land use compatibility was conducted. Because a decrease in one area may result in an increase in another area, priorities were developed to clarify the evaluation process. The noise impact priorities were as follows:</p> <ul style="list-style-type: none"> ▪ Reductions in the 65+ Day-Night Average Noise Level (DNL) noise contours (most important) ▪ Sensitivity to shifting noise from one area to another (important) ▪ Ensuring that the tradeoffs of increased versus decreased noise are understood before making a decision ▪ Recognizing that an alternative may have a net reduction in noise impacts, but may be eliminated because those impacts are a result of decreases in one area with a similar level of increases in another
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			<p>Within the aforementioned context, a two-step evaluation method was conducted for potential new abatement alternatives. First, a qualitative screening analysis was conducted on the full range of potential new abatement alternatives for DLH, to determine whether or not the alternative was feasible, safe, and whether or not the alternative would cause operational impacts or additional environmental impacts. Secondly, those alternatives that were determined to be feasible were then subjected to a quantitative analysis, including, where applicable, an analysis of the benefits or drawbacks and potential implementation costs.</p> <p>Each noise abatement alternative and the qualitative screening was reviewed with the membership of the Planning Advisory Committee (PAC). The results of the noise abatement qualitative screening was presented at the 3rd public workshop which was conducted in February of 2021. A summary of this screening analysis is provided in Appendix E.</p>
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Resolution to Approve Amendment No. 2 to Grant Agreement 5542B Between the Duluth Airport Authority and County of St. Louis County in Support of the Small Community Air Service Development Grant Program (SCASD).

TERM ADJUSTMENTS:

- The original contract term is to be extended to December 31, 2023
- The remaining funds of \$50,000 will be paid to the DAA once an airline agreement for covered service is in place

AGREEMENT OVERVIEW (CONTEXT):

- The Duluth Airport Authority has submitted Small Community Air Service Development (SCASD) grant request to the US Department of Transportation to support new air carrier service to Denver.
- The grant has been received by the Duluth Airport Authority
- Grant Agreement 5542B was approved in July of 2019 for a total pledge amount of \$50,000.
- Grant Amendment #1 increased St. Louis County's support from \$50,000 to \$75,000.
- Grant Amendment #2 will extend the agreement to December 31, 2023 and provide for updated payment of the pledge once an air service agreement is in place for covered service.

Prepared by: Joelle Bodin



*Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota*

Adopted on: November 2, 2021 Resolution No. 21-595

Offered by Commissioner: Jewell

Duluth Airport Authority Denver Air Service Project

WHEREAS, The Duluth Airport Authority has successfully made application to the Department of Transportation (DOT) Small Community Air Service Development Program to develop a connection with Denver, Colorado; and

WHEREAS, Having a direct daily connection with a western hub will put downward pressure on fares westbound in the network; and

WHEREAS, Connecting with Denver will give our region daily flights to three major hubs while having three major airlines, for the first time ever, giving travelers more connections and cheaper fares than ever before; and

WHEREAS, The Duluth Airport Authority has not yet been able to identify a carrier to provide this connection; and

WHEREAS, The Duluth Airport Authority has requested a two-year extension to allow it to work with and identify a carrier to provide the service; and

WHEREAS, The County Board previously adopted Resolution No. 19-339 authorizing a pledge in the amount of \$50,000 for this project; and

WHEREAS, The County Board previously adopted Resolution No. 20-613 authorizing the extension of its original pledge and increased it by \$25,000 for a total pledge from the County in the amount of \$75,000; and

WHEREAS, Funding is available through Economic Development funds.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board approves a two-year extension until December 31, 2023, for the Duluth Airport Authority Denver Air Service Project as previously authorized under Board Resolution No.'s 19-339 and 20-613.

RESOLVED FURTHER, That appropriate the county officials are authorized to negotiate and execute an amended funding agreement payable from Fund 178, Object 311008.

Commissioner Jewell moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners Jewell, Boyle, Grimm, McDonald, Musolf, Nelson and Chair Jugovich – 7

Nays – None

STATE OF MINNESOTA
Office of County Auditor, ss.
County of St. Louis

I, **NANCY NILSEN**, Auditor of the County of St. Louis, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 2nd day of November, A.D. 2021, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 2nd day of November, A.D., 2021.

NANCY NILSEN, COUNTY AUDITOR

By:

Clerk of the County Board/Deputy Auditor

Amendment No. 2
Original Damion.....2019-013054
Amendment 1 Damion2021-014330

THIS AMENDMENT is entered by and between the **County of St. Louis**, a body corporate and politic existing under the laws of the state of Minnesota (the "County"), and **Duluth Airport Authority**; a Minnesota nonprofit corporation, located at **4701 Grinden Drive, Duluth, Minnesota 55811**

WHEREAS, the County and Contractor entered into a Contract, hereinafter referred to as the "Original Contract" on July 24, 2019 as the Duluth Airport Authority is applying for a Department of Transportation (DOT) grant called the Small Community Air Service Development Grant Program (SCASD) that is set up for communities that struggle with high fares, limited connections and a lack of competition among air carriers; and

WHEREAS, the Duluth Airport Authority is requesting a \$1 Million revenue guarantee to attract an air carrier to fly 2 – 3 times per day between Denver, Colorado and Duluth, Minnesota. A local funding match is a strong signal by local government and local businesses that expanding air service is important to our region's economy and quality of life; and

WHEREAS, in accordance with its strategic priority of promoting economic development within the region, the County approved a grant in the amount of \$50,000.00 to the Duluth Airport Authority as part of the local funding match; and

WHEREAS, Amendment 1 extended the original pledge of \$50,000.00 and increased it by \$25,000.00 to a total pledge in the amount of \$75,000.00; and

WHEREAS, the Duluth Airport Authority has not yet been able to identify a carrier to provide the Duluth / Denver connection; and

WHEREAS, Board Resolution No. 21-595 adopted on November 2, 2021 allows for a two (2) year extension to meet this goal; and

WHEREAS, Section 6 of the Original Contract shall be amended to "The remaining \$50,000 will be paid once an airline agreement for covered services is in place; and

WHEREAS, the parties desire to amend the Original Contract so as to enable both parties to continue to enjoy the mutual benefits it provides; and

WHEREAS, Paragraph 11 of the Original Contract provides that any amendments shall be valid only when expressed in writing and duly signed by the parties.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the parties agree as follows:

1. The Original Contract shall be extended for a period of two (2) years beginning January 1, 2022 and terminating on December 31, 2023.

2. The remaining \$50,000 will be paid once an airline agreement for covered services is in place
3. All other provisions of the Original Contract, except as amended herein, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereto executed this Amendment on the day and year below.

Duluth Airport Authority

By: _____
Print or Type Name

Signature

Title: _____

Date: _____

Email: _____

County of St. Louis

By: _____

Kevin Z. Gray
County Administrator

Date: _____

By: _____

Michael A. Jugovich
Chair, County Board

Date: _____

By: _____

Nancy Nilsen
Auditor

Date: _____

APPROVED AS TO FORM & EXECUTION:

By: _____

James Nephew
Assistant County Attorney

Date: _____

Damion Number: 2021-014983

VII B

RESOLUTION TO APPROVE CFC USE FOR REIMBURSEMENT OF ALL ELIGIBLE TERMINAL AND PARKING STRUCTURE CONSTRUCTION AND FINANCING COSTS ASSOCIATED WITH RENTAL CAR RELATED ACTIVITIES PER EXHIBIT A.

RESOLUTION OVERVIEW:

- In June of 2011 CFCs collection was established at DLH to pay for “eligible rental car related capital improvements and operating expenses as determined by the Authority.”
- At a special board meeting in March of 2012 Bond Payment and loan information was shared and recommended for the terminal building and parking structure.
- At the April 2012 board meeting the loan agreement with the City of Duluth was approved with final payment numbers. The total CFC share included in the loan agreement was \$2,930,444.61 with \$2,360,000 in principal and \$530,868.86 in interest. Total CFC capital received was \$2,286,920.
- After the refinance of the bonds this Fall, the total for both loan payment schedules are \$2,375,000 principal and \$462,407.47 in interest, with total payments of \$2,837,407.47. Combined Issuance costs are - \$88,080.
- Finance staff as continued to reconcile terminal funding as grants have been closed out and finalized. The final Terminal/Parking Structure Funding Reconciliation shows a total of \$3,155,709.92 of CFC Eligible Costs.
- The DAA finance staff would like approval to increase the current CFC approval use to reimburse all expenses of CFC eligible terminal and parking structure construction and financing costs to \$3,706,197.39 per Exhibit A below.

Exhibit A		
FINAL CFC TERMINAL/BONDING		
Total of Version 65 CFC Eligible Costs	\$	3,155,709.92
CFC Bond/Loan Issuance Costs	\$	88,080.00
CFC Bond/Loan Interest Costs	\$	462,407.47
	\$	3,706,197.39

Prepared by: Joelle Bodin



Building a Better World
for All of Us®

MEMORANDUM

TO: Duluth Airport Authority Board Members

FROM: Kaci Nowicki, Sr. Airport Planner

DATE: December 14, 2021

RE: Duluth International Airport Vision 2040 Master Plan Executive Summary
SEH No. DULAI 150733 14.00

PUBLIC INVOLVEMENT PLAN

A Public Involvement Plan (PIP) was developed to identify how the DAA would engage with project stakeholders to inform, educate and solicit feedback throughout the Master Plan process. A Master Plan Advisory Committee (MPAC) served in an advisory role throughout the Master Plan process and represented a wide array of stakeholders, including local government representatives, airport users, the business community and economic development organizations. Technical Advisory Committees (TAC) were established to discuss and evaluate technical topics at a detail level. Additional in-person, virtual and written/online engagement efforts were conducted throughout the process.

Meeting agendas, materials, presentations and summaries are available on the project website's [Community Involvement](#) page.

INVENTORY

An inventory of the existing facilities and services was completed to inform recommendations throughout the Master Plan process. This chapter addresses the existing inventory of DLH, including the various aviation facilities, the local community, and an environmental overview.

The inventory section of the master plan evaluated and researched current facilities at the Airport. These facilities included the runways, taxiways, aprons, aircraft support facilities, buildings and landside pavement. Airport staff and records, FAA and MnDOT documentation, stakeholders, airport tenants and local communities/governments were the primary resources when building the inventory.

Additional tasks as part of the inventory effort included a landside pavement assessment, passenger boarding bridge assessment and building condition assessments.

AVIATION ACTIVITY FORECASTS

The Aviation Forecasts analyzes current and future airport activity at DLH over a 20year period. This forecast was prepared at the same time as the evolving impacts of the COVID-19 public health emergency. Forecast approval is based on the methodology, data, and conclusions at the time the document was prepared. Consideration of the impacts of COVID-19 on aviation activity was warranted to acknowledge the reduced confidence in growth projections using currently available data. The Aviation Activity Forecast was approved by the FAA on June 8, 2021. The activity forecast was considered a

Engineers | Architects | Planners | Scientists

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conservative projection of future activity levels and helped inform the landside and airside facility recommendations.

Table 1 summarizes the approved aviation activity forecasts through the planning period. Additional details on the forecasts developed for the Master Plan can be found in **Chapter 3 – Aviation Forecasts**, which is available on the project website [here](#).

Table 1 – FAA Approved Aviation Activity Forecasts

	Base Year (2018)	20-Year Forecast (2038)
Based Aircraft	68	85
Aircraft Operations	62,600	78,739
Passenger Enplanements	140,485	177,720
Civilian Critical Aircraft	Airport A319	Airbus A319
Military Critical Aircraft	F-16 Fighting Falcon	F-16 Fighting Falcon

AIRSIDE FACILITY RECOMMENDATIONS

This section identifies airfield (airside) facilities needed to satisfy the 20-year forecast of aviation demand at the Duluth International Airport (DLH). Airport facilities are developed in accordance with FAA airport design standards and airspace criteria. This study developed realistic recommendations for the planning period. Whether the recommendations for the future development will be implemented depends on the actual demand, ability of the Airport to accommodate the development, environmental impacts and available financial and other resources of the local, state and federal decision-makers to meet that demand.

Frequent and rapid changes can occur in the aviation industry as well as increased frequency of regulatory changes within the FAA. It is equally important that an ongoing process of evaluation of changing conditions, needs and near-term trends be implemented to assure the validity of the contents and recommendations of this Master Plan.

The recommendations for this chapter are summarized below. Additional details of the recommendations can be found in **Chapter 4 – Airside Facility Recommendations and Alternatives Analysis**, which is available on the project website [here](#).

Runway 9/27 Facility Recommendations

- Runway 9/27 should be designed to RDC D-V standards with a critical aircraft of RDC C-III with approach minimums of less than $\frac{3}{4}$ of a mile. (See Section 4.3.1)
- Routine maintenance, such as joint repair and crack sealing should be performed on a scheduled basis to extend the life of the pavement. No other surface improvements to Runway 9/27 are recommended over the planning period. (See Section 4.3.2)
- Shoulder pavement should be reconstructed around 2030 as it is expected to reach the end of its useful life within the 10-year planning term. (See Section 4.3.2)
- The sign system should be updated to LED lighting as signs are replaced. The non-LED signage should be replaced as part of the Taxiway A reconstruction project. (See Section 4.3.2)

- HIRL lighting system should be rehabilitated or replaced when it reaches the end of its useful life or timed to coincide with the shoulder pavement replacement project. This is expected to occur after year 2031 (See Section 4.3.2)
- The Runway 27 PAPI should be replaced in the near term. The Runway 27 PAPI also does not provide a coincident glide path with the ILS glide slope. The new location and slope of the PAPI should provide for a coincident glide path. (See Section 4.3.2)
- FAA TechOps should evaluate alternative locations that provide a standard localizer siting location and commence with moving the relocation to ensure that the localizer and ILS are reliable and usable by users of the Airport. (See Section 4.3.2)
- The glideslope critical area for Runway 9 should be paved to ensure AIP funded vehicles can safely operate in the area and avoid vehicle damage (See Section 4.3.2). This should be considered as part of the runway shoulder rehabilitation project.
- Taxiway and runway alternatives should be designed to correct the non-standard TCH for Runway 27, with a TCH of 60-feet as well as provide a coincident glide path between the PAPI and Localizer. (See Section 4.3.2)
- The 80:1 Clearway should be removed from the Airport Layout Plan and the declared distances or Runway 9/27 be updated to reflect the removal of the Clearway. This is possible due to the change in FAA design standards for the TERPs Departure Surface that occurred after the Runway 9/27 reconstruction project was completed. (See Section 4.3.2)

Runway 3/21 Facility Recommendations

- Runway 3/21 should be designed to RDC C-III, not lower than 1-mile standards to meet the critical aircraft needs as defined in Chapter 3 (See Section 4.4.1)
- A Runway 3/21 extension to 8,000 feet should be planned for to accommodate both the needs of the civilian aircraft and the 148th Air National Guard. (See Section 4.4.2). Because there is no available funding source, the project will not be included on the 20-year CIP.
- Runway 3/21's pavement strength meets the needs of the Critical Aircraft; no additional strengthening is recommended. At the time of full reconstruction, the use of the runway as a taxi route for large aircraft accessing the 148th Fighter Wing via Taxiway F should be considered when determining the required pavement strength of Runway 3/21 during design (See Section 4.4.5)
- A pavement rehabilitation project for Runway 3/21 should be completed by 2027.
- Runway 3/21 should be reconstructed around 2040.
- It is recommended that the sign system be updated to LED lighting as signs are replaced (See Section 4.4.6)
- The Airport should coordinate with FAA Tech Ops to determine if the Runway 3 REILs should be replaced as part of the Runway 3/21 lighting replacement project. (See Section 4.4.7)
- No improvements are needed to the Runway 3 or 21 PAPIs; however, the Airport should continue to coordinate with FAA Tech Ops to plan for future replacement when they reach the end of their useful life. (See Section 4.4.7)
- The Runway 3/21 Technical Advisory Committee (TAC) recommended planning for approach lighting on one runway end. Although it is not recommended that improved instrument approach procedure minimums be pursued through the additional of the lighting system, the lights provide an additional visual aid to pilots. This recommendation should be considered by the Airport when the Runway is extended to 8,000'. (See Section 4.4.7)

Navigational Aid (NAVAID) Recommendations

- The Airport should continue to maintain the beacon and monitor the need for replacement. Beacon replacement may be needed between 2030 and 2040. The Airport should continue to replace wind cones as needed.
- The FAA should continue to monitor maintenance and replacement needs of other FAA owned navigational systems including the radar system.

Airspace and Obstruction Recommendations

- The Airport should continue to monitor all runway ends for obstructions and proactively clear vegetation as it grows. (See Section 4.6)
- The Airport should clear the Part 77 approach surface and TERPs departure surface obstructions when Runway 3/21 is rehabilitated in the near term. As part of that design process, the Airport should re-survey the obstructions to determine accurate clearing limits to clear vegetation that is expected to be an obstruction within 5-years following the clearing project. (See Section 4.6.3)

Taxiway Network Recommendations

- It is recommended that Taxiway A be reconstructed in the near-term and that Taxiway A be designed to ADG V and TDG 5 standards. Taxiway A should also be constructed with 25' shoulders (See Section 4.7.2)
- It is also recommended that some areas of Taxiway A and its connectors be realigned during reconstruction to meet design standards and improve sight lines for both aircraft and the air traffic control tower (See Section 4.7.2)
- It is recommended that the options outlined for mitigating pilot deviations at Taxiway As5 continue to be evaluated and implemented as needed starting with the more cost-effective solutions. It is further recommended that the pilot deviations and options listed in the Master Plan continue to be presented and discussed at the annual RSAT meeting (See Section 4.7.2)
- It is recommended that a standard holding bay be added at the departure end of Runway 9. The holding bay should be designed to accommodate both the civilian holding bay needs as well as military needs for an arm/dearm pad (See Section 4.7.2)
- It is recommended that Taxiway C be reconstructed and that it be relocated to the standard 400' runway centerline to taxiway centerline separation when reconstructed. (See Section 4.7.2)
- The taxiway connector naming convention should be revised to all be alphanumeric when the Runway 3/21 taxiway network segments are reconstructed (See Section 4.7.2)
- Taxiway D, south of Taxiway A be relocated to the standard 400' from runway centerline when it is reconstructed. (See Section 4.7.2)
- Taxiway lighting should be replaced with LED lighting throughout all taxiway networks as the corresponding taxiway pavement is reconstructed (See Section 4.7.3)
- The airport should continue to monitor Advisory Circulars for the implementation schedule and guidance on the Approach/Departure holding positions signs. Additionally, the Airport should coordinate with stakeholders and the Air Traffic Control Tower prior to the installation of the Approach/Departure sign (See Section 4.7.4)

Aprons, Aircraft Parking, Buildings and Hangar Recommendations

- The Monaco Ramp should be rehabilitated in the near-term. If rehabilitation is not possible due to funding constraints in the near-term, it should be reconstructed between years 5 and 10 (See Section 4.8.1).

- The Monaco Ramp should have a taxilane be designated to accommodate the ADG III aircraft without the need to relocate parked ADG I and II aircraft. (See Section 4.8.1)
- The Midfield Ramp should be reconstructed in the near-term. The midfield ramp should accommodate large aircraft parking needs as well as overflow parking needs for smaller GA aircraft. (See Section 4.8.1)
- A taxilane connector that meets ADG III design standards should be constructed in the near term between the Monaco and Midfield Ramps (See Section 4.8.1)
- Portions of the Tower Ramp that were not reconstructed in the summer of 2021 should be reconstructed in the near-term. (See Section 4.8.1)
- When the adjacent Taxiway A or the Tower ramp is reconstructed, the aircraft parking located on the Tower Ramp within the RVZ should be relocated. Parking capacity can be replaced in the new apron area constructed in front of the SRE building. (See Section 4.8.1)
- It is recommended that the aircraft parking layouts be able to accommodate the tie-down demand as indicated in the forecast and in Section 4.8.1. It is anticipated that a total of 44 tie-downs will be needed through the planning period. (See Section 4.8.1)
- It is recommended that additional hangar spaces (box, ranch or T-hangar) be constructed to accommodate additional aircraft by 2038. Room for approximately 19 additional aircraft should be provided in the near term (18 ADG I and 1 helicopter) and room for an additional 20 should be provided by the end of the 20-year planning term (See Section 4.8.3).
- The Airport should initiate steps to replace the air traffic control tower as the existing tower is at the end of its useful life in need of replacement. The replacement will replace aging infrastructure, improve ADA access, improve energy efficiency, improve airfield safety and airport access, and eliminate hazardous materials from the work environment. A preliminary control tower siting analysis was completed as part of this Master Plan effort. Several sites were evaluated, and a preferred site identified. The Airport should enter into a Reimbursable Agreement with the FAA to complete the formal FAA siting study. Once the study is complete, the environmental review, design and construction process may begin. Because this project is not eligible for typical FAA AIP funding, an alternative source must be secured. This source may include bonding dollars from the State of Minnesota or pursuit of funding through the Infrastructure Bill. (See Section 4.12)

LANDSIDE FACILITY RECOMMENDATIONS

This section identifies landside, terminal, land use and zoning, environmental and support facilities needed to satisfy the 20-year forecast of aviation demand at the Duluth International Airport (DLH). Airport facilities are developed in accordance with FAA airport design standards and airspace criteria. The following is an outline of facilities documented in this section:

- Landside Facilities including the Commercial Service Terminal
- Solid waste and recycling recommendations
- Land use and aviation safety zoning recommendations
- Airport Property and easement recommendations

Similar, to the airside facility recommendations, frequent and rapid changes can occur in the aviation industry as well as increased frequency of regulatory changes within the FAA. It is important that an ongoing process of evaluation of changing conditions, needs and near-term trends be implemented to assure the validity of the contents and recommendations. Additional details of the recommendations can be found in **Chapter 5 – Landside, Zoning, Environmental and Airport Property Facility Recommendations and Alternatives Analysis**, which is available on the project website [here](#).

Terminal Building Recommendations

- A custom gutter system should be installed along the passenger drop off lane canopy system to eliminate the drip line, improve drainage, and improve customer experience (See Section 5.2.1)
- The Airport should reconfigure the seating configuration to accommodate the passenger demand and improve diversity of seating options as needed or as seating is replaced. (See Section 5.2.2)
- The Airport should plan for the recommended passenger boarding bridge maintenance actions included in the assessment. With appropriate maintenance, the bridges may last beyond the baseline useful life. Replacement should be planned for after they reach beyond 20 years and maintenance is no longer cost effective and/or parts become hard to locate (See Section 5.2.3)

Terminal Vehicle Parking Recommendations

- It is recommended that the Airport evaluate the typical length of visit of vehicles and evaluate the parking capacity needs as enplanements reach 200,000 (See Section 5.3.3).
- Replacement of the parking management system technology should be completed in the near-term as the parking contract expires. (See Section 5.3.4)
- The Airport should consider a transition to a cashierless exit lane when the parking management system and technology is next replaced or upgraded. (See Section 5.3.4)
- The Airport should install a varied rate system for the two parking products (garage and paved surface lot) when the parking management system and technology is next replaced or upgraded. Additionally, if the Airport were to implement a varied rate system, branding of parking options should also be implemented (See Section 5.3.4)
- The Airport should consider the installation of needed technology to provide parking space availability to customers for both the parking garage and surface lot when the parking management system and technology is next replaced or upgraded. (See Section 5.3.4)
- As demand increases for the cell phone lot, an expansion could accommodate approximately two spaces to the east and four spaces to the west to accommodate additional vehicles (See Section 5.3.5)
- While the existing traffic levels and customer base at DLH may not be sufficient to support a valet parking operation, it is a service that could be considered seasonally when the parking ramp and lots are at higher capacity and when winter weather makes walking to and from a car less desirable (See Section 5.3.5)
- The Airport should consider the value of dedicated parking spaces for travelers with small children (See Section 5.3.5)
- Electric Vehicle chargers should be installed at the Airport in a paid parking lot. (See Section 5.3.4)
- It is recommended the Airport upgrade the terminal roadway and surface lot lighting to LED. The Airport should coordinate with utility providers to determine if there are available rebate programs. (See Section 5.3.6)
- It is recommended that a Siting and Feasibility Analysis study be conducted prior to designing a QTA facility. This study is recommended to be completed in 2023 with design and construction of a QTA to follow in 2024, pending availability of funding. (See Section 5.3.8)

Ground Transportation Recommendations

- It is recommended that a TNC shelter and designated pickup location with appropriate wayfinding be constructed in the commercial vehicle lane. (See Section 5.4.1)

- The Airport should continue to work with DTA to ensure bus schedules best meet the needs of employees and passengers using bus services to travel to/from DLH. Additionally, the Airport should work with tenants and stakeholders to evaluate the need for bus service to other areas of the Airport. (See Section 5.4.2)
- The Airport should continue to monitor these State sponsored pilot programs as well as MnDOT's Connected and Automated Vehicle Office (CAV-X) for project updates. Additionally, the Airport should coordinate with the City of Duluth and the Metropolitan Interstate Council (MIC) when they begin to plan for and implement autonomous vehicles into City and Regional transportation planning. (See Section 5.4.2)
- It is recommended the Airport review the ACRP report once it is published to identify ways to prepare for and identify opportunities of urban air mobility. (See Section 5.4.3)

Snow Removal Equipment (SRE) and Maintenance Equipment Recommendations

- The SRE vehicles should be replaced based on the vehicle replacement plan and available funding (See Section 5.5).
- SRE Building maintenance projects include replacing sealant at exterior precast concrete wall panel joints, replacing sealant joints between the butt jointed sections of glass at the curtain wall system, clean and repainting of exterior hollow-metal doors and frames and servicing the sectional 4-fold garage bay service doors and their operable components (See Section 5.5 and Appendix C).
- It is recommended that the Airport construct a heated sand and chemical storage building to house the airside chemicals and to relocate the sand storage out of the existing SRE building (See Section 5.5.1).

Part 139: ARFF Recommendations

- It is recommended that an emergency vehicle access road be constructed to provide access to Runway 9/27 and Runway 3/21 and the radius of the turns should be able to allow for ARFF vehicles to safely make the turn at a higher rate of speed. (See Section 5.6)

Aviation Support Facility Recommendations

- It is recommended that DLH, in coordination with the FBO, continue to monitor the FAA's and EPA's progress for updated regulations and replacements for AvGas, such as the 100LL currently sold at DLH (See Section 5.7.1)
- It is recommended the Airport continues to monitor wildlife and install wildlife skirting in areas where wildlife frequently dig under the fence. (See Section 5.7.3)
- The Airport should share their 2016 Airport Landscape Plan with developers and tenants to ensure the landscapes are compatible with aviation safety, and the Airport should continue to update the Landscape Plan as needed. (See Section 5.7.4)

Roadway Access Recommendations

- No landside access improvements are needed; however, it is recommended that the Airport play an active stakeholder role in future MIC short- and long-term planning efforts. (See Section 5.13)

Environmental and Sustainability Recommendations

- The Airport should promote the use of multiple use beverage containers for water, coffee, etc. inside the terminal building and with airport employees (See Section 5.14.1)

- It is recommended the Airport continue the use of electronic media by using electronic mail, website notifications, etc. for tenants, employees, and meeting packets. (See Section 5.14.1)
- It is also recommended that waste management practices be evaluated annually and discussed with the WLSSD Administrator to determine if the waste reduction efforts are adequate, if there have been any regulatory changes, and whether any modifications are necessary. (See Section 5.14.1)
- It is also recommended that the Airport establish site-specific airport waste abatement goals and prepare signage or notifications for airport users to assist the facility in meeting the goals. (See Section 5.14.2)
- It is recommended the Airport continue to provide easy access, recycling bins on-site for basic recyclable material (newspaper, cardboard, cans, glass, and plastic) to promote recycling in areas with highest waste generation (like the Terminal building) and that the Airport utilize a centralized indoor storage area for the storage of problem materials, particularly those banned from land disposal (i.e., fluorescent lamps, electronics, motor oil, etc.) (See Section 5.14.3)
- It is recommended that a Spill Prevention, Control and Countermeasure (SPCC) be in place for all fuel tanks on the Airport to maintain the site's compliance with 40 CFR Parts 110 through 112 (See Section 5.14.4)

ENVIRONMENTAL OVERVIEW

The National Environmental Policy Act of 1969 (NEPA) requires that environmental impacts of proposed airport development be considered throughout the planning period. Three categories of environmental actions relevant to airport development are outlined in 40 Code of Federal Regulations (CFR) Parts 1500 – 1508. Every project proposed for an airport is categorized into one of these three actions:

- Categorical Exclusions (CatEx) – Projects categorically excluded are those actions that have been found under normal circumstances to have no potential for significant environmental impact.
- Actions Normally Requiring an Environmental Assessment (EA) – Projects normally requiring an EA are actions that have been found by experience to sometimes have significant environmental impacts.
- Actions Normally Requiring an Environmental Impact Statement (EIS) – The purpose of an EA is to determine whether a project will have significant impacts. Based on the results reported in an EA, the FAA then prepares either a finding of no significant impact (FONSI) or an EIS. An EIS further investigates a project's potential environmental impacts.

Of the projects identified in **Chapter 4** and **Chapter 5** that trigger a federal action, the majority can be reviewed through a CatEx document. However, there are a few projects which will trigger an EA based on available information and the anticipated project scope. Projects that are anticipated to require NEPA evaluation through an EA include:

- Hangar 101 Demolition
- Air Traffic Control Tower Replacement
- Taxiway A Reconstruction Phases 7-8 and Holding Bay/Arm-Dearm Pad Construction

Although not expected to be completed in the planning term as a funding source has not been identified, the Runway 3/21 extension project (including runway extension, obstruction removal, Taxiway C, D and F extensions) will also require an EA.

Chapter 6 – Environmental Overview is available on the project website [here](#). A detailed environmental inventory is included in **Chapter 2**. The following areas of possible environmental impact must be addressed in detail in the planning and design phase for the improvements recommended in **Chapter 4** and **Chapter 5**.

PROJECT IMPLEMENTATION AND CAPITAL IMPROVEMENT PLAN

A 20-Year CIP was developed for the Master Plan and is included as an attachment to this memo. As part of the Master Plan process, a feasibility analysis was completed for the CIP. This effort identified potential external funding sources and DAA funding sources for each project. The feasibility analysis included evaluating the use of other funding including Customer Facility Charges (CFCs), military grant funding (MCCAs) and airport generated revenues to supplement traditional sources. The CIP includes a recommended strategy for use of PFC and CFC funding on specific projects.

The financial chapter recommended near-term revenue generating opportunities. The identified opportunities include replacing the parking management system, construction of a QTA facility, construction of airport owned ranch hangars and pursuing non-aeronautical development opportunities along Airport Road east of the terminal.

The 10-year CIP is summarized in **Chart 1** and **Chart 2**. **Chapter 7 – Financial Implementation**, is available on the project website [here](#). Additionally, the 20-year CIP and CIP figures are attached to this memo for reference.

Chart 1 - 10-Year Airport CIP by Project Type

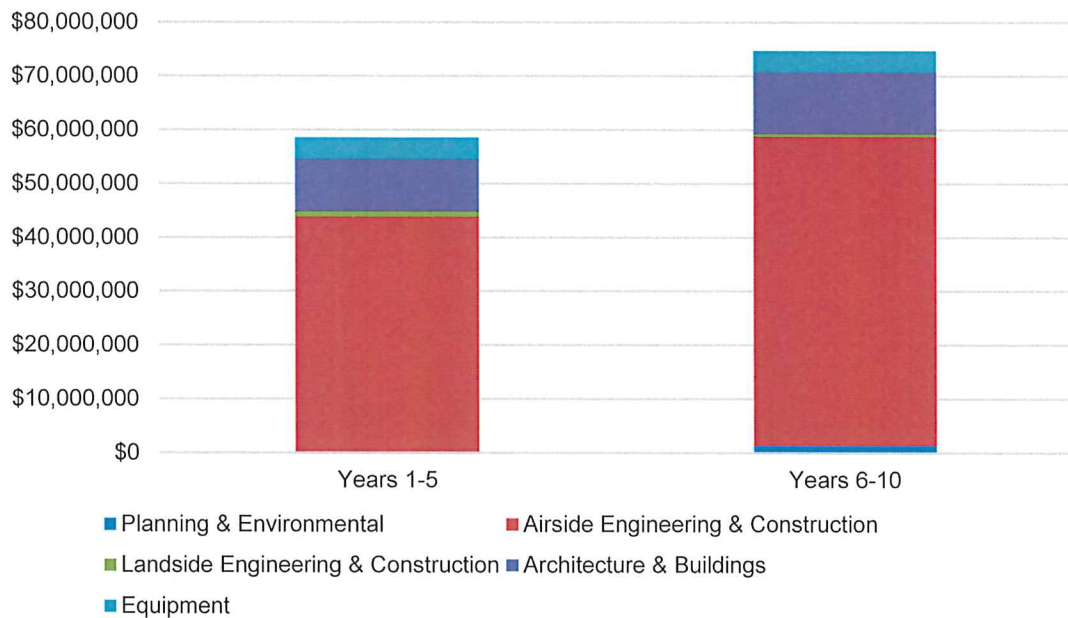
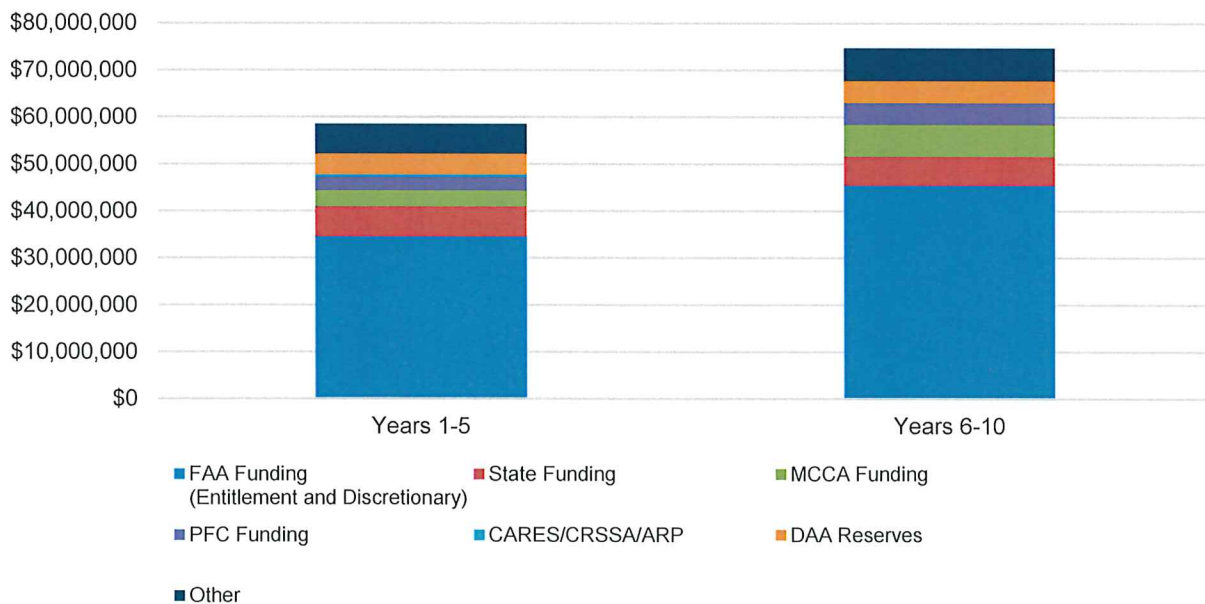


Chart 2 - 10-year CIP Funding Sources



MSS

Table 7-11 Duluth International Airport (DLH)													Annual Entitlements through 2020:		\$	-	
CIP 2021-2040													Annual Entitlements 2021		\$	1,588,761	
FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MNDOT	Local											
CALENDAR YEAR 2021															Annual Entitlement	\$	1,688,761.00
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	151,247.00
SFY 2022	Hangar 101 Environmental Assessment	Environmental	\$40,000	0%	70%	30%	\$ -	\$ 28,000.00			\$ 12,000.00						\$ -
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY2021	Taxiway A - Preliminary Design (Phase 1)	Engineering	\$95,500	100%	0%	0%	\$ 95,500.00	\$ -				\$ -					\$ -
FFY2021	Taxiway A - Final Design, Plans and Specifications (Phase 1)	Engineering	\$459,300	PR	PR	PR	\$ 442,500.00	\$ -	\$ 16,800.00			\$ -					\$ -
FFY 2021	Taxiway A - Construction - (Phase 1)	Construction	\$7,575,061	PR	PR	PR	\$ 6,778,897.81	\$ -	\$ 796,163.50			\$ -					\$ -
FFY2021	Taxiway A - Construction Administration (Phase 1)	Engineering	\$895,000	PR	PR	PR	\$ 800,000.00	\$ -	\$ 95,000.00			\$ -					\$ -
SFY 2021	Taxilane Pavement Repair (T-Hangar and Ranch Unit) Design	Engineering	\$62,300	0%	70%	30%		\$ 43,610.00		\$ 18,690.00		\$ -					\$ -
SFY 2021	Taxilane Pavement Repair (T-Hangar and Ranch Unit) Construction	Construction	\$477,923	0%	70%	30%		\$ 334,546.10		\$ 143,376.90		\$ -					\$ -
SFY 2021	Midfield Ramp Repair (Phase 1) Design	Engineering	\$136,900	0%	70%	30%		\$ 95,830.00		\$ 41,070.00		\$ -					\$ -
SFY 2022	Airside Pavement Maintenance	Maintenance	\$49,820	0%	70%	30%	\$ -	\$ 34,874.00		\$ 14,946.00		\$ -					\$ -
LANDSIDE ENGINEERING AND CONSTRUCTION																	
ARCHITECTURE AND BUILDINGS																	
SFY 2021	Hangar 101 Removal - Design	Engineering	\$59,500	0%	70%	30%	\$ -	\$ 41,650.00			\$ 17,850.00						\$ -
EQUIPMENT																	
CY 2021	Skid Steer - Vehicle #44	Equipment	\$75,000	0%	0%	100%	\$ -	\$ -				\$ 75,000.00					\$ -
CY 2021	Lawn Mower	Equipment	\$9,000	0%	0%	100%	\$ -	\$ -				\$ 9,000.00					\$ -
CALENDAR YEAR TOTALS			\$9,935,304				\$ 8,116,897.81	\$ 678,610.10	\$ 907,963.50	\$ 218,082.90	\$ 29,850.00	\$ 84,000.00	\$ -				\$ -
CALENDAR YEAR 2022															Annual Entitlement	\$	1,123,808
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	1,123,808.40
CY 2022	Terminal Planning Study	Planning	\$58,800	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 58,800					\$ -
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2022	Taxiway A (Phase 2) - Design	Engineering	\$550,000	PR	PR	PR	\$ 440,000	\$ 30,000	\$ 50,000.00	\$ 30,000							\$ -
FFY 2022	Taxiway A (Phase 2) - Construction/Construction Administration	Construction/Eng	\$6,350,000	PR	PR	PR	\$ 4,800,000	\$ 300,000	\$ 950,000.00	\$ 300,000							\$ -
FFY 2022	Runway 3/21 Lighting Replacement Design	Engineering	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000							\$ -
FFY 2022	Runway 3/21 Lighting Replacement Construction/Construction Admin	Construction/Eng	\$1,050,000	90%	5%	5%	\$ 945,000	\$ 52,500		\$ 52,500							\$ -
FFY 2022	Reimbursable Agreement (Design and Construction)	Construction/Eng	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000							\$ -
SFY 2022	Hangar 101 Pre-Demolition Abatement	Construction/Admin	\$350,000	0%	70%	30%	\$ -	\$ 245,000			\$ 105,000						\$ -
SFY 2023	Hangar 101 Removal - Construction	Construction/Admin	\$500,000	0%	70%	30%	\$ -	\$ 350,000			\$ 150,000						\$ -
SFY 2022	Midfield Ramp Repair (Phase 1) Construction	Construction	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000							\$ -
SFY 2023	Airside Pavement Maintenance	Construction	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000							\$ -
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2022	Parking Management System Technology	Construction	\$375,000	0%	0%	100%	\$ -	\$ -				\$ 375,000					\$ -
CY 2021	Grinden Road Preventative Maintenance (Crack Seal)	Construction	\$20,300	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 20,300					\$ -
ARCHITECTURE AND BUILDINGS																	
CY2022	Hangar and Site Prep Design- Ranch Hangars (south of fuel system)	Engineering and Arch	\$40,000	0%	0%	100%	\$ -	\$ -	\$ -		\$ 40,000.00						\$ -
CY 2022	Terminal Drop Off Line Roof Drainage Improvements	Construction	\$25,000	0%	0%	100%	\$ -	\$ -				\$ 25,000					\$ -
CY 2022	TNC Shelter w/ Wayfinding Signage	Construction	\$70,000	0%	0%	100%	\$ -	\$ -				\$ 70,000					\$ -
CY 2022	QTA Siting and Feasibility Analysis	Engineering	\$75,000	0%	0%	100%	\$ -	\$ -	\$ -	\$ -			\$ 75,000	CFC			\$ -
CY 2022	ATCT Building Improvements Phase 1	Construction	\$50,000	0%	0%	100%	\$ -	\$ -			\$ 50,000						\$ -
CY 2022	ATCT - AFTIL (Cost TBD)	Planning	\$500,000	0%	70%	30%	\$ -	\$ 350,000.00	\$ -			\$ 150,000					\$ -
EQUIPMENT																	
CY 2022	7 Passenger Vehicle (Expedition) - Vehicle #2	Vehicle	\$49,000	0%	0%	100%	\$ -	\$ -				\$ 49,000					\$ -
CY 2022	Ford Explorer - Vehicle #7	Vehicle	\$36,000	0%	0%	100%	\$ -	\$ -				\$ 36,000					\$ -
CY 2022	Airfield Magnet - Bluestreak Piranha	Equipment	\$26,500	0%	0%	100%	\$ -	\$ -				\$ 26,500					\$ -
CY 2022	Dump Truck - Vehicle #24	Equipment	\$83,430	0%	0%	100%	\$ -	\$ -				\$ 83,430					\$ -
CALENDAR YEAR TOTALS			\$11,557,030				\$ 6,365,000	\$ 2,142,500	\$ 1,000,000	\$ 737,500	\$ 345,000	\$ 892,030	\$ 75,000				\$ -
Total CARES/CRSSA/ARP												\$374,850					

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MnDOT	Local											
CALENDAR YEAR 2023																Annual Entitlement	\$1,308,057
																Total Entitlement Available	\$ 1,308,057.16
PLANNING AND ENVIRONMENTAL																	
CY 2023	ATCT - NEPA	Environmental	\$100,000	0%	0%	30%	\$ -	\$ -				\$ 30,000	\$ 70,000	State Bond			
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2023	Taxiway A (Phase 3) - Design	Engineering	\$550,000	PR	PR	PR	\$ 440,000	\$ 30,000	\$ 50,000.00	\$ 30,000							
FFY 2023	Taxiway A (Phase 3) - Construction/Construction Administration	Construction/Eng	\$7,950,000	PR	PR	PR	\$ 6,560,000	\$ 220,000	\$ 950,000	\$ 220,000							
FFY 2023	Midfield ARFF Access Road	Construction/Eng	\$500,000	0%	0%	0%			\$ 500,000						MCCA		
FFY 2023	RW 9 Localizer Relocation - Design and Construction	Engineering	\$0	100%	0%	0%	\$ -	\$ -		\$ -					FAA Tech Ops Funded		
SFY 2024	Midfield Ramp Repair (Phase 2)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000					Potential for MCCA		
SFY 2024	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000				\$ 45,000					
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2023	Perimeter Road (RDPER-01) Preventative Maintenance (Crack Seal)	Construction	\$131,400	0%	0%	100%	\$ -	\$ -				\$ 131,400					
CY 2023	Perimeter Road (RDPER-03) Preventative Maintenance (Crack Seal)	Maintenance	\$151,900	0%	0%	100%	\$ -	\$ -				\$ 151,900					
CY 2023	EV Charging Stations	Construction	\$100,000	0%	0%	100%	\$ -	\$ -					\$ 100,000	Grants TBD			
ARCHITECTURE AND BUILDINGS																	
CY 2023	Jetbridge Maintenance (Gates 1, 2, 3 and 4)	Construction	\$240,000	0%	70%	30%	\$ -	\$ 168,000				\$ 72,000					
CY 2023	ATCT Building Improvements Phase 2	Construction	\$500,000	0%	0%	100%	\$ -	\$ -				\$ 50,000					
CY 2023	Terminal Improvements TBD (Carpet, furniture, wayfinding, etc.)	Construction	\$500,000	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 50,000					
CY 2023	Ranch Hangar Construction	Construction	\$650,000	0%	0%	100%		\$ -	\$ -	\$ -	\$ 143,000		\$ 507,000	Rent			
CY2023	QTA	Design/construction	\$2,500,000	0%	0%	100%	\$ -	\$ -		\$ -		\$ -	\$ 2,500,000	CFC			
CY 2023	Airport Road Commercial Development	Construction	\$0	0%	0%	0%	\$ -	\$ -				\$ -			Developer Funded		
EQUIPMENT																	
FFY 2023	Multi-Purpose SRE (New)	SRE	\$1,120,000	80%	5%	5%	\$ 1,008,000	\$ 56,000		\$ 56,000							
CY 2023	Pickup with Plow - Vehicle #5	Vehicle	\$65,000	0%	0%	100%	\$ -	\$ -				\$ 65,000					
CY 2023	Pickup with Plow - Vehicle #6	Vehicle	\$65,000	0%	0%	100%	\$ -	\$ -				\$ 65,000					
CY 2023	Pickup with Plow - Vehicle #8	Vehicle	\$65,000	0%	0%	100%	\$ -	\$ -				\$ 65,000					
CALENDAR YEAR TOTALS			\$16,438,300				\$ 8,008,000	\$ 1,279,000	\$ 1,500,000	\$ 606,000	\$ 143,000	\$ 726,300	\$ 3,177,000			\$ -	
CALENDAR YEAR 2024																Annual Entitlement	\$1,314,288
																Total Entitlement Available	\$ 1,314,288.24
PLANNING AND ENVIRONMENTAL																	
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2024	Runway 3/21 Rehabilitation - Design	Engineering	\$350,000	80%	5%	5%	\$ 315,000	\$ 17,500		\$ 17,500							
FFY 2024	Runway 3/21 Rehabilitation - Construction/Construction Administration	Construction/Eng	\$3,500,000	80%	5%	5%	\$ 3,150,000	\$ 175,000		\$ 175,000							
FFY 2024	Runway 3/21 Obstruction Removal	Construction/Eng	\$50,000	80%	5%	5%	\$ 45,000	\$ 2,500		\$ 2,500							
FFY 2024	Taxiway C Realignment - Design	Engineering	\$300,000	80%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000							
FFY 2024	Taxiway C Relocation - Construction	Construction	\$3,000,000	80%	5%	5%	\$ 2,700,000	\$ 150,000		\$ 150,000							
SFY 2025	Midfield Ramp Repair (Phase 3)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000					Potential for MCCA		
SFY 2025	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2024	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
CY 2024	ATCT - Design	Engineering	\$1,500,000	0%	0%	30%	\$ -	\$ -	\$ -	\$ -		\$ 450,000	\$ 1,050,000.00	State Bond			
CY 2024	DHL Building demolition	Construction/Eng	\$75,000	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 75,000		Could be funded with state bond as enabling for ATCT?			
CY 2024	Hydrosolutions demolition	Construction/Eng	\$75,000	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 75,000		Could be funded with state bond as enabling for ATCT?			
FFY 2024	Replace Gate 2 Jetbridge (2004)	Construction	\$550,000	0%	0%	100%	\$ -	\$ -				\$ 550,000					
EQUIPMENT																	
FFY 2024	Blower (Replace #22)	SRE	\$950,000	80%	5%	5%	\$ 855,000	\$ 47,500		\$ 47,500							
CY 2024	Utility Van - Vehicle #10	Vehicle	\$60,000	0%	0%	100%	\$ -	\$ -				\$ 60,000					
CY 2024	Utility Van - Vehicle #11	Vehicle	\$60,000	0%	0%	100%	\$ -	\$ -				\$ 60,000					
CY 2024	Pickup - Vehicle #12	Vehicle	\$70,000	0%	0%	100%	\$ -	\$ -				\$ 70,000					
CALENDAR YEAR TOTALS			\$11,790,000				\$ 7,335,000	\$ 1,212,500	\$ -	\$ 762,500	\$ -	\$ 1,440,000	\$ 1,050,000			\$ -	

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance							
				FAA	MnDOT	Local																	
CALENDAR YEAR 2025																	Annual Entitlement	\$	1,534,000				
																	Total Entitlement Available	\$	1,534,000				
PLANNING AND ENVIRONMENTAL																							
AIRSIDE ENGINEERING AND CONSTRUCTION																							
FFY 2025	Taxiway A (Phase 4) - Design	Engineering	\$550,000	90%	5%	5%	\$ 495,000	\$ 27,500		\$ 27,500													
FFY 2025	Taxiway A (Phase 4) - Construction/Construction Administration	Construction/Eng	\$3,550,000	90%	5%	5%	\$ 3,195,000	\$ 177,500		\$ 177,500													
SFY 2026	Midfield Ramp Repair (Phase 4)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA										
SFY 2026	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000													
LANDSIDE ENGINEERING AND CONSTRUCTION																							
CY 2025	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
ARCHITECTURE AND BUILDINGS																							
CY 2025	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
CY 2025	Terminal Roadway and Surface Lot Lighting Upgrade	Maintenance	\$90,000	0%	0%	100%	\$ -	\$ -				\$ 90,000		Rebates									
CY 2025	ATCT - Construction Phase 1	Construction	\$3,000,000	0%	0%	30%	\$ -		\$ -			\$ 900,000	\$ 2,100,000	State Bond									
EQUIPMENT																							
FFY 2025	Multi-Purpose (New)	SRE	\$1,113,400	90%	5%	5%	\$ 1,002,060	\$ 55,670	\$ -	\$ 55,670													
SFY 2026	Tractor/Mower - Vehicle #25	Mower	\$150,000	0%	70%	30%	\$ -	\$ 105,000	\$ -			\$ 45,000											
SFY 2026	Side by Side- ATV - Replaces #613 and #614	Vehicle	\$15,000	0%	0%	100%	\$ -	\$ -	\$ -			\$ 15,000											
CALENDAR YEAR TOTALS																			\$ 1,250,000	\$ 2,100,000			\$0
													\$ 1,855,670										
CALENDAR YEAR 2026																	Annual Entitlement	\$	1,542,897				
																	Total Entitlement Available	\$	1,542,897				
PLANNING AND ENVIRONMENTAL																							
AIRSIDE ENGINEERING AND CONSTRUCTION																							
FFY 2026	Taxiway A (Phase 5) - Design	Engineering	\$600,000	PR	PR	PR	\$ 460,000	\$ 45,000	\$ 50,000	\$ 45,000													
FFY 2026	Taxiway A (Phase 5) - Construction/Construction Administration	Construction/Eng	\$11,100,000	PR	PR	PR	\$ 8,140,000	\$ 380,000	\$ 2,200,000	\$ 380,000													
FFY 2026	Electrical Vault Relocation	Construction	\$800,000	90%	5%	5%	\$ 720,000	\$ 40,000		\$ 40,000													
SFY 2027	Midfield Ramp Repair (Phase 5)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA										
SFY 2027	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000													
LANDSIDE ENGINEERING AND CONSTRUCTION																							
CY 2026	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
ARCHITECTURE AND BUILDINGS																							
CY 2026	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
CY 2026	ATCT - Construction Phase 2	Construction	\$10,000,000	0%	0%	30%	\$ -	\$ 0	\$ -			\$ 3,000,000	\$ 7,000,000	State Bond									
EQUIPMENT																							
CY 2026	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
FFY 2026	Bulldozing Plow (#16)	SRE	\$555,000	90%	5%	5%	\$ 499,500	\$ 27,750		\$ 27,750													
FFY 2026	Loader (#28)	SRE	\$250,000	90%	5%	5%	\$ 225,000	\$ 12,500		\$ 12,500													
CALENDAR YEAR TOTALS																			\$3,300,000	\$7,000,000			\$ -
													\$10,300,000										

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MnDOT	Local											
CALENDAR YEAR 2027																	
															Annual Entitlement	\$	1,551,899
															Total Entitlement Available	\$	1,551,899
PLANNING AND ENVIRONMENTAL																	
FFY 2027	NEPA Review for Perimeter Road Relocation and Holding Bay (Phases 7 & 8)	Environmental	\$250,000	90%	5%	5%	\$ 225,000.00	\$ 12,500.00				\$ 12,500.00					
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2027	Taxiway A (Phase 6) - Design	Engineering	\$700,000	PR	PR	PR	\$ 560,000	\$ 32,500	\$ 75,000	\$ 32,500							
FFY 2027	Taxiway A (Phase 6) - Construction/Construction Administration	Construction/Eng	\$11,300,000	PR	PR	PR	\$ 8,440,000	\$ 430,000	\$ 2,000,000	\$ 430,000							
FFY 2027	NAVAID (Rwy 27 PAPI and Glideslope) Relocation Design	Design	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000		\$ 10,000							
FFY 2027	NAVAID (Rwy 27 PAPI and Glideslope) Relocation Construction	Construction	\$800,000	90%	5%	5%	\$ 720,000	\$ 40,000		\$ 40,000							
FFY 2027	NAVAID (Rwy 27 PAPI and Glideslope) Relocation Reimbursable Agreement	FAA RA	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000							
SFY 2028	Midfield Ramp Repair (Phase 6)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000				Potential for MCCA			
SFY 2028	Airside Pavement Maintenance	Maintenance	\$ 150,000	0%	70%	30%		\$ 105,000		\$ 45,000						\$ -	
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2027	Landside Pavement Maintenance	Maintenance	\$ 100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
CY 2027	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
EQUIPMENT																	
CY 2027	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2027	Sweeper (Replace #37)	Equipment	\$ 730,000	90%	5%	5%	\$ 657,000	\$ 36,500		\$ 36,500							
CALENDAR YEAR TOTALS																\$	
																\$	1,221,500
CALENDAR YEAR 2028																	
															Annual Entitlement	\$	1,561,008
															Total Entitlement Available	\$	1,561,008
PLANNING AND ENVIRONMENTAL																	
FFY 2028	Permitting - Taxiway A (Perimeter Road & Holding Bay) - Phases 7 & 8	Environmental	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000							
FFY 2028	Mitigation - Taxiway A (Perimeter Road & Holding Bay) - Phases 7 & 8	Environmental	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000		\$ 50,000							
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2028	Taxiway A (Phase 7) - Design	Engineering	\$600,000	PR	PR	PR	\$ 480,000	\$ 30,000	\$ 60,000	\$ 30,000							
FFY 2028	Taxiway A (Phase 7) - Construction/Construction Administration	Construction/Eng	\$10,400,000	PR	PR	PR	\$ 8,000,000	\$ 200,000	\$ 1,000,000	\$ 200,000							
SFY 2029	Midfield Ramp Repair (Phase 7)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000				Potential for MCCA			
SFY 2029	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2028	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
CY 2028	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
EQUIPMENT																	
CY 2028	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2028	Blower (Replace #20)	Equipment	\$950,000	90%	5%	5%	\$ 855,000	\$ 47,500		\$ 47,500							
CALENDAR YEAR TOTALS																\$	
																\$	300,000
CALENDAR YEAR 2029																	
															Annual Entitlement	\$	1,570,224
															Total Entitlement Available	\$	1,570,224
PLANNING AND ENVIRONMENTAL																	
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2029	Taxiway A (Phase 8) - Design	Engineering	\$600,000	PR	PR	PR	\$ 480,000	\$ 30,000	\$ 60,000	\$ 30,000							
FFY 2029	Taxiway A (Phase 8) - Construction/Construction Administration	Construction/Eng	\$9,000,000	PR	PR	PR	\$ 7,000,000	\$ 300,000	\$ 1,400,000	\$ 300,000							
SFY 2030	Midfield Ramp Repair (Phase 8)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000				Potential for MCCA			
SFY 2030	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2029	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
FFY 2029	Replace Gate 3 Jetbridge	Construction	\$ 550,000	0%	0%	100%	\$ -	\$ -		\$ 550,000				Potential for MCCA or AIR Funding			
FFY 2029	Replace Gate 4 Jetbridge	Construction	\$ 550,000	0%	0%	100%	\$ -	\$ -		\$ 550,000				Potential for MCCA or AIR Funding			
CY 2029	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
EQUIPMENT																	
CY 2029	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2029	Bathing Plow (Replace #13)	Equipment	\$555,000	90%	5%	5%	\$ 499,500	\$ 27,750				\$ 27,750				\$ -	
CALENDAR YEAR TOTALS																\$	
																\$	1,775,000

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance
				FAA	MnDOT	Local										
												\$ 2,102,750				
CALENDAR YEAR 2030																
PLANNING AND ENVIRONMENTAL																
AIRSIDE ENGINEERING AND CONSTRUCTION																
FFY 2030	Taxiway A (Phase 9) - Design	Engineering	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000		\$ 10,000						
FFY 2030	Taxiway A (Phase 9) - Construction/Construction Administration	Construction/Eng	\$2,000,000	90%	5%	5%	\$ 1,800,000	\$ 100,000		\$ 100,000						
FFY 2030	GA Ramp (Monaco) - Design/Construction/Construction Administration	Construction/Eng	\$3,000,000	90%	5%	5%	\$ 2,700,000	\$ 150,000				\$ 150,000				
SFY 2031	Midfield Ramp Repair (Phase 9)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000				Potential for MCCA		
SFY 2031	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000						
LANDSIDE ENGINEERING AND CONSTRUCTION																
CY 2030	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
ARCHITECTURE AND BUILDINGS																
CY 2030	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
EQUIPMENT																
CY 2030	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
FFY 2030	Replace Grader #18	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000				\$ 20,000				
CALENDAR YEAR TOTALS			\$7,050,000				\$5,040,000	\$1,085,000	\$ -	\$455,000	\$ -	\$470,000	\$0			\$ -
CALENDAR YEAR 2031																
PLANNING AND ENVIRONMENTAL																
AIRSIDE ENGINEERING AND CONSTRUCTION																
SFY 2032	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000						
FFY 2031	RW 9/27 Pavement Maintenance (Phase 1, West End)	Construction/Eng	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000		\$ 10,000						
FFY 2031	RW 9/27 Lighting and Shoulder Replacement (Phase 1, West End)	Construction/Eng	\$2,500,000	90%	5%	5%	\$ 2,250,000	\$ 125,000		\$ 125,000						
LANDSIDE ENGINEERING AND CONSTRUCTION																
CY 2031	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
CY 2031	Hanger 101 Development Area	Construction/Eng	\$500,000	0%	0%	100%	\$ -	\$ -				\$ 500,000				
ARCHITECTURE AND BUILDINGS																
CY 2031	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000				
CY 2031	Hanger 2 Demolition	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000				\$ 300,000				
EQUIPMENT																
	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
CALENDAR YEAR TOTALS			\$4,675,000				\$ 2,430,000.00	\$ 940,000.00	\$ -	\$ 180,000.00	\$ -	\$ 1,125,000.00	\$ -			\$0
CALENDAR YEAR 2032																
PLANNING AND ENVIRONMENTAL																
AIRSIDE ENGINEERING AND CONSTRUCTION																
SFY 2033	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000				\$ 45,000				
FFY 2032	RW 9/27 Pavement Maintenance (Phase 2, Center)	Eng/Construction	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000				\$ 10,000				
FFY 2032	RW 9/27 Lighting and Shoulder Replacement (Phase 2, Center)	Eng/Construction	\$4,000,000	90%	5%	5%	\$ 3,600,000	\$ 200,000				\$ 200,000				
LANDSIDE ENGINEERING AND CONSTRUCTION																
CY 2032	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
ARCHITECTURE AND BUILDINGS																
FFY 2032	Replace Gate 1 Jetbridge	Construction	\$550,000	0%	0%	100%	\$ -	\$ -		\$ 550,000						
CY 2032	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000				
EQUIPMENT																
CY 2032	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
FFY 2032	Replace Loader #43	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000				\$ 20,000				
CALENDAR YEAR TOTALS			\$5,625,000				\$ 4,140,000.00	\$ 336,000.00	\$ -	\$ 650,000.00	\$ -	\$ 600,000.00	\$ -			\$ -

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MnDOT	Local											
CALENDAR YEAR 2033															Annual Entitlement	\$	1,602,536
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	1,602,536
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2033	RW 9/27 Lighting and Shoulder Replacement (Phase 3, East End)	Eng/Construction	\$2,500,000	90%	5%	5%	\$ 2,250,000	\$ 125,000				\$ 125,000					
FFY 2033	RW 9/27 Pavement Maintenance (Phase 3, East End)	Eng/Construction	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000				\$ 10,000					
SFY 2034	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000				\$ 45,000					
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2033	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000					
EQUIPMENT																	
	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
CALENDAR YEAR TOTALS			\$3,175,000				\$ 2,430,000.00	\$ 240,000.00	\$ -	\$ -	\$ -	\$ 605,000.00	\$ -			\$0	
CALENDAR YEAR 2034															Annual Entitlement	\$	1,612,242
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	1,612,242
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2034	Taxiway C South - Design/Construction/Construction Administration	Engineering/Const	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000				\$ 50,000					
FFY 2034	GA Ramp (Tower Taxiway and Taxiway G, Fed Ex Ramp) - Design/Construction/Construction Administration	Engineering/Const	\$4,000,000	90%	5%	5%	\$ 3,600,000	\$ 200,000				\$ 200,000					
SFY 2035	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000				\$ 45,000					
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2034	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
CY 2034	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000					
EQUIPMENT																	
CY 2034	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2034	Replace Grader #17	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000				\$ 20,000					
CALENDAR YEAR TOTALS			\$5,875,000				\$ 4,860,000.00	\$ 375,000.00	\$ -	\$ -	\$ -	\$ 640,000.00	\$ -			\$0	
CALENDAR YEAR 2035															Annual Entitlement	\$	1,622,062
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	1,622,062
AIRSIDE ENGINEERING AND CONSTRUCTION																	
SFY 2036	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000							
FFY 2035	TW D Reconstruction/ Realignment - Design/Construction/Construction Administration	Eng/Const	\$4,000,000	80%	10%	10%	\$ 3,200,000	\$ 400,000	\$ 400,000								
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2035	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000					
EQUIPMENT																	
CY 2035	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2035	Replace Sander #29	Equipment	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000				\$ 15,000					
CALENDAR YEAR TOTALS			\$4,775,000				\$ 3,470,000.00	\$ 620,000.00	\$ -	\$ 445,000.00		\$ 340,000.00	\$ -			\$0	

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance						
				FAA	MnDOT	Local																
CALENDAR YEAR 2036																Annual Entitlement	\$	1,631,999				
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,631,999				
FFY 2036	Master Plan/ALP Update	Planning	\$800,000	90%	5%	5%	\$ 720,000	\$ 40,000				\$ 40,000										
AIRSIDE ENGINEERING AND CONSTRUCTION																						
FFY 2036	Airfield Security Gate Replacements/Fencing Replacement	Eng/Const	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000		\$ 50,000												
FFY 2036	TW B Panel Replacement/Maintenance	Maintenance	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000												
SFY 2037	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000												
LANDSIDE ENGINEERING AND CONSTRUCTION																						
CY 2036	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000										
ARCHITECTURE AND BUILDINGS																						
CY 2036	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000										
FFY 2036	Sand Storage Building	Building	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000		\$ 50,000												
EQUIPMENT																						
CY 2036	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000										
CALENDAR YEAR TOTALS																						
			\$3,600,000				\$ 2,790,000.00	\$ 260,000.00	\$ -	\$ 160,000.00		\$ 390,000.00	\$ -			\$ -						
CALENDAR YEAR 2037																Annual Entitlement	\$	1,642,052				
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,642,052				
AIRSIDE ENGINEERING AND CONSTRUCTION																						
FFY 2037	GA Taxiway Development Phase 2	Eng/Const	\$400,000	0%	70%	30%	\$ 280,000					\$ 120,000										
SFY 2038	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000												
LANDSIDE ENGINEERING AND CONSTRUCTION																						
CY 2037	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000										
ARCHITECTURE AND BUILDINGS																						
CY 2037	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000										
EQUIPMENT																						
CY 2037	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000										
FFY 2027	Replace Grader #18	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000		\$ 20,000												
CALENDAR YEAR TOTALS																						
			\$1,300,000				\$360,000	\$406,000	\$ -	\$65,000		\$470,000	\$0			\$ 1,282,052.16						

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance		
				FAA	MnDOT	Local												
CALENDAR YEAR 2038																Annual Entitlement	\$	1,662,224
																Total Entitlement Available	\$	2,934,277
PLANNING AND ENVIRONMENTAL																		
AIRSIDE ENGINEERING AND CONSTRUCTION																		
SFY 2039	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000								
FFY 2038	Terminal Ramp Panel Replacement/Maintenance	Maintenance	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000								
FFY 2038	Taxiway A Panel Replacement/Maintenance	Maintenance	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000								
LANDSIDE ENGINEERING AND CONSTRUCTION																		
CY 2038	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
ARCHITECTURE AND BUILDINGS																		
CY 2038	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000						
EQUIPMENT																		
CY 2038	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
FFY 2038	Replace Loader #30	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000		\$20,000								
CALENDAR YEAR TOTALS			\$1,300,000				\$ 720,000.00	\$ 145,000.00	\$ -	\$ 85,000.00		\$ 350,000.00	\$ -			\$ 2,214,276.54		
CALENDAR YEAR 2039																Annual Entitlement	\$	1,671,721
																Total Entitlement Available	\$	3,885,997
PLANNING AND ENVIRONMENTAL																		
AIRSIDE ENGINEERING AND CONSTRUCTION																		
FFY 2039	Runway 3/21 Reconstruction	Construction/Eng	\$8,000,000	90%	5%	5%	\$ 7,200,000	\$ 400,000		\$ 400,000								
SFY 2040	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000				\$ 45,000						
LANDSIDE ENGINEERING AND CONSTRUCTION																		
CY 2039	Landside Pavement Maintenance	Maintenance	\$100,000	0%		100%	\$ -	\$ -				\$ 100,000						
FFY 2039	Perimeter Road Rehabilitation	Construction	\$2,000,000	90%	5%	5%	\$ 1,800,000	\$ 100,000				\$ 100,000			MCCA?			
ARCHITECTURE AND BUILDINGS																		
CY 2039	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000						
EQUIPMENT																		
CY 2039	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
FFY 2025	Multi-Purpose (New)	SRE	\$1,200,000	90%	5%	5%	\$ 1,080,000.00	\$ 60,000	\$ -			\$ 60,000						
CALENDAR YEAR TOTALS			\$11,700,000				\$ 10,080,000.00	\$ 665,000.00	\$ -	\$ 400,000.00	\$ -	\$ 555,000.00	\$ -			\$ -		



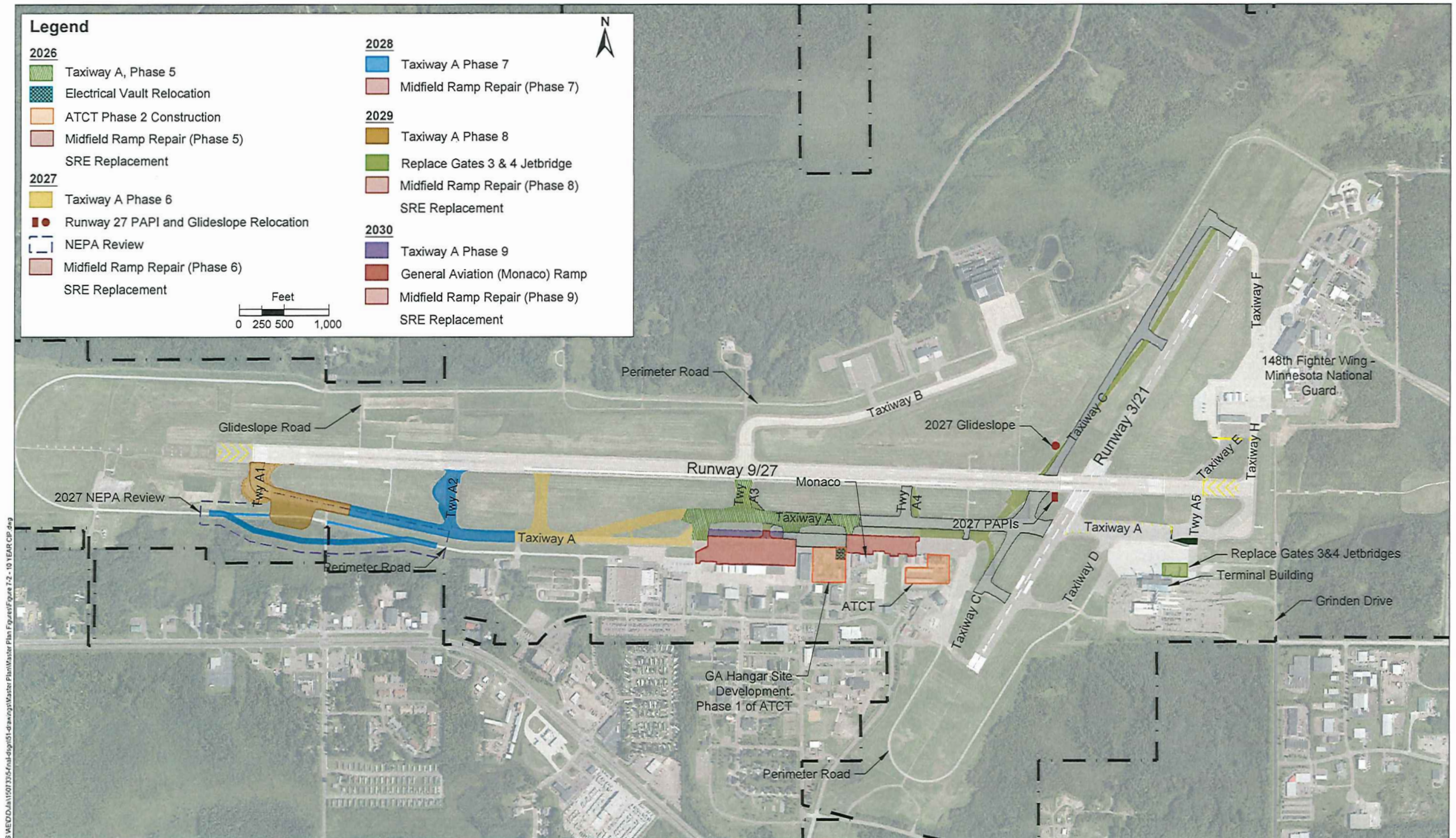


Airport Master Plan

Duluth International Airport
Duluth, Minnesota

Figure 7-2

10-Year CIP (2026-2030)
11/2021; DULAI 150733



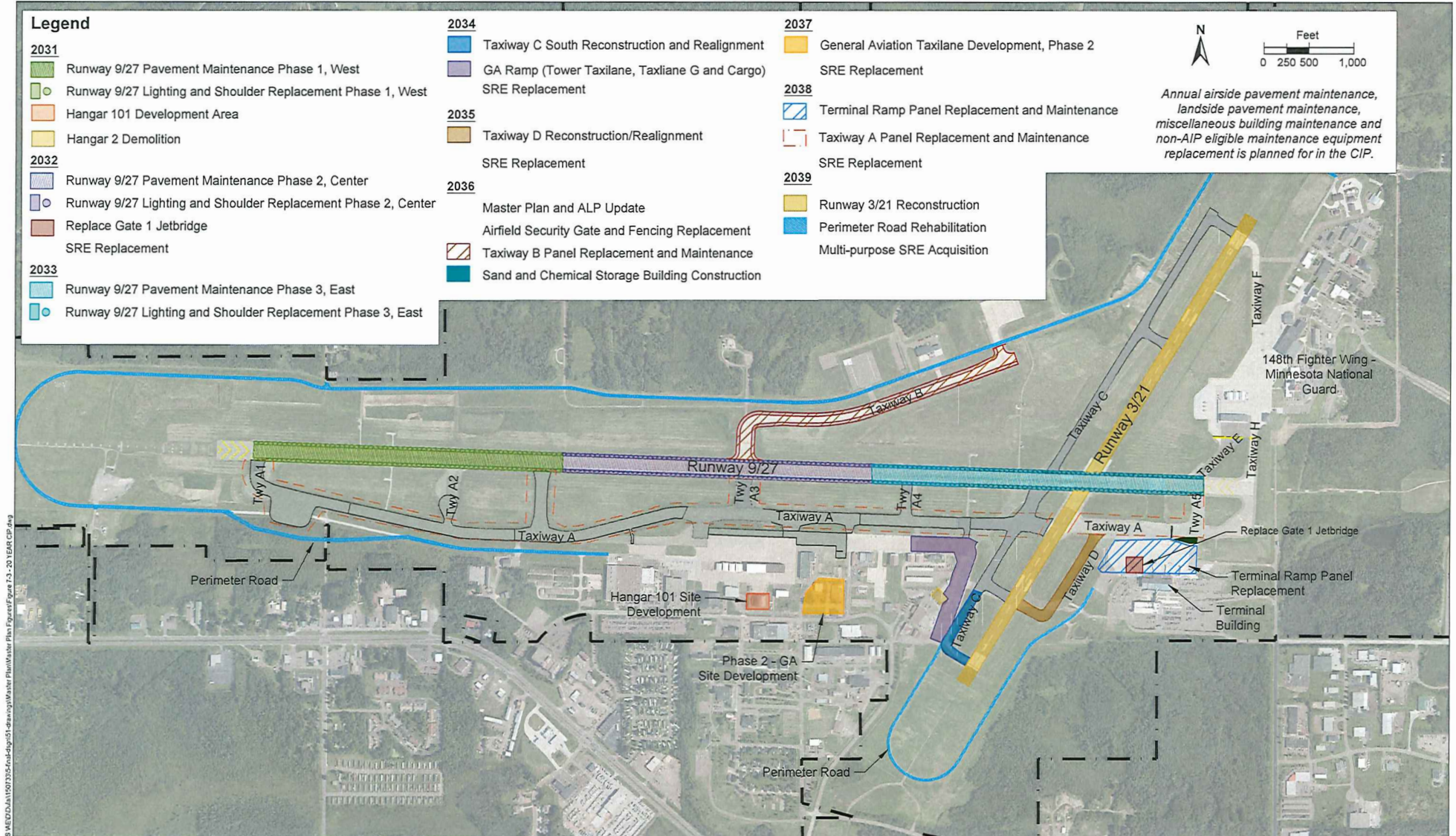


Airport Master Plan

Duluth International Airport
Duluth, Minnesota

Figure 7-3

20-Year CIP (2031-2039)
11/2021; DULA1 150733





Airport Master Plan

Duluth International Airport
Duluth, Minnesota

Figure 7-1

5-Year CIP (2021-2025)
11/2021; DULAI 150733

Legend

2021

- Taxiway A, Phase 1
- Taxilane Pavement Repair
- Hangar 101 Removal - Design



Feet
0 250 500 1,000

Note: Landside pavement maintenance will be determined on an annual basis by DAA staff. See Appendix E for Landside Pavement Assessment.

2022

- Taxiway A, Phase 2
- Runway 3/21 Lighting Replacement
- Midfield Ramp Repair (Phase 1)
- Grinden Drive Crack Seal
- Hangar 101 Removal
- ATCT - AFTIL
- Parking Management Upgrades
- Ranch Hangar Site Prep and Design
- TNC Shelter and Wayfinding Signs

2023

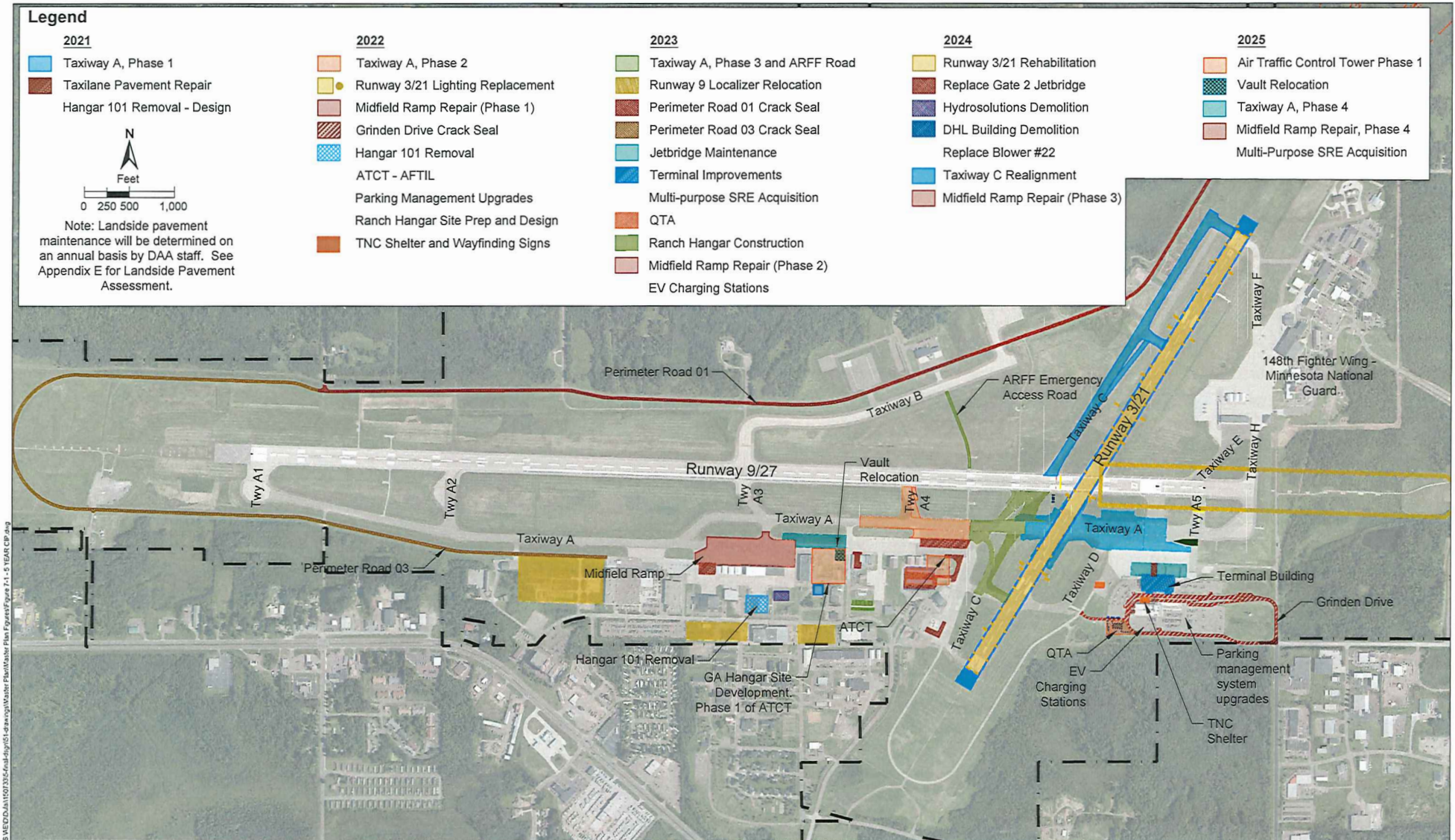
- Taxiway A, Phase 3 and ARFF Road
- Runway 9 Localizer Relocation
- Perimeter Road 01 Crack Seal
- Perimeter Road 03 Crack Seal
- Jetbridge Maintenance
- Terminal Improvements
- Multi-purpose SRE Acquisition
- QTA
- Ranch Hangar Construction
- Midfield Ramp Repair (Phase 2)
- EV Charging Stations

2024

- Runway 3/21 Rehabilitation
- Replace Gate 2 Jetbridge
- Hydrosolutions Demolition
- DHL Building Demolition
- Replace Blower #22
- Taxiway C Realignment
- Midfield Ramp Repair (Phase 3)

2025

- Air Traffic Control Tower Phase 1
- Vault Relocation
- Taxiway A, Phase 4
- Midfield Ramp Repair, Phase 4
- Multi-Purpose SRE Acquisition



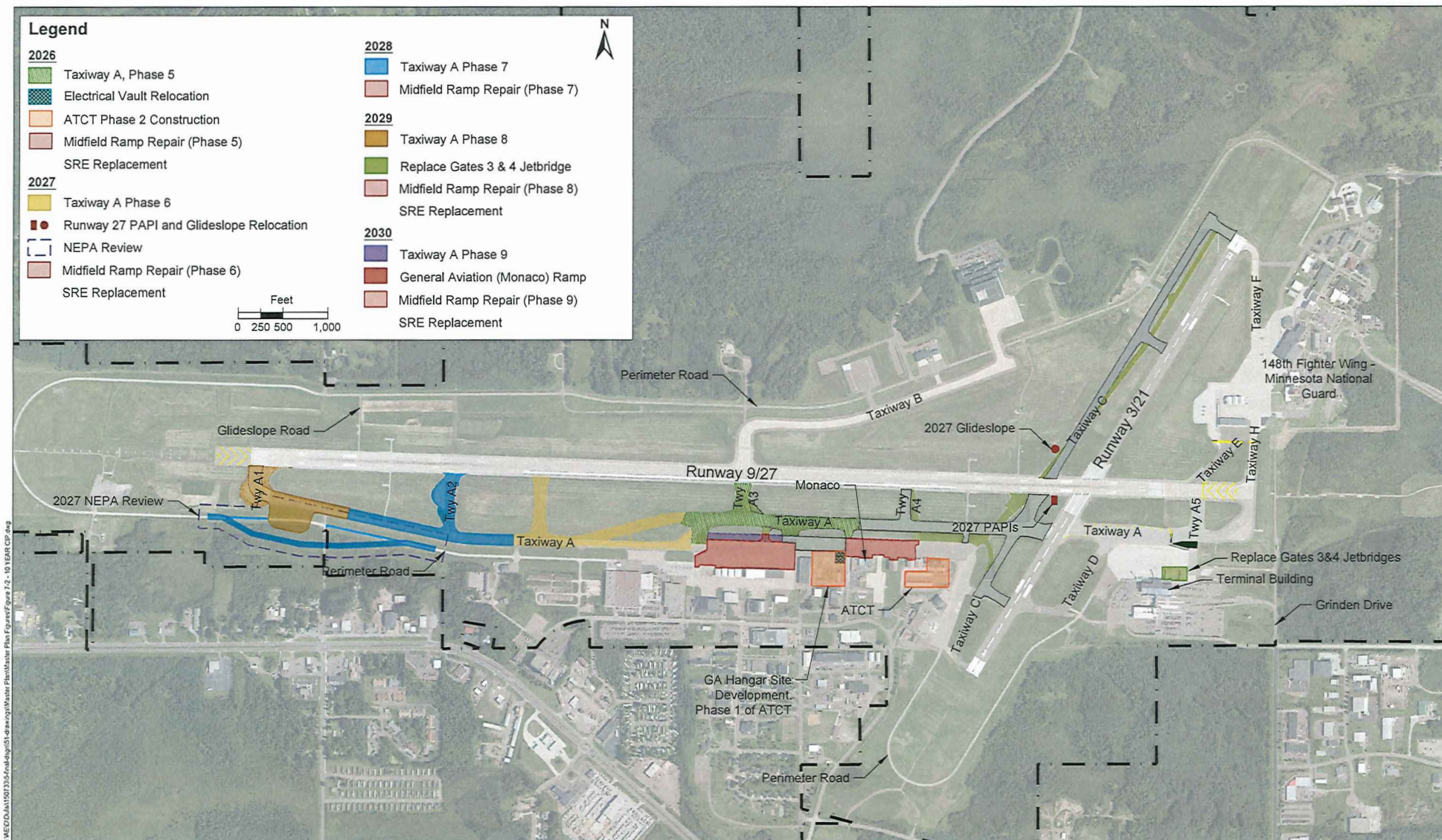


Airport Master Plan

Duluth International Airport
Duluth, Minnesota

Figure 7-2

10-Year CIP (2026-2030)
11/2021; DULAI 150733



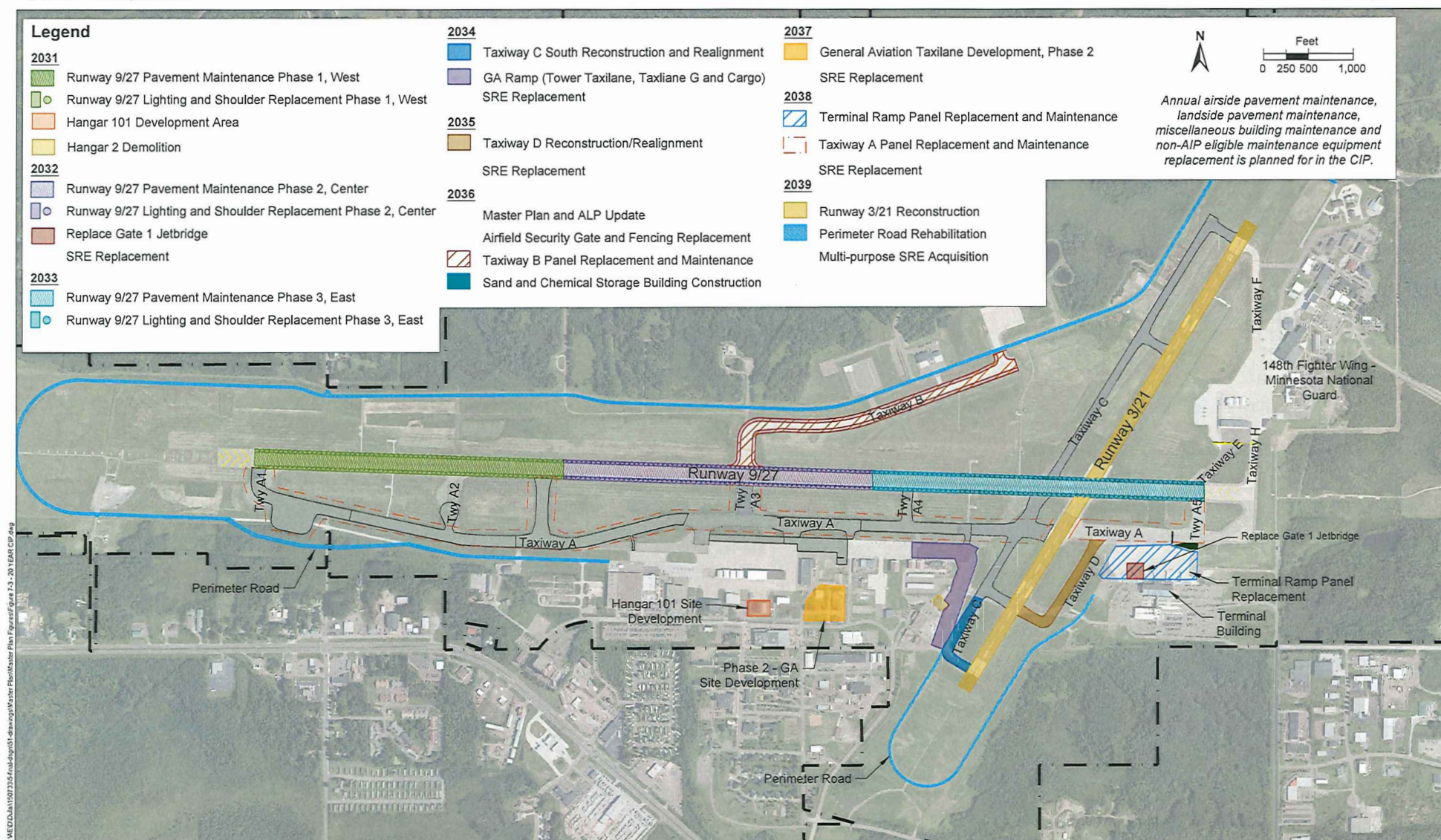


Table 7-11 Duluth International Airport (DLH)													Annual Entitlements through 2020:		\$	-	
CIP 2021-2040													Annual Entitlements 2021		\$	1,588,761	
FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MNDOT	Local											
CALENDAR YEAR 2021															Annual Entitlement	\$	1,588,761.00
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	151,247.00
SFY 2022	Hangar 101 Environmental Assessment	Environmental	\$40,000	0%	70%	30%	\$ -	\$ 28,000.00			\$ 12,000.00					\$ -	
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY2021	Taxiway A - Preliminary Design (Phase 1)	Engineering	\$95,500	100%	0%	0%	\$ 95,500.00	\$ -				\$ -					
FFY2021	Taxiway A - Final Design, Plans and Specifications (Phase 1)	Engineering	\$459,300	PR	PR	PR	\$ 442,500.00	\$ -	\$ 16,800.00			\$ -					
FFY 2021	Taxiway A - Construction - (Phase 1)	Construction	\$7,575,061	PR	PR	PR	\$ 6,778,897.81	\$ -	\$ 796,163.50			\$ -					
FFY2021	Taxiway A - Construction Administration (Phase 1)	Engineering	\$895,000	PR	PR	PR	\$ 800,000.00	\$ -	\$ 95,000.00			\$ -					
SFY 2021	Taxilane Pavement Repair (T-Hangar and Ranch Unit) Design	Engineering	\$82,300	0%	70%	30%		\$ 43,610.00		\$ 18,690.00		\$ -					
SFY 2021	Taxilane Pavement Repair (T-Hangar and Ranch Unit) Construction	Construction	\$477,923	0%	70%	30%		\$ 334,546.10		\$ 143,376.90		\$ -					
SFY 2021	Midfield Ramp Repair (Phase 1) Design	Engineering	\$136,800	0%	70%	30%		\$ 95,830.00		\$ 41,070.00		\$ -					
SFY 2022	Airside Pavement Maintenance	Maintenance	\$49,820	0%	70%	30%	\$ -	\$ 34,874.00		\$ 14,946.00		\$ -					
LANDSIDE ENGINEERING AND CONSTRUCTION																	
ARCHITECTURE AND BUILDINGS																	
SFY 2021	Hangar 101 Removal - Design	Engineering	\$59,500	0%	70%	30%	\$ -	\$ 41,650.00			\$ 17,850.00						
EQUIPMENT																	
CY 2021	Skid Steer - Vehicle #44	Equipment	\$75,000	0%	0%	100%	\$ -	\$ -				\$ 75,000.00					
CY 2021	Lawn Mower	Equipment	\$9,000	0%	0%	100%	\$ -	\$ -				\$ 9,000.00					
CALENDAR YEAR TOTALS			\$9,935,304				\$ 8,116,897.81	\$ 678,610.10	\$ 907,963.50	\$ 218,082.90	\$ 29,850.00	\$ 84,000.00	\$ -			\$ -	
CALENDAR YEAR 2022															Annual Entitlement	\$	1,123,808
PLANNING AND ENVIRONMENTAL															Total Entitlement Available	\$	1,123,808.40
CY 2022	Terminal Planning Study	Planning	\$56,800	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 56,800					
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2022	Taxiway A (Phase 2) - Design	Engineering	\$550,000	PR	PR	PR	\$ 440,000	\$ 30,000	\$ 50,000.00	\$ 30,000							
FFY 2022	Taxiway A (Phase 2) - Construction/Construction Administration	Construction/Eng	\$6,350,000	PR	PR	PR	\$ 4,800,000	\$ 300,000	\$ 950,000.00	\$ 300,000							
FFY 2022	Runway 3/21 Lighting Replacement Design	Engineering	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000							
FFY 2022	Runway 3/21 Lighting Replacement Construction/Construction Admin	Construction/Eng	\$1,050,000	90%	5%	5%	\$ 945,000	\$ 52,500		\$ 52,500							
FFY 2022	Reimbursable Agreement (Design and Construction)	Construction/Eng	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000							
SFY 2022	Hangar 101 Pre-Demolition Abatement	Construction/Admin	\$350,000	0%	70%	30%	\$ -	\$ 245,000			\$ 105,000						
SFY 2023	Hangar 101 Removal - Construction	Construction/Admin	\$500,000	0%	70%	30%	\$ -	\$ 350,000			\$ 150,000						
SFY 2022	Midfield Ramp Repair (Phase 1) Construction	Construction	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000							
SFY 2023	Airside Pavement Maintenance	Construction	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2022	Parking Management System Technology	Construction	\$375,000	0%	0%	100%	\$ -	\$ -				\$ 375,000					
CY 2021	Grinden Road Preventative Maintenance (Crack Seal)	Construction	\$20,300	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 20,300					
ARCHITECTURE AND BUILDINGS																	
CY2022	Hangar and Site Prep Design- Ranch Hangars (south of fuel system)	Engineering and Arch	\$40,000	0%	0%	100%	\$ -	\$ -	\$ -		\$ 40,000.00						
CY 2022	Terminal Drop Off Line Roof Drainage Improvements	Construction	\$25,000	0%	0%	100%	\$ -	\$ -				\$ 25,000					
CY 2022	TNC Shelter w/ Wayfinding Signage	Construction	\$70,000	0%	0%	100%	\$ -	\$ -				\$ 70,000					
CY 2022	QTA Siting and Feasibility Analysis	Engineering	\$75,000	0%	0%	100%	\$ -	\$ -	\$ -	\$ -			\$ 75,000	CFC			
CY 2022	ATCT Building Improvements Phase 1	Construction	\$50,000	0%	0%	100%	\$ -	\$ -			\$ 50,000						
CY 2022	ATCT - AFTIL (Cost TBD)	Planning	\$500,000	0%	70%	30%	\$ -	\$ 350,000.00	\$ -			\$ 150,000					
EQUIPMENT																	
CY 2022	7 Passenger Vehicle (Expedition) - Vehicle #2	Vehicle	\$49,000	0%	0%	100%	\$ -	\$ -				\$ 49,000					
CY 2022	Ford Explorer - Vehicle #7	Vehicle	\$36,000	0%	0%	100%	\$ -	\$ -				\$ 36,000					
CY 2022	Airfield Magnet - Bluesreak Piranha	Equipment	\$26,500	0%	0%	100%	\$ -	\$ -				\$ 26,500					
CY 2022	Dump Truck - Vehicle #24	Equipment	\$83,430	0%	0%	100%	\$ -	\$ -				\$ 83,430					
CALENDAR YEAR TOTALS			\$11,657,030				\$ 6,365,000	\$ 2,142,800	\$ 1,000,000	\$ 737,500	\$ 345,000	\$ 892,030	\$ 75,000			\$ -	
Total CARES/CRSSA/ARP											\$374,850						

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MnDOT	Local											
CALENDAR YEAR 2023																Annual Entitlement	\$1,308,057
																Total Entitlement Available	\$1,308,057.16
PLANNING AND ENVIRONMENTAL																	
CY 2023	ATCT - NEPA	Environmental	\$100,000	0%	0%	30%	\$ -	\$ -				\$ 30,000	\$ 70,000	State Bond			
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2023	Taxway A (Phase 3) - Design	Engineering	\$550,000	PR	PR	PR	\$ 440,000	\$ 30,000	\$ 50,000.00	\$ 30,000							
FFY 2023	Taxway A (Phase 3) - Construction/Construction Administration	Construction/Eng	\$7,950,000	PR	PR	PR	\$ 6,560,000	\$ 220,000	\$ 950,000	\$ 220,000							
FFY 2023	Midfield ARFF Access Road	Construction/Eng	\$500,000	0%	0%	0%			\$ 500,000							MCCA	
FFY 2023	RW 9 Localizer Relocation - Design and Construction	Engineering	\$0	100%	0%	0%	\$ -	\$ -		\$ -						FAA Tech Ops Funded	
SFY 2024	Midfield Ramp Repair (Phase 2)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000						Potential for MCCA	
SFY 2024	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000				\$ 45,000					
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2023	Perimeter Road (RDPER-01) Preventative Maintenance (Crack Seal)	Construction	\$131,400	0%	0%	100%	\$ -	\$ -				\$ 131,400					
CY 2023	Perimeter Road (RDPER-03) Preventative Maintenance (Crack Seal)	Maintenance	\$151,900	0%	0%	100%	\$ -	\$ -				\$ 151,900					
CY 2023	EV Charging Stations	Construction	\$100,000	0%	0%	100%	\$ -	\$ -					\$ 100,000	Grants TBD			
ARCHITECTURE AND BUILDINGS																	
CY 2023	Jetbridge Maintenance (Gates 1, 2, 3 and 4)	Construction	\$240,000	0%	70%	30%	\$ -	\$ 168,000				\$ 72,000					
CY 2023	ATCT Building Improvements Phase 2	Construction	\$50,000	0%	0%	100%	\$ -	\$ -				\$ 50,000					
CY 2023	Terminal Improvements TBD (Carpet, furniture, wayfinding, etc.)	Construction	\$50,000	0%	0%	100%	\$ -	\$ -	\$ -	\$ -		\$ 50,000					
CY 2023	Ranch Hangar Construction	Construction	\$650,000	0%	0%	100%		\$ -	\$ -	\$ -	\$ 143,000		\$ 507,000	Rent			
CY2023	QTA	Design/construction	\$2,500,000	0%	0%	100%	\$ -	\$ -		\$ -		\$ -	\$ 2,500,000	CFC			
CY 2023	Airport Road Commercial Development	Construction	\$0	0%	0%	0%	\$ -	\$ -				\$ -		Developer Funded			
EQUIPMENT																	
FFY 2023	Multi-Purpose SRE (New)	SRE	\$1,120,000	80%	5%	5%	\$ 1,008,000	\$ 56,000		\$ 56,000							
CY 2023	Pickup with Plow - Vehicle #5	Vehicle	\$65,000	0%	0%	100%	\$ -	\$ -				\$ 65,000					
CY 2023	Pickup with Plow - Vehicle #6	Vehicle	\$65,000	0%	0%	100%	\$ -	\$ -				\$ 65,000					
CY 2023	Pickup with Plow - Vehicle #8	Vehicle	\$65,000	0%	0%	100%	\$ -	\$ -				\$ 65,000					
CALENDAR YEAR TOTALS			\$15,438,300				\$ 8,008,000	\$ 1,279,000	\$ 1,500,000	\$ 606,000	\$ 143,000	\$ 726,300	\$ 3,177,000				\$ -
CALENDAR YEAR 2024																	
																Annual Entitlement	\$1,314,288
																Total Entitlement Available	\$1,314,288.24
PLANNING AND ENVIRONMENTAL																	
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2024	Runway 3/21 Rehabilitation - Design	Engineering	\$350,000	80%	5%	5%	\$ 315,000	\$ 17,500		\$ 17,500							
FFY 2024	Runway 3/21 Rehabilitation - Construction/Construction Administration	Construction/Eng	\$3,500,000	80%	5%	5%	\$ 3,150,000	\$ 175,000		\$ 175,000							
FFY 2024	Runway 3/21 Obstruction Removal	Construction/Eng	\$50,000	80%	5%	5%	\$ 45,000	\$ 2,500		\$ 2,500							
FFY 2024	Taxiway C Realignment - Design	Engineering	\$300,000	80%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000							
FFY 2024	Taxiway C Relocation - Construction	Construction	\$3,000,000	80%	5%	5%	\$ 2,700,000	\$ 150,000		\$ 150,000							
SFY 2025	Midfield Ramp Repair (Phase 3)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000					Potential for MCCA		
SFY 2025	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2024	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
CY 2024	ATCT - Design	Engineering	\$1,500,000	0%	0%	30%	\$ -	\$ -	\$ -	\$ -		\$ 450,000	\$ 1,050,000.00	State Bond			
CY 2024	DHL Building demolition	Construction/Eng	\$75,000	0%	0%	100%		\$ -	\$ -	\$ -		\$ 75,000		Could be funded with state bond as enabling for ATCT?			
CY 2024	Hydrosolutions demolition	Construction/Eng	\$75,000	0%	0%	100%		\$ -	\$ -	\$ -		\$ 75,000		Could be funded with state bond as enabling for ATCT?			
FFY 2024	Replace Gate 2 Jetbridge (2004)	Construction	\$550,000	0%	0%	100%		\$ -				\$ 550,000					
EQUIPMENT																	
FFY 2024	Blower (Replace #22)	SRE	\$950,000	80%	5%	5%	\$ 855,000	\$ 47,500		\$ 47,500							
CY 2024	Utility Van - Vehicle #10	Vehicle	\$60,000	0%	0%	100%	\$ -	\$ -				\$ 60,000					
CY 2024	Utility Van - Vehicle #11	Vehicle	\$60,000	0%	0%	100%	\$ -	\$ -				\$ 60,000					
CY 2024	Pickup - Vehicle #12	Vehicle	\$70,000	0%	0%	100%	\$ -	\$ -				\$ 70,000					
CALENDAR YEAR TOTALS			\$11,790,000				\$ 7,335,000	\$ 1,212,600	\$ -	\$ 762,600	\$ -	\$ 1,440,000	\$ 1,050,000				\$ -

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance							
				FAA	MnDOT	Local																	
CALENDAR YEAR 2025																	Annual Entitlement	\$	1,534,000				
																	Total Entitlement Available	\$	1,534,000				
PLANNING AND ENVIRONMENTAL																							
AIRSIDE ENGINEERING AND CONSTRUCTION																							
FFY 2025	Taxiway A (Phase 4) - Design	Engineering	\$550,000	90%	5%	5%	\$ 495,000	\$ 27,500		\$ 27,500													
FFY 2025	Taxiway A (Phase 4) - Construction/Construction Administration	Construction/Eng	\$3,550,000	90%	5%	5%	\$ 3,195,000	\$ 177,500		\$ 177,500													
SFY 2026	Midfield Ramp Repair (Phase 4)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA										
SFY 2026	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000													
LANDSIDE ENGINEERING AND CONSTRUCTION																							
CY 2025	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
ARCHITECTURE AND BUILDINGS																							
CY 2025	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
CY 2025	Terminal Roadway and Surface Lot Lighting Upgrade	Maintenance	\$90,000	0%	0%	100%	\$ -	\$ -				\$ 90,000		Rebates									
CY 2025	ATCT - Construction Phase 1	Construction	\$3,000,000	0%	0%	30%	\$ -		\$ -			\$ 900,000	\$ 2,100,000.00	State Bond									
EQUIPMENT																							
FFY 2025	Multi-Purpose (New)	SRE	\$1,113,400	80%	5%	5%	\$ 1,002,060.00	\$ 55,670	\$ -	\$ 55,670													
SFY2026	Tractor/Mower - Vehicle #25	Mower	\$150,000	0%	70%	30%	\$ -	\$ 105,000	\$ -			\$ 45,000											
SFY 2026	Side by Side- ATV - Replaces #613 and #614	Vehicle	\$15,000	0%	0%	100%	\$ -	\$ -	\$ -			\$ 15,000											
CALENDAR YEAR TOTALS																			\$ 1,260,000	\$ 2,100,000			\$0
													\$ 1,855,670										
CALENDAR YEAR 2026																	Annual Entitlement	\$	1,542,897				
																	Total Entitlement Available	\$	1,542,897				
PLANNING AND ENVIRONMENTAL																							
AIRSIDE ENGINEERING AND CONSTRUCTION																							
FFY 2026	Taxiway A (Phase 5) - Design	Engineering	\$600,000	PR	PR	PR	\$ 460,000	\$ 45,000	\$ 50,000	\$ 45,000													
FFY 2026	Taxiway A (Phase 5) - Construction/Construction Administration	Construction/Eng	\$11,100,000	PR	PR	PR	\$ 8,140,000	\$ 380,000	\$ 2,200,000	\$ 380,000													
FFY 2026	Electrical Vault Relocation	Construction	\$800,000	80%	5%	5%	\$ 720,000	\$ 40,000		\$ 40,000													
SFY 2027	Midfield Ramp Repair (Phase 5)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA										
SFY 2027	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000													
LANDSIDE ENGINEERING AND CONSTRUCTION																							
CY 2026	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
ARCHITECTURE AND BUILDINGS																							
CY 2026	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
CY 2026	ATCT - Construction Phase 2	Construction	\$10,000,000	0%	0%	30%	\$ -		0	\$ -		\$ 3,000,000	\$ 7,000,000.00	State Bond									
EQUIPMENT																							
CY 2026	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000											
FFY 2026	Bulldozing Plow (#16)	SRE	\$555,000	80%	5%	5%	\$ 499,500	\$ 27,750		\$ 27,750													
FFY 2026	Loader (#28)	SRE	\$250,000	80%	5%	5%	\$ 225,000	\$ 12,500		\$ 12,500													
CALENDAR YEAR TOTALS																			\$7,000,000			\$ -	
													\$10,300,000										

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance											
				FAA	MnDOT	Local																					
CALENDAR YEAR 2027																Annual Entitlement	\$	1,551,899									
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,551,899									
FFY 2027	NEPA Review for Perimeter Road Relocation and Holding Bay (Phases 7 & 8)	Environmental	\$250,000	90%	5%	5%	\$ 225,000.00	\$ 12,500.00				\$ 12,500.00															
AIRSIDE ENGINEERING AND CONSTRUCTION																											
FFY 2027	Taxiway A (Phase 6) - Design	Engineering	\$700,000	PR	PR	PR	\$ 560,000	\$ 32,500	\$ 75,000	\$ 32,500																	
FFY 2027	Taxiway A (Phase 6) - Construction/Construction Administration	Construction/Eng	\$11,300,000	PR	PR	PR	\$ 8,440,000	\$ 430,000	\$ 2,000,000	\$ 430,000																	
FFY 2027	NAVAID (Rwy 27 PAPI and Glideslope) Relocation Design	Design	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000		\$ 10,000																	
FFY 2027	NAVAID (Rwy 27 PAPI and Glideslope) Relocation Construction	Construction	\$800,000	90%	5%	5%	\$ 720,000	\$ 40,000		\$ 40,000																	
FFY 2027	NAVAID (Rwy 27 PAPI and Glideslope) Relocation Reimbursable Agreement	FAA RA	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000																	
SFY 2028	Midfield Ramp Repair (Phase 6)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA														
SFY 2028	Airside Pavement Maintenance	Maintenance	\$ 150,000	0%	70%	30%		\$ 105,000		\$ 45,000						\$ -											
LANDSIDE ENGINEERING AND CONSTRUCTION																											
CY 2027	Landside Pavement Maintenance	Maintenance	\$ 100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
ARCHITECTURE AND BUILDINGS																											
CY 2027	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
EQUIPMENT																											
CY 2027	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
FFY 2027	Sweeper (Replace #37)	Equipment	\$ 730,000	90%	5%	5%	\$ 657,000	\$ 36,500		\$ 36,500																	
CALENDAR YEAR TOTALS																	\$	312,500	\$ -			\$	-				
																	\$	1,221,500									
CALENDAR YEAR 2028																Annual Entitlement	\$	1,561,008									
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,561,008									
FFY 2028	Permitting - Taxiway A (Perimeter Road & Holding Bay) - Phases 7 & 8	Environmental	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000																	
FFY 2028	Mitigation - Taxiway A (Perimeter Road & Holding Bay) - Phases 7 & 8	Environmental	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000		\$ 50,000																	
AIRSIDE ENGINEERING AND CONSTRUCTION																											
FFY 2028	Taxiway A (Phase 7) - Design	Engineering	\$600,000	PR	PR	PR	\$ 480,000	\$ 30,000	\$ 60,000	\$ 30,000																	
FFY 2028	Taxiway A (Phase 7) - Construction/Construction Administration	Construction/Eng	\$10,400,000	PR	PR	PR	\$ 9,000,000	\$ 200,000	\$ 1,000,000	\$ 200,000																	
SFY 2029	Midfield Ramp Repair (Phase 7)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA														
SFY 2029	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000																	
LANDSIDE ENGINEERING AND CONSTRUCTION																											
CY 2028	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
ARCHITECTURE AND BUILDINGS																											
CY 2028	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
EQUIPMENT																											
CY 2028	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
FFY 2028	Blower (Replace #20)	Equipment	\$950,000	90%	5%	5%	\$ 855,000	\$ 47,500		\$ 47,500																	
CALENDAR YEAR TOTALS																	\$14,500,000		\$11,328,000	\$1,137,600	\$1,060,000	\$677,500	\$0	\$300,000	\$0		\$ -
CALENDAR YEAR 2029																Annual Entitlement	\$	1,570,224									
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,570,224									
AIRSIDE ENGINEERING AND CONSTRUCTION																											
FFY 2029	Taxiway A (Phase 8) - Design	Engineering	\$600,000	PR	PR	PR	\$ 480,000	\$ 30,000	\$ 60,000	\$ 30,000																	
FFY 2029	Taxiway A (Phase 8) - Construction/Construction Administration	Construction/Eng	\$9,000,000	PR	PR	PR	\$ 7,000,000	\$ 300,000	\$ 1,400,000	\$ 300,000																	
SFY 2030	Midfield Ramp Repair (Phase 8)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000			Potential for MCCA														
SFY 2030	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000																	
LANDSIDE ENGINEERING AND CONSTRUCTION																											
CY 2029	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
ARCHITECTURE AND BUILDINGS																											
FFY 2029	Replace Gate 3 Jetbridge	Construction	\$ 550,000	0%	0%	100%	\$ -	\$ -		\$ 550,000			Potential for MCCA or AIR funding														
FFY 2029	Replace Gate 4 Jetbridge	Construction	\$ 550,000	0%	0%	100%	\$ -	\$ -		\$ 550,000																	
CY 2029	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
EQUIPMENT																											
CY 2029	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000															
FFY 2029	Batwing Plow (Replace #13)	Equipment	\$555,000	90%	5%	5%	\$ 499,500	\$ 27,750		\$ 27,750						\$ -											
CALENDAR YEAR TOTALS																	\$12,705,000		\$ 7,979,600	\$ 1,162,760	\$ 1,460,000	\$ 1,775,000	\$ -	\$ 327,760	\$ -	\$	

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance	
				FAA	MnDOT	Local											
												\$ 2,102,750					
CALENDAR YEAR 2030														Annual Entitlement	\$ 1,574,092		
PLANNING AND ENVIRONMENTAL														Total Entitlement Available	\$ 1,574,092		
AIRSIDE ENGINEERING AND CONSTRUCTION																	
FFY 2030	Taxiway A (Phase 9) - Design	Engineering	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000		\$ 10,000							
FFY 2030	Taxiway A (Phase 9) - Construction/Construction Administration	Construction/Eng	\$2,000,000	90%	5%	5%	\$ 1,800,000	\$ 100,000		\$ 100,000							
FFY 2030	GA Ramp (Monaca) - Design/Construction/Construction Administration	Construction/Eng	\$3,000,000	90%	5%	5%	\$ 2,700,000	\$ 150,000				\$ 150,000					
SFY 2031	Midfield Ramp Repair (Phase 9)	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000		\$ 300,000				Potential for MCCA			
SFY 2031	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2030	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
CY 2030	Misc. Building Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
EQUIPMENT																	
CY 2030	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2030	Replace Grader #18	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000				\$ 20,000					
CALENDAR YEAR TOTALS			\$7,080,000				\$5,040,000	\$1,085,000	\$ -	\$455,000	\$ -	\$470,000	\$0			\$ -	
CALENDAR YEAR 2031														Annual Entitlement	\$ 1,583,462		
PLANNING AND ENVIRONMENTAL														Total Entitlement Available	\$ 1,583,462		
AIRSIDE ENGINEERING AND CONSTRUCTION																	
SFY 2032	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000							
FFY 2031	RW 9/27 Pavement Maintenance (Phase 1, West End)	Construction/Eng	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000		\$ 10,000							
FFY 2031	RW 9/27 Lighting and Shoulder Replacement (Phase 1, West End)	Construction/Eng	\$2,500,000	90%	5%	5%	\$ 2,250,000	\$ 125,000		\$ 125,000							
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2031	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
CY 2031	Hangar 101 Development Area	Construction/Eng	\$500,000	0%	0%	100%	\$ -	\$ -				\$ 500,000					
ARCHITECTURE AND BUILDINGS																	
CY 2031	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000					
CY 2031	Hangar 2 Demolition	Construction/Eng	\$1,000,000	0%	70%	30%	\$ -	\$ 700,000				\$ 300,000					
EQUIPMENT																	
	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
CALENDAR YEAR TOTALS			\$4,675,000				\$ 2,430,000.00	\$ 940,000.00	\$ -	\$ 180,000.00	\$ -	\$ 1,125,000.00	\$ -			\$0	
CALENDAR YEAR 2032														Annual Entitlement	\$ 1,592,943		
PLANNING AND ENVIRONMENTAL														Total Entitlement Available	\$ 1,592,943		
AIRSIDE ENGINEERING AND CONSTRUCTION																	
SFY 2033	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000				\$ 45,000					
FFY 2032	RW 9/27 Pavement Maintenance (Phase 2, Center)	Eng/Construction	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000				\$ 10,000					
FFY 2032	RW 9/27 Lighting and Shoulder Replacement (Phase 2, Center)	Eng/Construction	\$4,000,000	90%	5%	5%	\$ 3,600,000	\$ 200,000				\$ 200,000					
LANDSIDE ENGINEERING AND CONSTRUCTION																	
CY 2032	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
ARCHITECTURE AND BUILDINGS																	
FFY 2032	Replace Gate 1 Jetbridge	Construction	\$550,000	0%	0%	100%	\$ -	\$ -		\$ 550,000							
CY 2032	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000					
EQUIPMENT																	
CY 2032	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000					
FFY 2032	Replace Loader #43	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000				\$ 20,000					
CALENDAR YEAR TOTALS			\$5,625,000				\$ 4,140,000.00	\$ 335,000.00	\$ -	\$ 650,000.00	\$ -	\$ 600,000.00	\$ -			\$ -	

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance		
				FAA	MnDOT	Local												
CALENDAR YEAR 2033																Annual Entitlement	\$	1,602,636
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,602,636
AIRSIDE ENGINEERING AND CONSTRUCTION																		
FFY 2033	RW 9/27 Lighting and Shoulder Replacement (Phase 3, East End)	Eng/Construction	\$2,500,000	90%	5%	5%	\$ 2,250,000	\$ 125,000				\$ 125,000						
FFY 2033	RW 9/27 Pavement Maintenance (Phase 3, East End)	Eng/Construction	\$200,000	90%	5%	5%	\$ 180,000	\$ 10,000				\$ 10,000						
SFY 2034	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000				\$ 45,000						
LANDSIDE ENGINEERING AND CONSTRUCTION																		
CY 2033	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
ARCHITECTURE AND BUILDINGS																		
	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000						
EQUIPMENT																		
	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
CALENDAR YEAR TOTALS			\$3,175,000				\$ 2,430,000.00	\$ 240,000.00	\$ -	\$ -	\$ -	\$ 605,000.00	\$ -			\$0		
CALENDAR YEAR 2034																Annual Entitlement	\$	1,612,242
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,612,242
AIRSIDE ENGINEERING AND CONSTRUCTION																		
FFY 2034	Taxiway C South - Design/Construction/Construction Administration	Engineering/Const	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000				\$ 50,000						
FFY 2034	GA Ramp (Tower Taxiway and Taxiway G, Fed Ex Ramp) - Design/Construction/Construction Administration	Engineering/Const	\$4,000,000	90%	5%	5%	\$ 3,600,000	\$ 200,000				\$ 200,000						
SFY 2035	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000				\$ 45,000						
LANDSIDE ENGINEERING AND CONSTRUCTION																		
CY 2034	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
ARCHITECTURE AND BUILDINGS																		
CY 2034	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000						
EQUIPMENT																		
CY 2034	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
FFY 2034	Replace Grader #17	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000				\$ 20,000						
CALENDAR YEAR TOTALS			\$5,875,000				\$ 4,860,000.00	\$ 376,000.00	\$ -	\$ -	\$ -	\$ 640,000.00	\$ -			\$0		
CALENDAR YEAR 2035																Annual Entitlement	\$	1,622,082
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,622,082
AIRSIDE ENGINEERING AND CONSTRUCTION																		
SFY 2036	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000								
FFY 2035	TW D Reconstruction/ Realignment - Design/Construction/Construction Administration	Eng/Const	\$4,000,000	80%	10%	10%	\$ 3,200,000	\$ 400,000		\$ 400,000								
LANDSIDE ENGINEERING AND CONSTRUCTION																		
CY 2035	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
ARCHITECTURE AND BUILDINGS																		
	Misc. Building Maintenance	Maintenance	\$125,000	0%	0%	100%	\$ -	\$ -				\$ 125,000						
EQUIPMENT																		
CY 2035	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000						
FFY 2035	Replace Sander #29	Equipment	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000				\$ 15,000						
CALENDAR YEAR TOTALS			\$4,775,000				\$ 3,470,000.00	\$ 620,000.00	\$ -	\$ 445,000.00		\$ 340,000.00	\$ -			\$0		

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance										
				FAA	MnDOT	Local																				
CALENDAR YEAR 2026																Annual Entitlement	\$	1,631,999								
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,631,999								
FFY 2036	Master Plan/ALP Update	Planning	\$800,000	90%	5%	5%	\$ 720,000	\$ 40,000				\$ 40,000														
AIRSIDE ENGINEERING AND CONSTRUCTION																										
FFY 2036	Airfield Security Gate Replacements/Fencing Replacement	Eng/Const	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000		\$ 50,000																
FFY 2036	TW B Panel Replacement/Maintenance	Maintenance	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000																
SFY 2037	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000																
LANDSIDE ENGINEERING AND CONSTRUCTION																										
CY 2036	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000														
ARCHITECTURE AND BUILDINGS																										
CY 2036	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000														
FFY 2036	Sand Storage Building	Building	\$1,000,000	90%	5%	5%	\$ 900,000	\$ 50,000		\$ 50,000																
EQUIPMENT																										
CY 2036	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000														
CALENDAR YEAR TOTALS																	\$3,600,000			\$ 2,790,000.00	\$ 260,000.00	\$ -	\$ 160,000.00	\$ 390,000.00	\$ -	
CALENDAR YEAR 2027																Annual Entitlement	\$	1,642,052								
PLANNING AND ENVIRONMENTAL																Total Entitlement Available	\$	1,642,052								
AIRSIDE ENGINEERING AND CONSTRUCTION																										
FFY 2037	GA Taxilane Development Phase 2	Eng/Const	\$400,000	0%	70%	30%		\$ 280,000				\$ 120,000														
SFY 2038	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%	\$ -	\$ 105,000		\$ 45,000																
LANDSIDE ENGINEERING AND CONSTRUCTION																										
CY 2037	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000														
ARCHITECTURE AND BUILDINGS																										
CY 2037	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000														
EQUIPMENT																										
CY 2037	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000														
FFY 2027	Replace Grader #18	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000		\$ 20,000																
CALENDAR YEAR TOTALS																	\$1,300,000			\$360,000	\$405,000	\$ -	\$65,000	\$470,000	\$0	\$ 1,282,052.16

FEDERAL OR STATE FISCAL YEAR (FFY/SFY)	Future Development	Project Type	Cost	Funding Rates			FAA Funding (Entitlement and Discretionary)	State Funding	MCCA Funding	PFC Funding	CARES/ CRSSA/ARP	DAA Reserves	Other Funding	Other Funding Source	Local Funding Source	Remaining Entitlement Balance
				FAA	MnDOT	Local										
CALENDAR YEAR 2038																Annual Entitlement \$ 1,662,224
PLANNING AND ENVIRONMENTAL																Total Entitlement Available \$ 2,934,277
AIRSIDE ENGINEERING AND CONSTRUCTION																
SFY 2039	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000		\$ 45,000						
FFY 2038	Terminal Ramp Panel Replacement/Maintenance	Maintenance	\$100,000	90%	5%	5%	\$ 90,000	\$ 5,000		\$ 5,000						
FFY 2038	Taxiway A Panel Replacement/Maintenance	Maintenance	\$300,000	90%	5%	5%	\$ 270,000	\$ 15,000		\$ 15,000						
LANDSIDE ENGINEERING AND CONSTRUCTION																
CY 2038	Landside Pavement Maintenance	Maintenance	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
ARCHITECTURE AND BUILDINGS																
CY 2038	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000				
EQUIPMENT																
CY 2038	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
FFY 2038	Replace Leader #30	Equipment	\$400,000	90%	5%	5%	\$ 360,000	\$ 20,000		\$20,000						
CALENDAR YEAR TOTALS			\$1,300,000				\$ 720,000.00	\$ 145,000.00	\$ -	\$ 85,000.00		\$ 350,000.00	\$ -			\$ 2,214,276.54
CALENDAR YEAR 2039																Annual Entitlement \$ 1,671,721
PLANNING AND ENVIRONMENTAL																Total Entitlement Available \$ 3,885,997
AIRSIDE ENGINEERING AND CONSTRUCTION																
FFY 2039	Runway 3/21 Reconstruction	Construction/Eng	\$8,000,000	90%	5%	5%	\$ 7,200,000	\$ 400,000		\$ 400,000						
SFY 2040	Airside Pavement Maintenance	Maintenance	\$150,000	0%	70%	30%		\$ 105,000				\$ 45,000				
LANDSIDE ENGINEERING AND CONSTRUCTION																
CY 2039	Landside Pavement Maintenance	Maintenance	\$100,000	0%		100%	\$ -	\$ -				\$ 100,000				
FFY 2039	Perimeter Road Rehabilitation	Construction	\$2,000,000	90%	5%	5%	\$ 1,800,000	\$ 100,000				\$ 100,000			MCCA?	
ARCHITECTURE AND BUILDINGS																
CY 2039	Misc. Building Maintenance	Maintenance	\$150,000	0%	0%	100%	\$ -	\$ -				\$ 150,000				
EQUIPMENT																
CY 2039	Maintenance Equipment Replacement	Equipment	\$100,000	0%	0%	100%	\$ -	\$ -				\$ 100,000				
FFY 2025	Multi-Purpose (New)	SRE	\$1,200,000	90%	5%	5%	\$ 1,080,000.00	\$ 60,000	\$ -			\$ 60,000				
CALENDAR YEAR TOTALS			\$11,700,000				\$ 10,080,000.00	\$ 665,000.00	\$ -	\$ 400,000.00	\$ -	\$ 555,000.00	\$ -			\$

VII E

Duluth Airport Authority Short Elliott Hendrickson Inc. (SEH) Work Order 2021-9 for Final Design for the Taxiway A Reconstruction – Phase 2 Project at the Duluth International Airport

Terms:

- Estimated start date of December 22, 2021
- Estimated end date of June 30, 2022

Agreement Overview:

This work order includes final design for the Taxiway A Reconstruction – Phase 2 project at Duluth International Airport (DLH). The contract provisions included in the Master Agreement (dated 1-21-2020) between the DAA and SEH remain in effect for this work order.

Background:

Taxiway A is the parallel taxiway for the main runway (Runway 9/27) serving the Duluth International Airport. The existing Taxiway A is approximately 10,700 feet in length, and the width of Taxiway A varies along its alignment. The reconstruction of Taxiway A could potentially be completed in nine phases, based on the result of the 2021 DLH Airport Master Plan and discussions with the Duluth Airport Authority (DAA) and FAA. Phase 2 of the Taxiway A Reconstruction Program will include a 1,300 feet reconstruction of Taxiway A to the north of the Monaco Apron and the Tower Apron. The Phase 2 project will also include the reconstruction and realignment of Taxiway A4 which joins Runway 9/27 with Taxiway A. Taxiway A4 will be reconstructed and realigned to meet current FAA design standards which includes having a right-angle intersection on to the runway. Additionally, the new location of Taxiway A4 will remove direct access to the runway from a parking apron, as it is currently configured. This scope of engineering services includes final design, including plan drawings, specifications, an engineer's design report, quality control, design reviews, and construction bidding documents, as well as public outreach and project management. Final design will occur in the winter and spring of 2022, with project bidding in May of 2021. Construction is anticipated to take place in the summer of 2023.

The eligible portions of the final design (Scope A-1) is anticipated to be funded at 90 percent by the Federal Aviation Administration (FAA) and 5 percent funded by the Minnesota Department of Transportation (MnDOT). The ineligible portions (Scope A-2) are anticipated to be funded by the Air National Guard through an MCCA agreement.

**WORK ORDER
No. 2021- 9
Between**

**The Duluth Airport Authority (DAA) (Owner) and
Short Elliott Hendrickson Inc. (SEH) (Consultant)**

Dated: December 21, 2021

**TAXIWAY A RECONSTRUCTION – PHASE 2 (FINAL DESIGN)
DULUTH INTERNATIONAL AIRPORT (DLH)**

This work order includes Final Design and Bidding of the Taxiway A Reconstruction (Phase 2) project at the Duluth International Airport (DLH). The contract provisions included in the Master Agreement (dated 5-19-2020) between the DAA and SEH remain in effect for this work order.

Estimated start date is December 22, 2021; estimated end date is June 30, 2022.

Compensation by the Owner to the Consultant shall be a lump sum amount of \$477,000.

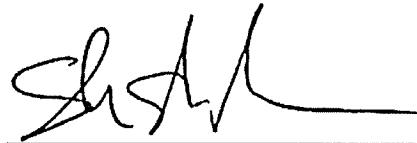
Descriptions of the services to be provided are included in Attachments A-1 and A-2. Detailed estimates of labor cost and expenses are included in Attachments B-1 and B-2.

Point of Contact: Shawn McMahon, PE

APPROVED:

Duluth Airport Authority (DAA)

Short Elliott Hendrickson Inc.



Title: _____

Title: Principal

Date: _____

Date: December 13, 2021

Title: _____

Date: _____

ATTACHMENT A-1
Duluth International Airport (DLH)
Taxiway A Reconstruction, Phase 2
Scope of Work
Schedule A (FAA Eligible)

***Engineer's Design Report, Final Design, Plans and Specifications,
Bidding Documents***

General – Taxiway A is the parallel taxiway for the main runway (Runway 9/27) serving the Duluth International Airport. The existing Taxiway A is approximately 10,700 feet in length, and the width of Taxiway A varies along its alignment. The reconstruction of Taxiway A could potentially be completed in nine phases, based on the result of the 2021 DLH Airport Master Plan and discussions with the Duluth Airport Authority (DAA) and FAA. Phase 2 of the Taxiway A Reconstruction Program will include a 1,300 feet reconstruction of Taxiway A to the north of the Monaco Apron and the Tower Apron. The Phase 2 project will also include the reconstruction and realignment of Taxiway A4 which joins Runway 9/27 with Taxiway A. See **Figure 1 - Project Exhibit**. Taxiway A4 will be reconstructed and realigned to meet current FAA design standards which includes having a right-angle intersection on to the runway. Additionally, the new location of Taxiway A4 will remove direct access to the runway from a parking apron, as it is currently configured.

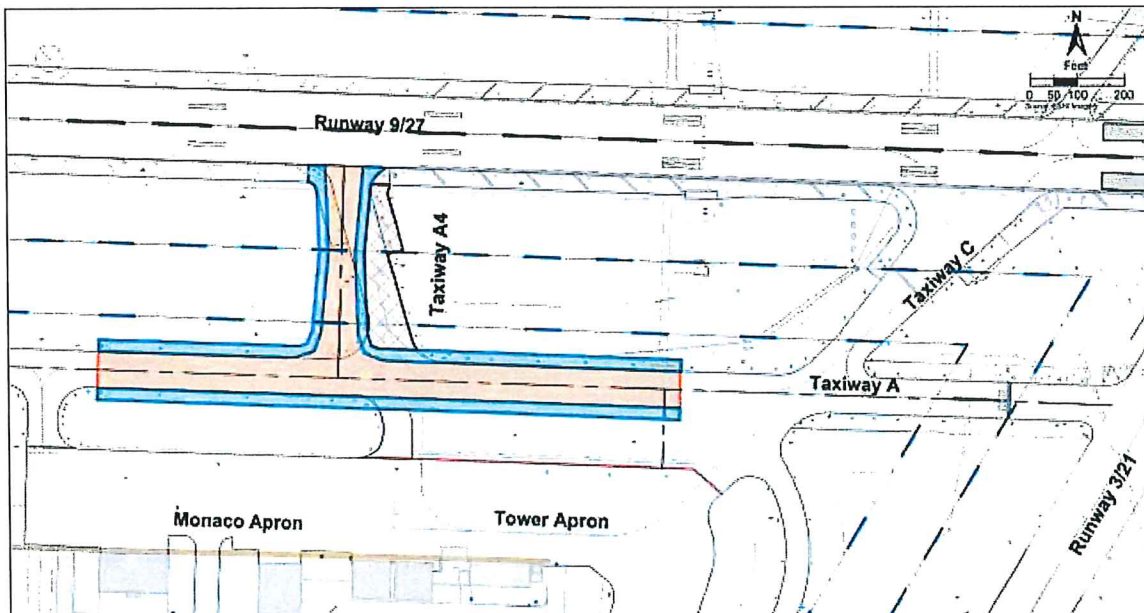
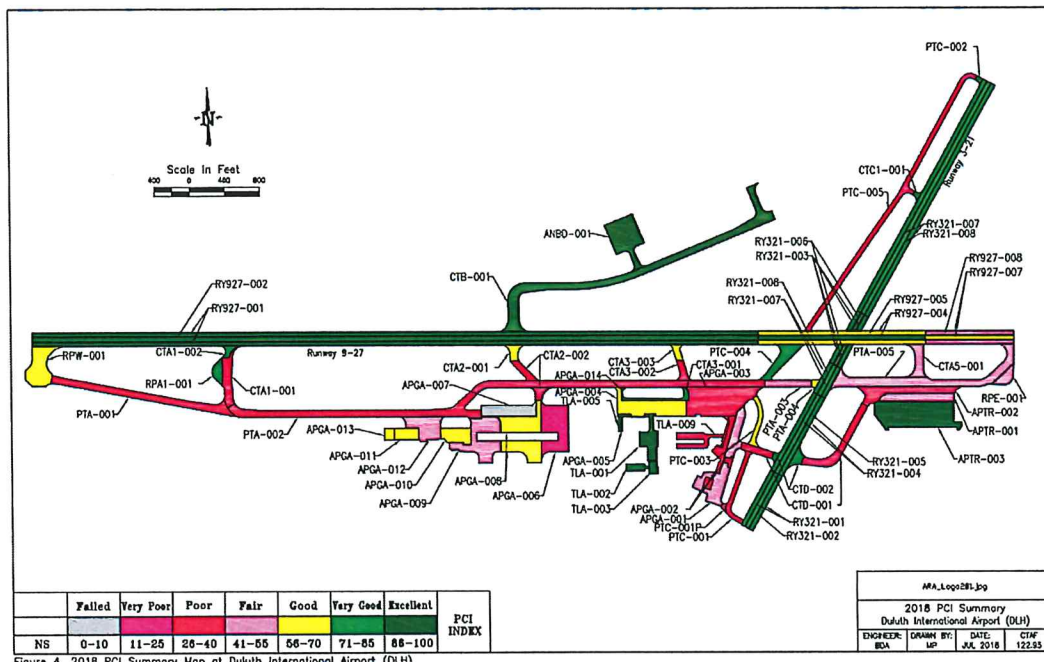


Figure 1. Project Exhibit

The majority of existing Taxiway A is 75-foot-wide bituminous pavement with no taxiway shoulders. A portion of existing Taxiway A4 connecting to Runway 9/27 is 75-foot-wide concrete pavement with bituminous shoulders and the other portion of Taxiway A4 to the south is 75 foot-wide bituminous pavement with no shoulders. Phase 2 will include approximately 1,300 feet of Taxiway A, 75 foot-wide, with 25-foot-wide bituminous shoulders to be meet the criteria for TDG V based on the aircraft fleet mix that are anticipated to use Taxiway A. Taxiway A4 will be reconstructed to be 50 foot-wide, with 20 foot-wide shoulders to satisfy the TDG III design criteria based upon the fleet mix that are anticipated to use this taxiway.

The most recent Minnesota Department of Transportation (MNDOT) pavement condition assessment was completed in 2018 and recorded the following results. The areas included in Phase 2 using the MnDOT naming convention include CTA3-003 and CTA3-002 (Taxiway A4) and PTA-002 (Taxiway A). Pavement distresses exhibited in the Phase 2 areas include alligator cracking, block cracking, depression, longitudinal and transverse cracking, patching, raveling, swelling, and weathering. Most of the pavement in the Phase 2 area requires major rehabilitation due to poor pavement condition and or previously mentioned geometry/safety issues. The 1,300-foot portion of Taxiway A to the north of the Tower Ramp and Monaco Ramp, named PTA-002, was constructed in 1985 and has a PCI of 34. The portion of Taxiway A4 to the south connecting to Taxiway A, named CTA3-002 and CTA3-003, was constructed in 1963 and has a PCI of 37. See Figure 2 - DLH 2018 PCI Summary.



The work will include drainage improvements and including potential storm structure repair or replacement, as required. Until additional aircraft parking is created in future phases of the Taxiway A Reconstruction Program, the tower ramp apron area adjacent to Taxiway A will not be removed as part of this project. However, blank taxiway edge lighting base cans and conduit will be installed to facilitate the future edge light installation once this portion of the tower ramp is removed in the future. At other locations of Taxiway A Phase 2, new taxiway lighting will be installed and the associated airfield lighting control system modified to match the installed lighting configuration.

(The Bidding tasks and Construction Administration scope items will be included in a subsequent work order.)

Proposed project schedule:

December 21, 2021 – DAA Board consider Final Design contract

April 15, 2022 – Final plans and specifications posted for bidding

May 5, 2022 – Bid opening

May 17, 2022 – DAA Board consider Construction Administration contract

May 31, 2022 – Grant application submittal

June 2023 – Construction

Project Deliverables – The project deliverables of this scope include the following:

1. Project formulation
2. Engineer's Design Report for Taxiway A Reconstruction, Phase 2
3. Plan drawings for Taxiway A Reconstruction, Phase 2
4. Construction bidding documents for Taxiway A Reconstruction, Phase 2
5. FAA Construction plans and specifications review
6. Quality Control reviews
7. Project management

This work scope includes:

Work Element 1: Project Formulation

Task 1.1 – Scoping, Review, and Coordination – Short Elliott Hendrickson (SEH and/or Consultant) will coordinate with the Duluth Airport Authority (DAA) (sponsor) to develop the appropriate scope of work. Additional coordination will include task definition and establishment of project goals and objectives. The scope of work will be presented to FAA and MnDOT Office of Aeronautics for review and will be updated based on input received.

Task 1.2 – Project Formulation – SEH will complete cost breakdowns and eligibility determinations for the approved scope of work. Specifically, SEH will break the project into FAA eligible and ineligible scopes of work to enable accurate data for the FAA grant application.

Work Element 2: Engineer's Design Report

Task 2.1 – General Scope of Work – SEH will develop a brief narrative of the work scope, delineation of eligible/ineligible work items, any unique or unusual situations, and historical background on the proposed project.

Task 2.2 – Photographs – SEH will coordinate with DAA staff to capture photographs of representative areas of existing site conditions of the pavement. The photographs will be included within the report.

Task 2.3 – Applicable AIP Standards – All applicable AIP standards will be referenced in the report by FAA Advisory Circulars. Specific values for design standards as required for Taxiway A will be displayed in table format for airplane design group, approach category, runway safety area and object free area dimensions, geometric values and surface gradients.

Task 2.4 – Airport Operational Safety Considerations – SEH will develop a Construction Safety and Phasing Plan (CSPP) to evaluate proposed phasing and sequencing, construction limits, haul routes, contractor staging areas, and anticipated impacts to airport users. All airport facilities, including

approach procedures and navigational aids, will be evaluated for potential impacts due to construction.

This project will require complex phasing alternatives to maintain a full length parallel taxiway. Three Phasing alternatives will be developed and presented to DAA and stakeholder groups for consideration. Ultimately, the selected option will be included in the project plans.

Task 2.5 Pavement Design – SEH will utilize pavement cores, soil borings and the geotechnical evaluation and report to evaluate the current pavement condition and underlying soils. The resulting pavement evaluation and identification of soil characteristics will be used with the fleet mix to develop a proposed pavement design and alternatives. (FAARFIELD program results and FAA Form 5100-1 will be included as part of the report.) Existing pavement removal/reuse options will be explored, as well as base and subgrade conditions and proposed modifications.

In addition, the document will use the critical design aircraft determined in previous phases for pavement design but verified for the varied geotechnical conditions.

Task 2.6 – Drainage Design – SEH will conduct a site visit, inspection and evaluation of the existing drainage and subsurface drainage systems. Delineation of the drainage area and stormwater runoff calculations will be determined to confirm current drainage and stormwater treatment features.

Task 2.7 – Airfield Lighting and Signage – SEH design team will evaluate the existing airfield and electrical system. Requirements for installation of a new taxiway lighting system will be confirmed. SEH will develop a preliminary taxiway lighting layout and determine regulator requirements. SEH will explore future needs for the Taxiway edge lighting through the Tower Apron area. SEH will explore opportunities for electrical conduit drainage to protect the lighting systems from subsurface water.

Task 2.8 – Navigational Aids – SEH design team will confirm information obtained during previous studies concerning the navigational aids associated with Runway 9/27 and Taxiway A. All affected navigational aids and ownership will be included in the report in table format. It is anticipated that reimbursable agreements will not be necessary for this project and this will be explored and confirmed as part of the design report.

Task 2.9 – Pavement Marking – SEH will develop a preliminary pavement marking plan and details to be included as part of the report. Coordination with FAA Part 139 inspector for the marking plan is included as part of this task.

Task 2.10 – Environmental Considerations – SEH will document previously completed Categorical Exclusion (CATEX) for the Taxiway A project. SEH will also identify necessary permits, including but not limited to NPDES and developing a Stormwater Pollution Prevention Plan (SWPPP) in concert with preliminary erosion control plans. SEH will develop City of Duluth stormwater permitting requirements.

Task 2.11 – Existing Utilities – SEH will develop a drawing that identifies and delineates existing underground utilities in and adjacent to the area of the Taxiway A Reconstruction, Phase 2.

Task 2.12 – Miscellaneous Work Items – SEH will provide a narrative to address other work components of the project, such as turf establishment, erosion control, site access, and other related work items.

Task 2.13 – Life Cycle Cost Analysis – SEH will include a discussion on Life Cycle Cost Analysis and confirm that the Life Cycle Cost Analysis for Taxiway A Reconstruction, Phase 1 is still desired to be used. The Life Cycle Cost Analysis process and results from Taxiway A Reconstruction, Phase 1 will be included in the report, and updated with current economic data and Phase 2 cost estimates.

Task 2.14 – Modification to AIP Design Standards – No modifications to design standards are anticipated, but this task will explore all preliminary design to confirm that no modifications to design standards will be requested.

Task 2.15 – AIP Non-eligible Work Items – Any potential non-eligible work items will be identified. If non-eligible work items are identified, the process for separating these work components from eligible components will be addressed.

Task 2.16 – Disadvantaged Business Enterprise (DBE) – The current status of the Sponsor's DBE program will be established, together with project goals for the Taxiway A Reconstruction, Phase 2 project. It is anticipated that the goal from 2020, 2021, and 2022 will be reviewed.

Task 2.17 – Project Schedule – SEH will develop a schedule and associated chart to identify the project schedule specific to Phase 2 of the Taxiway A Reconstruction, and milestones during the design and bidding process.

Task 2.18 – Engineer's Estimate of Probable Cost – SEH will provide an itemized summary of the engineer's estimate of probable construction costs. Any ineligible work components will be called out separately.

Task 2.19 – Preliminary Project Budget – SEH will develop a preliminary project budget that will include anticipated engineering costs, construction costs, and administrative costs. Potential funding sources and prorations will also be included.

Work Element 3: Plan Drawings for Taxiway A Reconstruction, Phase 2

Final design and plan drawings for Taxiway A Reconstruction, Phase 2, will be prepared in accordance with federal and state guidelines. FAA Advisory Circular (AC) 150/5300-13A, *Airport Design*, will be utilized in the development of the plan set. Other applicable ACs, FAA Orders, Regulations and Policy Memorandums will be used as needed. Specific tasks included with this work element include:

Task 3.1 – Environmental Coordination and Permits – SEH will refine the draft Stormwater Pollution Prevention Plan (SWPPP) and erosion control plans completed as part of the Engineer's Design Report. Additionally, the scope of work includes completion and/or coordination of the following permits:

- MPCA NPDES permit application
- City of Duluth Haul Route Application
- City of Duluth Stormwater permit
- Stormwater Pollution Prevention Plan (SWPPP)
- MPCA Concrete Batch Plant Permit

Task 3.2 – Construction Safety and Phasing Plan Development – SEH will refine and update the preliminary Construction Safety and Phasing Plan (CSPP) that was developed as part of the Engineer's Design Report. SEH will meet with DAA staff, airfield tenants and users to evaluate potential risks and determine appropriate mitigation tactics. The preliminary CSPP will be enhanced to determine final phasing and sequencing, construction limits, haul routes, contractor staging areas, and anticipated impacts to airport users and airfield facilities. A final CSPP will be uploaded for FAA airspace review.

Task 3.3 – 7460 Airspace Determination Review – SEH will submit the required airspace data on the FAA's OE/AAA website for an airspace determination. Submitted data will include a 7460 drawing with points of interest, the CSPP developed as part of Task 3.2, the safety plan narrative document, and other requested information by FAA. This task also includes effort to adjust submitted data requested by FAA.

Task 3.4 – Detailed Final Design – Detailed final design to include establishment of final plan/profile, shoulder impacts from taxiway widening and construction, grading and topographic survey analysis, surface and subsurface drainage design and other related project elements. Electrical final design will be related to edge lighting, taxiway lighting, and associated components. (See attached work scope from electrical subconsultant).

Task 3.5 – Construction Plan Sheets – Specific plan sheets to be developed and included in the plan set are as follows:

- Title Sheet
- Construction Safety Plan
- Construction Phasing Plan. This work will include a bypass taxiway network through the Tower Apron. The phasing plans will include temporary taxiway marking, temporary electrical design, and airfield guidance sign adjustments for temporary taxiways.
- Construction Signage Plan
- Statement of Estimated Quantities
- Details and Construction Notes
- Utility Locations Plan
- Typical Section(s)
- Removal Plan
- Erosion Control Plan and Details
- Topography and Plan/Profile drawings for new pavement
- Alignment Plan
- Bituminous Pavement Jointing Plan and Details
- Concrete Pavement Joint Plan and Details
- Pavement Marking Plan and Details
- Standard Plates
- Cross Sections
- Electrical Layout and Details

Task 3.6 – Quality Control Site Visit – SEH will conduct two quality control site visits during final design to verify base maps, utility locations, light locations, grades, and other relevant site features to ensure conformance to bidding documents.

Work Element 4: Construction Bidding Documents for Taxiway A Reconstruction, Phase 2

Elements of the Construction Bidding Documents will be prepared in accordance with FAA Advisory Circulars (AC) 150/5300-13A, *Airport Design* and other applicable AC's, Orders, Regulations and Policy Memorandums. Specific tasks included with this work element include:

Task 4.1 – Construction Bidding Documents – A bid proposal project manual will be prepared that will consist of a table of contents, advertisement for bids, proposal documents, schedule of prices, State and Federal requirements, wage rates, technical specifications and special provisions.

Task 4.2 – Construction Management Plan – A Construction Management Plan (CMP) and reporting program will be prepared per FAA guidelines.

Work Element 5: FAA Construction Plans and Specifications Full Review

Task 5.1 – FAA Coordination – SEH will coordinate with the FAA on submitting a 90% complete set of construction plans and specifications for FAA review.

Task 5.2 – Completion of Appendix 3, "Full Review Guide" – SEH will complete Appendix 3 "Construction Plans and Specifications "Full Review Guide" and submit the document with the 90% plans and specifications

Task 5.3 – Review and Address FAA Comments – SEH will review and address all FAA comments on the plans and specifications and develop documentation to track any comments received and how those comments were addressed.

Work Element 6: Quality Control Reviews

Quality Control includes the following tasks:

Task 6.1 – Quantity Calculations and Final Engineer's Estimate –This task includes finalization of quantities associated with the project for use in the bid package. A final engineer's estimate using these quantities is also included.

Task 6.2 – Quality Control Reviews –This task includes quality control reviews of the project plans and specifications, quantity determinations and construction cost estimates. An on-site plan review with DAA staff is included.

Work Element 7: Project Management – This task includes the overall project management of Work Elements 1 through 6 noted above. Project Management includes administration of the project, design team meetings, agency and Sponsor meetings, airfield user and tenant outreach meetings, and related project administration tasks.

Task 7.1 – Design Team Meetings –This task includes weekly meetings by the design team to discuss project elements, schedule, issues, and provide coordination between team members. It is anticipated that there will be 12 design meetings.

Task 7.2 – Agency Meetings –This task includes monthly meetings by the design team, MnDOT Office of Aeronautics, FAA ADO, DAA staff, and other individuals and agencies as needed, to discuss the project design development, schedule, and any other related items. It is anticipated that

there will be four, two-hour agency virtual meetings, attended by PM, PE, and Planner.

Task 7.3 – Reimbursable Agreement Coordination – This task includes coordination by the project team with the DAA, multiple FAA lines of business including Tech Ops, Engineering Services, Air Traffic, and the ADO to coordinate and verify impacts to FAA equipment and cables. This task does not include design or relocation of any FAA equipment, this would be included as an additional task should it be required by the FAA. It is anticipated that there will be six, 1-hour agency virtual meetings, attended by PM, PE, and Planner. The meetings would require 1 hour of preparation time and 1 hour of after meeting coordination and project follow up action for each staff member.

Task 7.4 – Airport Authority Meetings – This task includes attendance at monthly DAA Authority meetings to provide project updates to the DAA Board members. Four, two-hour meetings are included requiring Principal, PM, and Planner attendance.

Task 7.5 – Public Involvement Meetings and Notifications – This task includes specific meetings with airlines, airfield businesses, airfield tenants, terminal tenants, St. Louis County, and other critical stakeholders to provide updates on the status of the project and address any issues or concerns. This task also includes coordination with local FAA tech ops regarding the project schedule, any impacts to FAA equipment, and other coordination items. Project mailing and notifications will be sent out to the stakeholders. SEH will also host a public open house and two dedicated tenant meetings discussing the proposed improvements.

Task 7.6 – Sub consultant Coordination – This task includes subcontractor coordination and administration, including contract and fee development, escorting of field work, deliverable review, and final payment and closeout.

Task 7.7 – Overall Project Management – This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, progress reports, budget updates and monthly invoices and contract negotiation.

ATTACHMENT A-2
Duluth International Airport (DLH)
Taxiway A Reconstruction, Phase 2
Scope of Work
Schedule B (FAA Ineligible Tasks)
Engineer's Design Report, Final Design, Plans and Specifications,
Bidding Documents

General – Schedule B reflects the same overall project description as Schedule A, but specifically focuses on the portion of the tasks that are not federally eligible, and required to complete the federally ineligible portions of work. These tasks include the design effort required to construct a ADG V/TDG-5 taxiway beyond the FAA eligible ADG 3/TDG III taxiway dimensions.

(The Construction Administration scope items will be included in a subsequent work order.)

This work scope includes:

Work Element 1: Project Formulation

Task 1.1 – Scoping, Review, and Coordination – Short Elliott Hendrickson (SEH and/or Consultant) will coordinate with the Duluth Airport Authority (DAA) (sponsor) to develop the appropriate scope of work. Additional coordination will include task definition and establishment of project goals and objectives. The scope of work will be presented to FAA and MnDOT Office of Aeronautics for review and will be updated based on input received. This work is specific to the additional effort required to design and fund the increase in taxiway width for Taxiway A, and coordination with the Air National Guard specific to additional funding. Taxiway A4 is being designed to FAA standards, and is considered eligible.

Task 1.2 – Project Formulation – SEH will complete the project and grant pre-application documentation, cost breakdowns and eligibility determinations for the approved scope of work. This work is specific to the additional effort required to design and fund the increase in taxiway width, and coordination with the Air National Guard specific to additional funding. This task includes the development and coordination of the Military Construction Cooperative agreement, and subsequent approval.

Work Element 2: Engineer's Design Report

Task 2.1 – General Scope of Work – SEH will develop a brief narrative of the work scope, delineation of eligible/ineligible work items, any unique or unusual situations, and historical background on the proposed project. This work is specific to the additional effort required to design and fund the increase in taxiway width, and coordination with the Air National Guard specific to additional funding.

Task 2.2 – Engineer's Estimate of Probable Cost – SEH will provide an itemized summary of the engineer's estimate of probable construction costs. Any ineligible work components will be called out separately. This work is specific to the additional effort required to design and fund the increase in taxiway width, and coordination with the Air National Guard.

Task 2.3 – Preliminary Project Budget – SEH will develop a preliminary project budget that will include anticipated engineering costs, construction costs, and

administrative costs. Potential funding sources and prorations will also be included. This work is specific to the additional effort required to design and fund the increase in taxiway width, and coordination with the Air National Guard.

Work Element 3: Plan Drawings for Taxiway A Reconstruction, Phase 2

Final design and plan drawings for Taxiway A Reconstruction, Phase 2, will be prepared in accordance with federal and state guidelines. FAA Advisory Circular (AC) 150/5300-13A, *Airport Design*, will be utilized in the development of the plan set. Other applicable ACs, FAA Orders, Regulations and Policy Memorandums will be used as needed. Specific tasks included with this work element include:

Task 3.1 – Detailed Final Design – The final design will include the design of the additional 25 feet of taxiway width and the additional 5 feet of taxiway shoulder width.

Task 3.2 – Plan Production – A few plan sheets will require additional effort to create due to the increased width of Taxiway A and the shoulders. It is anticipated that Construction Safety and Phasing, Utility Locations, Typical Sections, Plan and Profile, Jointing, and Pavement Marking drawings will require some level of additional effort.

Work Element 4: Quality Control Reviews

Task 4.1 – Quantity Calculations and Final Engineer's Estimate –This task includes finalization of quantities associated with the project for use in the bid package. A final engineer's estimate using these quantities is also included. This work is specific to the additional effort required to design and fund the increase in taxiway width, and coordination with the Air National Guard.

Work Element 5: Project Management – This task includes the overall project management of Work Elements 1 through 6 noted above. Project Management includes administration of the project, design team meetings, agency and Sponsor meetings, airfield user and tenant outreach meetings, and related project administration tasks.

Task 5.1 – Design Team Meetings –This task includes weekly meetings by the design team to discuss project elements, schedule, issues, and provide coordination between team members. It is anticipated that there will be 12 design meetings, of which, a portion of them will be discussing ineligible areas.

Task 5.2 – Agency Meetings –This task includes two meetings by the design team with the 148th Fighter Wing to discuss the project design development, schedule, and any other related items.

Task 5.3 – Overall Project Management –This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, progress reports, budget updates and monthly invoices and contract negotiation. This work is specific to the additional effort required to design and fund the increase in taxiway width, and coordination with the Air National Guard.

Duluth International Airport

Taxiway A Reconstruction Phase 2 - Electrical Design Services

Scope of Work

Overall Project Scope. The ultimate project scope of work will involve the production of the Engineers Design Report and the final design for reconstruction of the Phase Two portion of existing parallel Taxiway Alpha at the Duluth International Airport.

Electrical Design Scope, Taxiway Alpha Phase 2

Final design for the L-861T(L) elevated taxiway edge Light Emitting Diode (LED) type lighting fixtures and corresponding infrastructure (i.e. lighting can, drainage, conduit, wire, etc.) will be provided. See the attached graphic for the work along Taxiway Alpha and connector Taxiway Alpha 4.

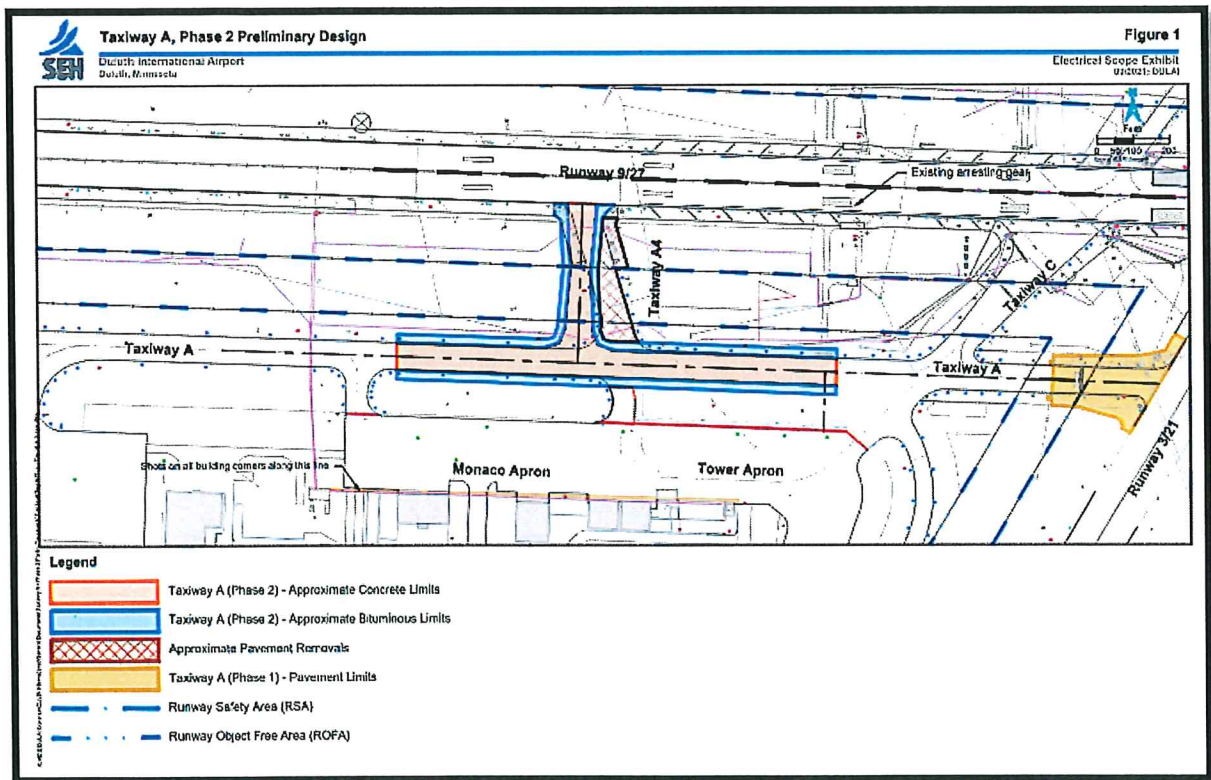


EXHIBIT 1: PROJECT SCOPE OF WORK

Elements of Work for the Final Electrical Design Scope.

1. PROJECT MEETINGS:

- The Consultant will attend 2 (1 hour) virtual project review meetings with the DAA.

- b. The Consultant will attend 8 (30-minute) virtual project meetings to discuss design coordination and deliverables.
- c. An in-person site visit will be conducted under another project and is not included in this scope of work.

2. FINAL DESIGN PRODUCTION:

- a. The Consultant will produce the electrical components for the 60%, and 90% Engineer's Design Report (EDR).
- b. The Consultant will produce 60%, 90%, and IFB Plan Drawings (IFB). The drawings include but are not limited to the following:
 - Electrical Legend, Notes, Light Fixture Schedule, and Abbreviations.
 - Summary of Quantities
 - Electrical Demolition Plan
 - Electrical Overall Plan
 - Electrical Site Plan 1 of 2
 - Electrical Site Plan 2 of 2
 - Electrical Fixture Locations
 - CCR and Vault Plan 1 of 1
 - Electrical Details 1 of 3
 - Electrical Details 2 of 3
 - Electrical Details 3 of 3
- c. The Consultant will produce 60%, 90%, and Issued for Bid Specifications. The specifications include but are not limited to the following:
 - L-108 Underground Power Cable for Airports
 - L-109 Airport Transformer Vault and Vault Equipment
 - L-110 Airport Underground Electrical Duct Banks and Conduits
 - L-115 Electrical Manholes and Junction Structures
 - L-125 Installation of Airport Lighting Systems
- d. The Consultant will produce 60%, 90%, and Issued for Bid Cost estimates.
- e. The Consultant will respond to SEH, FAA, and DAA comments from the 60%, and 90% submittal reviews.

3. BIDDING:

- a. The Consultant will attend a pre-bid meeting (1-hour) and will respond to bidding questions.

4. SCHEDULE

- a. The timing of these services will be coordinated with SEH with an anticipated bidding date in May 2022.

5. COST OF SERVICES:

- a. The attached fee estimate details the hours and fee proposal for the various elements of work to be undertaken as part of the project. Burns & McDonnell will bill SEH monthly for services provided.
- b. Project Management and Administration services are provided in this proposal.
- c. No construction Administration services are included in this proposal.

ATTACHMENT B-1
ESTIMATED FEES AND EXPENSES
TAXIWAY A RECONSTRUCTION (PHASE 2)
ENGINEER'S DESIGN REPORT, FINAL DESIGN, AND PLANS AND SPECIFICATIONS
SCHEDULE A - FAA ELIGIBLE
DULUTH INTERNATIONAL AIRPORT (DLH)
Duluth, Minnesota

Task No.	Task Description	Principal	Project Manager	Professional Engineer	Project Engineer	Aviation Planner	Senior Technician	Water Resources Engineer	Admin Technician
Project Formulation									
1.1	Scoping, Review, and Coordination	8	20	20		20			
1.2	Project Formulation	8	20	20		20			
Engineer's Design Report									
2.1	General Scope of Work	2	8	4					14
2.2	Photographs			4					
2.3	Applicable AIP Standards		2	4		4			
2.4	Airport Operational Safety Considerations		8	20	20	8	16		
2.5	Pavement Design		8	24	40				
2.6	Drainage Design		4	16	20		40		
2.7	Airfield Lighting and Signage		2	8					
2.8	Navigational Aids		2	4					
2.9	Pavement Marking		4	10	16				
2.10	Environmental Considerations		4	4			8	16	
2.11	Existing Utilities		2	8			8		
2.12	Miscellaneous Work Items		4	4					
2.13	Life Cycle Cost Analysis		4	8					
2.14	Modification to AIP Design Standards		4	8		4			
2.15	AIP Non-eligible Work (Items)		4	4					
2.16	Disadvantaged Business Enterprise (DBE)		4	4					16
2.17	Project Schedule	2	4	8	8	4			
2.18	Engineer's Estimate of Probable Cost		4	8	14		6		
2.19	Preliminary Project Budget	2	6	12	6				
Plan Drawings for Taxiway A Reconstruction, Phase 2									
3.1	Environmental Coordination and Permits		8	8	8	16	16		8
	MPCA NPDES Permit			2			4	8	
	Haul Route Permit			4			4		
	City of Duluth Stormwater Permit		2		4			20	
	SWPPP		8	8	8		20	20	
	MPCA Concrete Batch Plant Permit			4	4				
3.2	Construction Safety and Phasing Plan Development		8	16	20		20		
3.3	7460 Airspace Determination Submittal				8				
3.4	Detailed Final Design								
	Taxiway A & Taxiway A4		24	80	120	4	70		
3.5	Construction Plan Sheets								
	Title Sheet						8		
	Construction Safety Plan		2	4	8		20		
	Construction Phasing Plans		2	8	16	16			
	Construction Signage Plan		2		4		16		
	Statement of Estimated Quantities		4	4	4		16		
	Details and Construction Notes		4	4			16		
	Utility Locations Plan			4	4		20		
	Typical Section(s)		4	8	12		20		
	Removal Plan		4	8	8		20		
	Erosion Control Plan and Details		2	8	8		8	24	
	Topography and Plan/Profile Drawings		4	16	40		40		
	Alignment Plan			8	8		20		
	Bituminous Jointing Plan and Details		2	4	4		8		
	Concrete Jointing Plan and Details		4	8	16		20		
	Pavement Marking Plan and Details		4	8	12		20		
	Standard Plates			4			8		
	Cross Sections			4	4		20		
	Electrical Layout and Details		4	4	4		8		
3.6	Quality Control Site Visit		12	12	12				
Construction Bidding Documents for Taxiway A Reconstruction, Phase 2									
4.1	Construction Bidding Documents		16	24	40			4	20
4.2	Construction Management Plan (CMP)		4	8	16				
FAA Construction Plans and Specifications Full Review									
5.1	FAA Coordination		8	16	20	4			
5.2	Completion of Appendix 3			16					
5.3	Review and Address FAA Comments		8	8	8		8		
Quality Control									
6.1	Quantity Calculations and Final Engineer's Estimate		7	7	9		7		
6.2	Quality Control Reviews	4	20	20					
Project Management and Meetings									
7.1	Design Team Meetings		10	14	16	3	12		4
7.2	Agency Meetings		8	8		8			
7.3	Reimbursable Agreement Coordination		18	18		18			
7.4	Airport Authority Meetings	8	8			8			
7.5	Public Involvement Meetings and Notifications		20	20	16	8			4
7.6	Subconsultant Coordination		20	8					
7.7	Overall Project Management	4	40	4					
	Total hours per labor category	38	413	611	585	145	527	92	66

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Principal	38	\$81.08	\$3,081.04
Project Manager	413	\$76.60	\$31,635.80
Professional Engineer	611	\$49.29	\$30,116.19
Project Engineer	585	\$40.26	\$23,552.10
Aviation Planner	145	\$76.52	\$11,095.40
Senior Technician	527	\$42.39	\$22,339.53
Water Resources Engineer	92	\$45.40	\$4,176.60
Admin Technician	66	\$31.06	\$2,049.96
Total Direct Labor Costs:	2,477		\$128,046.62
Direct Salary Costs plus Overhead (66.03%)			\$212,596.14
Total Labor Costs			\$340,642.96
Fixed Fee on Labor Costs (15%)			\$51,096.44

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Airfield Lighting (Burns and McDonnell)	1	\$32,522.51	\$32,522.51
Computer Charge	2,477	\$5.81	\$14,391.37
Employee Mileage	1600	\$0.56	\$896.00
Reproductions / Miscellaneous	1	\$5,000.00	\$5,000.00
Total Expenses			\$52,809.88

SUMMARY:

Total Labor Costs + Expenses + Fixed Fee	\$444,549.28
Estimated Total	\$444,500.00

ATTACHMENT B-2
ESTIMATED FEES AND EXPENSES
TAXIWAY A RECONSTRUCTION (PHASE 2)
ENGINEER'S DESIGN REPORT, FINAL DESIGN, AND PLANS AND SPECIFICATIONS
SCHEDULE B - FAA INELIGIBLE
DULUTH INTERNATIONAL AIRPORT DLH)
Duluth, Minnesota

Task No.	Task Description	Principal	Project Manager	Professional Engineer	Project Engineer	Aviation Planner	Senior Technician	Water Resources Engineer	Admin Technician
Project Formulation									
1.1	Scoping, Review, and Coordination	2	8	4		8			
1.2	Project Formulation	2	4	4		4			
Engineer's Design Report									
2.1	General Scope of Work	4	4	8					2
2.2	Engineer's Estimate of Probable Cost		4	8	8		2		
2.3	Preliminary Project Budget		1	2	2				
Plan Drawings for Taxiway A Reconstruction, Phase 1									
3.1	Detailed Final Design								
	Taxiway A		8	16	20		20		
3.2	Plan Production		8	16	20		20		
Quality Control									
4.1	Quantity Calculations and Final Engineer's		4	8	8		4		
Project Management and Meetings									
5.1	Design Team Meetings		2	2		1			1
5.2	Agency Meetings		1	1		1			
5.3	Overall Project Management	2	4						
	Total hours per labor category	10	40	53	38	14	26	0	3

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Principal	10	\$81.08	\$810.80
Project Manager	40	\$76.60	\$3,064.00
Professional Engineer	53	\$49.29	\$2,612.37
Project Engineer	38	\$40.26	\$1,529.88
Aviation Planner	14	\$76.52	\$1,071.28
Senior Technician	26	\$42.39	\$1,102.14
Water Resources Engineer	0	\$45.40	\$0.00
Admin Technician	3	\$31.06	\$93.18
Total Direct Labor Costs:	184		\$10,283.65
Direct Salary Costs plus Overhead (66.03%)			\$17,073.94
Total Labor Costs			\$27,357.59
Fixed Fee on Labor Costs (15%)			\$4,103.64

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Computer Charge	184	\$5.81	\$1,069.04
Total Expenses			\$1,069.04

SUMMARY:

Total Labor Costs + Expenses + Fixed Fee	\$32,530.27
Estimated Total	\$32,500.00

SEH
2021 Taxiway Alpha PH2

BURNS & MCDONELL ENGINEERING FEE PROPOSAL
NOVEMBER 2021

		Project Manager	Civil Engineer	Electrical Engineer	CADD Staff	Admin	Task Hours	Task Cost
Task No.	Task Description							
I	Design Tasks							
1	Project Meetings	1	4	4			9	\$ 1,394.91
2	Attend Design Review Meetings	1	1	4			6	\$ 920.61
3	Produce Final Engineers Design Report	1	1	24	4	2	32	\$ 4,332.66
4	Produce Final Drawings	1	12	40	50	2	105	\$ 12,631.48
5	Produce Final Specifications	1	2	16		2	21	\$ 2,979.80
6	Produce Cost Estimates	1	4	24		2	31	\$ 4,434.56
7	Project Management	16				8	24	\$ 3,864.64
II	Bidding Tasks							
1	Pre-Bid Meeting and Bid Inquiry Responses	1	1	6	6		14	\$ 1,763.85
III	Other Direct Costs							
1	Reproduction Costs							\$ 200.00
2	Travel							
	Grand Total							\$ 32,522.51

VII F

Duluth Airport Authority Short Elliott Hendrickson Inc. (SEH) Work Order 2021-10 for Final Design for the Apron Rehabilitation Project at the Sky Harbor Airport

Terms:

- Estimated start date of December 22, 2021
- Estimated end date of June 1, 2022

Agreement Overview:

This work order includes final design for the Apron Rehabilitation project at Sky Harbor Airport (DYT). The contract provisions included in the Master Agreement (dated 1-21-2020) between the DAA and SEH remain in effect for this work order.

Background:

The southern portion of the general aviation apron at the Sky Harbor Airport (KDYT) needs pavement rehabilitation. The pavement was last reconstructed in 2004 and is exhibiting various pavement distresses including weathering and longitudinal/transverse cracking. A timely rehabilitation project will economically increase the useful life of the pavement and avoid a near-term need for a major reconstruction effort.

The project will include rehabilitation on approximately 7,750 SY of apron pavement. Rehabilitation will likely include removing the existing bituminous pavement, recompact the existing aggregate base, and paving a fresh surface course. The project will also provide a correction to any soft spots in the existing aggregate base. Additionally, the existing tiedowns will be replaced (as needed) and the pavement markings will be restored.

The eligible portions of the final design (Scope A-1) are anticipated to be funded at 90 percent by the Federal Aviation Administration (FAA) and 5 percent funded by the Minnesota Department of Transportation (MnDOT). The ineligible portions (Scope A-2) are anticipated to be funded at 70 percent by MnDOT Aeronautics.

**WORK ORDER
No. 2021-10
Between**

The Duluth Airport Authority (DAA) (Owner) and
Short Elliott Hendrickson Inc. (SEH) (Consultant)

Dated: December 21, 2021

**APRON REHABILITATION
SKY HARBOR AIRPORT (DYT)**

This work order includes engineer's design report, environmental review, final design, and bidding documents for the rehabilitation of the general aviation apron at the Sky Harbor Airport (DYT). The contract provisions included in the Master Agreement (dated 1-21-2020) between the DAA and SEH remain in effect for this work order.

Estimated start date is December 22, 2021; estimated end date is June 30, 2022.

Compensation by the Owner to the Consultant shall be a lump sum amount of \$48,000.00. \$41,900 is considered eligible for FAA funding (Scope A-1) and \$6,100 is considered eligible for MnDOT funding (Scope A-2).

A description of the services to be provided is included in Attachments A-1 and A-2. A detailed estimate of labor cost and expenses is included in Attachments B-1 and B-2.

Point of Contact: Kaci Nowicki

APPROVED:

Duluth Airport Authority (DAA)

Short Elliott Hendrickson Inc.

Title: _____

Title: Principal

Date: _____

Date: December 21, 2021

Title: _____

Date: _____

ATTACHMENT A-1

Sky Harbor Airport (DYT)

Apron Pavement Rehabilitation

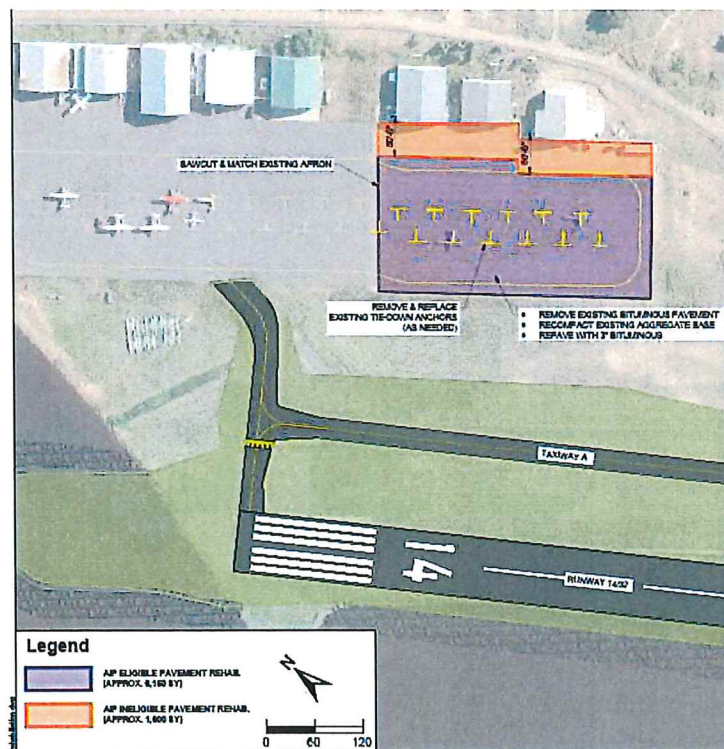
Scope of Work

Schedule A (FAA Eligible)

(Final Design, Plans and Specifications, and Bidding Documents)

General – The southern portion of the general aviation apron at the Sky Harbor Airport (KDYT) needs pavement rehabilitation. The pavement was last reconstructed in 2004 and is exhibiting various pavement distresses including weathering and longitudinal/transverse cracking. A timely rehabilitation project will economically increase the useful life of the pavement and avoid a near-term need for a major reconstruction effort.

The project will include rehabilitation on approximately 7,750 SY of apron pavement, as shown in the figure below. Rehabilitation will likely include removing the existing bituminous pavement, recompact the existing aggregate base, and paving a fresh surface course. The project will also provide a correction to any soft spots in the existing aggregate base. Additionally, the existing tiedowns will be replaced (as needed) and the pavement markings will be restored.



The majority of the apron is concerned FAA eligible, with the exception of the 50 feet adjacent to the private buildings. The pavement within 50 feet of the hangar buildings is considered ineligible for FAA funding, but eligible for MnDOT funding. The eligible scope of work is included in attachment A-1, and the ineligible scope of work is included in attachment A-2.

This work scope includes the geotechnical analysis, final design, plans and specifications development, and bidding documents. (construction observation, administration, and closeout are excluded.)

The proposed project schedule includes design and construction in 2022.

Project Deliverables – The project deliverables of this scope include the following:

1. Project formulation
2. Final engineering
3. Plan drawings and specifications
4. Construction bidding documents
5. Project management

This work scope includes:

Work Element 1: Project Formulation

Task 1.1 – Scoping, Review, and Coordination – Short Elliott Hendrickson (SEH and/or Consultant) will coordinate with the Duluth Airport Authority (DAA) (sponsor) to develop the appropriate scope of work. Additional coordination will include task definition and establishment of project goals and objectives. The scope of work will be presented to FAA and MnDOT Office of Aeronautics for review and will be updated based on input received.

Task 1.2 – Project Formulation – SEH will complete the project and grant pre-application documentation, environmental review submittals, cost breakdowns and eligibility determinations for the approved scope of work. Specifically, SEH will break the project into FAA eligible and ineligible scopes of work to enable accurate data for the FAA grant application.

Work Element 2: Engineer's Design Report

Task 2.1 – General Scope of Work – SEH will develop a brief narrative of the work scope, delineation of eligible/ineligible work items, unique or unusual situations, and historical background on the proposed project.

Task 2.2 – Photographs – SEH will coordinate with airport staff to capture photographs of representative areas of existing site conditions of the pavement. The photographs will be included within the report.

Task 2.3 – Applicable AIP Standards – Applicable AIP standards will be referenced in the report by FAA Advisory Circulars.

Task 2.4 – Airport Operational Safety Considerations – SEH will develop a preliminary Construction Safety and Phasing Plan (CSPP) to evaluate proposed phasing and sequencing, construction limits, haul routes, contractor staging areas, and anticipated impacts to airport users. Airport facilities will be evaluated for potential impacts due to construction.

Task 2.5 Pavement Design – SEH will utilize the geotechnical information obtained during preliminary efforts and project as-built information to evaluate the current pavement condition and proposed design criteria. FAARfield analysis will be completed to validate the pavement design.

Task 2.6 – Drainage Design – SEH will conduct a site visit, inspection and evaluation of the existing drainage. Drainage design will be incorporated into the project in maintain and improve drainage and storm water run-off as necessary.

Task 2.7 – Airfield Lighting and Signage – Airfield lighting and signage will not be impacted by the project.

Task 2.8 – Navigational Aids – NAVAIDs will not be impacted by the project.

Task 2.9 – Pavement Marking – SEH will develop a preliminary pavement marking plan and details to be included as part of the report. Pavement markings for both tie down locations and apron centerline will be considered as part of the project.

Task 2.10 – Environmental Considerations – SEH will complete a request for environmental Categorical Exclusion (CATEX) for the project. SEH will also identify necessary permits, including but not limited to NPDES and developing a Stormwater Pollution Prevention Plan (SWPPP) in concert with preliminary erosion control plans.

Task 2.11 – Existing Utilities – SEH will develop a drawing that identifies and delineates existing underground utilities in and adjacent to the project area.

Task 2.12 – Miscellaneous Work Items – SEH will provide a narrative to address other work components of the project, such as turf establishment, erosion control, site access, and other related work items.

Task 2.13 – Modification to AIP Design Standards – No modifications to design standards are anticipated, but this task will evaluate the preliminary design to confirm that no modifications to design standards will be requested.

Task 2.14 – AIP Non-eligible Work Items – Potential non-eligible work items will be identified. If non-eligible work items are identified, the process for separating these work components from eligible components will be addressed.

Task 2.15 – Disadvantaged Business Enterprise (DBE) – The current status of the Sponsor's DBE program will be established, together with project goals for the project.

Task 2.16 – Project Schedule – SEH will develop a schedule and associated chart to identify the project schedule specific to the project, and milestones during the design and bidding process.

Task 2.17 – Engineer's Estimate of Probable Cost – SEH will provide an itemized summary of the engineer's estimate of probable construction costs. Ineligible work components will be called out separately.

Task 2.18 – Preliminary Project Budget – SEH will develop a preliminary project budget that will include anticipated engineering costs, construction costs, and administrative costs. Potential funding sources and proration will also be included.

Work Element 3: Plan Drawings for the Apron Rehabilitation project

Final design and plan drawings for the Apron Rehabilitation project will be prepared in accordance with federal and state guidelines. FAA Advisory Circular (AC) 150/5300-13A, *Airport Design*, will be utilized in the development of the plan set. Other applicable ACs, FAA Orders, Regulations and Policy Memorandums will be used as needed. Specific tasks included with this work element include:

Task 3.1 – Topographical Survey – A comprehensive field survey will be completed to obtain topographical information including building corners, storm sewer inlets, existing pavement, and relevant ground elevations.

Task 3.2 – Environmental Coordination and Permits – SEH will refine the draft Stormwater Pollution Prevention Plan (SWPPP) and erosion control plans completed as part of the Engineer's Design Report. Additionally, the scope of work includes completion and/or coordination of the following permits:

- MPCA NPDES permit application
- Stormwater Pollution Prevention Plan (SWPPP)

Task 3.3 – Construction Safety and Phasing Plan Development – SEH will refine and update the preliminary Construction Safety and Phasing Plan (CSPP) that was developed as part of the Engineer's Design Report. SEH will coordinate with airport staff, airfield tenants and users to evaluate potential risks and determine appropriate mitigation tactics. The preliminary CSPP will be enhanced to determine final phasing and sequencing, construction limits, haul routes, contractor staging areas, and anticipated impacts to airport users and airfield facilities. A final CSPP will be uploaded for FAA airspace review.

Task 3.4 – Detailed Final Design – The final design will comprise of apron rehabilitation design. Detailed final design will include establishment of pavement design, final apron grading plan, drainage design, and other related project elements.

Task 3.5 – Construction Plan Sheets – Specific plan sheets to be developed and included in the plan set are as follows:

- Title Sheet
- Construction Safety Plan
- Construction Phasing Plan
- Statement of Estimated Quantities
- Details and Construction Notes
- Typical Section(s)
- Removal Plan
- Erosion Control Plan and Details
- Storm Water Pollution Prevention Plan (SWPPP)
- Topography and Grading drawings for Apron Rehab
- Bituminous Pavement Joint Plan and Details
- Pavement Marking Plan and Details

Task 3.6 – Quality Control Site Visit – SEH will conduct a quality control site visit during final design to verify base maps, utility locations, grades, and other relevant site features to ensure conformance to bidding documents.

Work Element 4: Construction Bidding Documents for the Apron Expansion project

Elements of the Construction Bidding Documents will be prepared in accordance with FAA Advisory Circulars (AC) 150/5300-13A, *Airport Design* and other applicable AC's, Orders, Regulations and Policy Memorandums. Specific tasks included with this work element include:

Task 4.1 – Construction Bidding Documents – A bid proposal project manual will be prepared that will consist of a table of contents, advertisement for bids, proposal documents, schedule of prices, State and Federal requirements, wage rates, technical specifications and special provisions.

Work Element 5: Quality Control Reviews

Quality Control includes the following tasks:

Task 5.1 – Quantity Calculations and Final Engineer's Estimate –This task includes finalization of quantities associated with the project for use in the bid package. A final engineer's estimate using these quantities is also included.

Task 5.2 – Quality Control Reviews –This task includes quality control reviews of the project plans and specifications, quantity determinations and construction cost estimates.

Work Element 6: Bidding Services

Task 6.1 – Pre-Bid Meeting – SEH will schedule, plan, attend, and lead a pre-bid meeting on site to allow prospective bidders the opportunity to become familiar with the project site, work scope, conditions, and schedule.

Task 6.2 – Bidding and Award – Respond to questions from prospective bidders and issue addenda as needed. Assist the sponsor with obtaining construction bids for project, including arranging for bid advertisement, attending the bid opening and tabulating bid results. Provide a recommendation of award of contractor to the Sponsor and assist with requesting an FAA and State grant for the project.

Work Element 7: Project Management – This task includes the overall project management of Work Elements 1 through 6 noted above. Project Management includes administration of the project, design team meetings, agency and Sponsor meetings, airfield user and tenant outreach meetings, and related project administration tasks.

Task 7.1 – Design Team Meetings –This task includes weekly meetings by the design team to discuss project elements, schedule, issues, and provide coordination between team members.

Task 7.2 – Agency Meetings –This task includes meetings with FAA, MnDOT and additional regulatory agencies as required for the project.

Task 7.3 – Public Involvement and Tenant Notifications – This task includes specific project mailing and notifications that will be sent out to stakeholders. Stakeholders are anticipated to include airport tenants and neighbor notifications.

Task 7.4 – Sub consultant Coordination –This task includes subcontractor coordination and administration, including escorting of field work, deliverable review, and final payment and closeout.

Task 7.5 – Overall Project Management –This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, progress reports, budget updates and monthly invoices and contract negotiation.

ATTACHMENT A-2
Sky Harbor Airport (DYT)
Apron Pavement Rehabilitation
Scope of Work
Schedule B (FAA Ineligible Tasks)
(Final Design, Plans and Specifications, and
Bidding Documents)

General – Schedule B reflects the same overall project description as Schedule A, but specifically focuses on the portion of the tasks that are not federally eligible, and required to complete the federally ineligible portions of work. These tasks include the design effort required to construct the apron within 50 feet of the hangars per Table C-2, item 36 of the AIP Handbook.

(The Construction Administration scope items will be included in a subsequent work order.)

This work scope includes:

Work Element 1: Project Formulation

Task 1.1 – Scoping, Review, and Coordination – Short Elliott Hendrickson (SEH and/or Consultant) will coordinate with the Duluth Airport Authority (DAA) (sponsor) to develop the appropriate scope of work. Additional coordination will include task definition and establishment of project goals and objectives. The scope of work will be presented to FAA and MnDOT Office of Aeronautics for review and will be updated based on input received.

Task 1.2 – Project Formulation – SEH will complete the project and grant pre-application documentation, environmental review submittals, cost breakdowns and eligibility determinations for the approved scope of work.

Work Element 2: Engineer's Design Report

Task 2.1 – General Scope of Work – SEH will develop a brief narrative of the work scope, delineation of eligible/ineligible work items, unique or unusual situations, and historical background on the proposed project.

Task 2.2 – Engineer's Estimate of Probable Cost – SEH will provide an itemized summary of the engineer's estimate of probable construction costs. Ineligible work components will be called out separately.

Task 2.3 – Preliminary Project Budget – SEH will develop a preliminary project budget that will include anticipated engineering costs, construction costs, and administrative costs. Potential funding sources and prorations will also be included.

Work Element 3: Plan Drawings for the Apron Rehabilitation project

Final design and plan drawings for the Apron Rehabilitation project will be prepared in accordance with federal and state guidelines. FAA Advisory Circular (AC) 150/5300-13A, *Airport Design*, will be utilized in the development of the plan set. Other applicable ACs, FAA Orders, Regulations and Policy Memorandums will be used as needed. Specific tasks included with this work element include:

Task 3.1 – Detailed Final Design – The final design will comprise of apron rehabilitation design. Detailed final design will include establishment of pavement design, final apron grading plan, drainage design, and other related project elements.

Task 3.2 – Construction Plan Sheets – A few plan sheets will require additional effort to create for the additional pavement width in front of the hangars.

Work Element 4: Quality Control Reviews

Quality Control includes the following tasks:

Task 4.1 – Quantity Calculations and Final Engineer's Estimate –This task includes finalization of quantities associated with the project for use in the bid package. A final engineer's estimate using these quantities is also included.

Task 4.2 – Quality Control Reviews –This task includes quality control reviews of the project plans and specifications, quantity determinations and construction cost estimates.

Work Element 5: Project Management – This task includes the overall project management of Work Elements 1 through 4 noted above. Project Management includes administration of the project, design team meetings, and related project administration tasks.

Task 5.1 – Design Team Meetings –This task includes meetings by the design team to discuss project elements, schedule, issues, and provide coordination between team members.

Task 5.2 – Overall Project Management –This task includes project coordination and administration, including Sponsor and agency communication, internal meetings, progress reports, budget updates and monthly invoices and contract negotiation.

ATTACHMENT B-1
ESTIMATED FEES AND EXPENSES - FAA ELIGIBLE
APRON PAVEMENT REHABILITATION
ENGINEER'S DESIGN REPORT, FINAL DESIGN, AND PLANS AND SPECIFICATIONS
SKY HARBOR AIRPORT (DYT)
DULUTH, MN

Task No.	Task Description	Project Manager	Project Engineer	Senior Aviation Planner	Senior Technician	Survey Crew Chief	Instrument Operator	Admin Technician
Project Formulation								
1.1	Scoping, Review, and Coordination	4	6	2				
1.2	Project Formulation	4	8	2				
Engineer's Design Report								
2.1	General Scope of Work	2	1	2				
2.2	Photographs		1					
2.3	Applicable AIP Standards		1					
2.4	Airport Operational Safety Considerations		1					
2.5	Pavement Design		1					
2.6	Drainage Design		1		2			
2.7	Airfield Lighting and Signage		1					
2.8	Navigational Aids		1					
2.9	Pavement Marking		1		1			
2.10	Environmental Considerations		1					2
2.11	Existing Utilities		1		1			
2.12	Miscellaneous Work Items		1					
2.13	Modification to AIP Design Standards		1					
2.14	AIP Non-eligible Work Items		1					
2.15	Disadvantaged Business Enterprise (DBE)		1					2
2.16	Project Schedule		1					
2.17	Engineer's Estimate of Probably Cost		1					
2.18	Preliminary Project Budget		1					
Plan Drawings								
3.1	Topographical Survey		2		4	8	8	
3.2	Environmental Coordination and Permits	1	2	2				
3.3	Construction Safety and Phasing Plan Development	2	4	2	8			
3.4	Detailed Final Design	2	10		10			
3.5	Construction Plan Sheets	1	12		24			2
	Title Sheet							
	Construction Safety Plan							
	Construction Phasing Plans							
	Statement of Estimated Quantities							
	Details and Construction Notes							
	Typical Section(s)							
	Removal Plan							
	Erosion Control Plan and Details							
	Storm Water Pollution Prevention Plan (SWPPP)							
	Topography and Grading for Apron Rehab							
	Bituminous Pavement Joint Plan and Details							
	Pavement Marking Plan and Details							
3.6	Quality Control Site Visit	2	4					
Construction Bidding Documents								
4.1	Construction Bidding Documents	2	12					2
Quality Control								
5.1	Quantity Calculations and Final Engineer's Estimate	2	4					
5.2	Quality Control Reviews	3	2					
Project Management and Meetings								
6.1	Design Team Meetings	3	3	3	3			
6.2	Agency Meetings	2		2				
6.3	Public Involvement and Tenant Notifications	2	2	2	2			
6.4	Subconsultant Coordination	2	2					
6.5	Overall Project Management	8						
	Total hours per labor category	42	91	17	55	8	8	8

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
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Project Manager	42	\$68.88	\$2,892.96
Project Engineer	91	\$40.18	\$3,656.38
Senior Aviation Planner	17	\$76.52	\$1,300.84
Senior Technician	55	\$42.39	\$2,331.45
Survey Crew Chief	8	\$34.75	\$278.00
Instrument Operator	8	\$30.00	\$240.00
Admin Technician	8	\$31.06	\$248.48

Total Direct Labor Costs:	229		\$10,948.11
Direct Salary Costs plus Overhead (72%)			\$18,830.75
Total Labor Costs			\$29,778.86

Fixed Fee on Labor Costs (15%)			\$4,466.83
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ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Subconsultant - Soil Borings (Braun Intertec)	1	\$4,700.00	\$4,700.00
Survey Equipment (Total Station and GPS)	10	\$60.00	\$600.00
Survey Van	10	\$5.00	\$50.00
Employee Mileage	500	\$0.56	\$280.00
Equipment Usage	523	\$3.00	\$1,569.00
Reproductions / Miscellaneous	1	\$500.00	\$500.00
Total Expenses			\$7,699.00

SUMMARY:

Total Labor Costs + Expenses + Fixed Fee	\$41,944.69
Estimated Total	\$41,900.00

ATTACHMENT B-2
ESTIMATED FEES AND EXPENSES - FAA INELIGIBLE
APRON PAVEMENT REHABILITATION
ENGINEER'S DESIGN REPORT, FINAL DESIGN, AND PLANS AND SPECIFICATIONS
SKY HARBOR AIRPORT (DYT)
DULUTH, MN

Task No.	Task Description	Project Manager	Project Engineer	Senior Technician	Admin Technician			
<i>Project Formulation</i>								
1.1	Scoping, Review, and Coordination	1	1					
1.2	Project Formulation	1	1					
<i>Engineer's Design Report</i>								
2.1	General Scope of Work	1	1					
2.2	Engineer's Estimate of Probable Cost							
2.3	Preliminary Project Budget		1					
<i>Plan Drawings</i>								
3.1	Detailed Final Design	1	4	4				
3.2	Construction Plan Sheets	1	4	6	2			
<i>Quality Control</i>								
4.1	Quantity Calculations and Final Engineer's Estimate		2					
4.2	Quality Control Reviews	1	2					
<i>Project Management and Meetings</i>								
5.1	Design Team Meetings	1	1	1				
5.2	Overall Project Management	1			2			
	Total hours per labor category	8	17	11	4			

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Manager	8	\$68.88	\$551.04
Project Engineer	17	\$40.18	\$683.06
Senior Technician	11	\$42.39	\$466.29
Admin Technician	4	\$31.06	\$124.24
Total Direct Labor Costs:	40		\$1,824.63
Direct Salary Costs plus Overhead (72%)			\$3,138.36
Total Labor Costs			\$4,962.99
Fixed Fee on Labor Costs (15%)			\$744.45

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Employee Mileage	300	\$0.56	\$168.00
Equipment Usage	40	\$3.00	\$120.00
Reproductions / Miscellaneous	1	\$100.00	\$100.00
Total Expenses			\$388.00

SUMMARY:

Total Labor Costs + Expenses + Fixed Fee	\$6,095.44
Estimated Total	\$6,100.00

VII G

LEASE AGREEMENT

The parties to this Agreement are the DULUTH AIRPORT AUTHORITY("Authority"), and MediaUSA, Inc. ("Lessee").

The parties acknowledge the following:

The Authority operates the Duluth International Airport ("Airport") including its new passenger terminal facility ("Terminal") located in and adjacent to the City of Duluth, Minnesota.

The Lessee is in the business of providing info Touch system kiosks to inform the public at airports about hotels, restaurants, bars and transportation services and is willing to provide such a kiosk at the Airport.

Both parties desire that a kiosk be available to the public at the Terminal.

NOW, THEREFORE, in consideration of their mutual covenants and promises, the receipt and sufficiency of which is hereby acknowledged, the parties covenant and agree for themselves and their successors and their assigns as follows:

SECTION 1 CONCESSION

The Authority does hereby grant to the Lessee and the Lessee hereby accepts from the Authority the exclusive right to operate an info Touch system kiosk in the Terminal Building ("Terminal") at the Airport solely for the purpose of providing information to the public regarding hotels, restaurants, bars and transportation services in the region under the covenants, conditions, and provisions set forth in this Agreement. Other types of information may be added upon the prior written approval of the Authority's Executive Director (the "Executive Director.")

SECTION 2 TERM

The term of this Agreement shall be deemed to have commenced on January 1, 2021 and shall continue until December 31, 2026, unless earlier terminated as provided for herein. Notwithstanding the above, either party may terminate this Agreement with or without cause upon thirty (30) days' written notice to the other party.

SECTION 3 LESSEE'S SERVICES

Lessee agrees to provide the following:

- A. An info Touch system kiosk at the Terminal providing information to the public regarding hotels, restaurants, bars and transportation services. All content provided on the kiosk shall be subject to the prior written approval of the Executive Director.
- B. A lock down home page position (Executive plus package) for a sponsor of the Airport. In addition, Lessee will also allow and, if needed, design for the sponsor up to six screen savers for the info Touch system.
- C. A package advertising the Airport at the Sheraton, Radisson, Canal Park Lodge, Comfort Suites and Hampton Hotels on the info Touch system at each hotel at no charge to the Authority. In addition, Lessee will provide the same package at any hotels (if any) that Lessee installs within the Duluth area in the future. The Authority shall provide the content to be placed on each such info Touch system.

**SECTION 4
SPACE ALLOCATIONS TO LESSEE**

The following space is hereby leased at no cost to Lessee for its use in conducting its business at the Airport as set forth herein:

- A. Approximately ____ square feet (____ feet x ____ feet) on the first floor of the Terminal Building at the location designated on Exhibit A, attached hereto and made a part hereof (the "Premises"). The Premises shall be used solely for the placement, operation and maintenance of info Touch kiosk.
- B. That Lessee shall have access to and the right to use public areas and driving ways of the Airport in like manner as the general public, but shall in no way infringe upon the rights of the public to so use such public places and driving ways.

**SECTION 5
UTILITIES**

The Authority agrees to provide such heat, electricity, water, internet and sewage as are reasonably necessary for Lessee's operations at no additional cost to Lessee.

**SECTION 6
RIGHT OF RELOCATION**

The Authority reserves, through its Executive Director, the right to relocate the kiosk at no cost to the Authority. Notice of such relocation shall be provided to Lessee in writing no less than sixty (60) days prior to such relocation requirement.

**SECTION 7
LESSEE'S COVENANTS**

Lessee hereby covenants and agrees:

- A. That the kiosk shall be maintained at Lessee's sole expense in good operating order, and in clean, neat and attractive condition. Content installed on the kiosk shall be in good taste and professionally developed. The kiosk shall be made of high quality, safe, fire resistant materials and shall be attractive in appearance.
- B. That personnel performing services hereunder shall be neat, clean and courteous, and Lessee shall not permit its agents, servants, or employees to solicit or conduct business outside of the areas rented by Lessee or in a loud, noisy, boisterous, offensive or objectionable manner.
- C. That Lessee shall abide by, and require its agents, servants, and employees to abide by, and be subject to all reasonable rules and regulations which are now, or may from time to time, be formulated by the Authority or the Executive Director concerning the management, operation, or use of the Airport, and specifically to abide by all provisions of the Duluth International Airport Rules and Standards and the Airport Security Plan as both may be amended from time to time on file in the office of the Executive Director. Lessee further agrees to require all of its agents, servants and employees employed at the Airport to have in their possession, while at the Airport, airport identification cards secured from the Executive Director.
- D. That it will meet all expenses in connection with the use of the Premises hereunder, and the rights and privileges herein granted, including, without limitation by reason of enumeration, taxes, permit fees, license fees and assessments lawfully levied or assessed upon the Premises or structures and improvements at any time situated thereon, and that it will secure all such permits and licenses as may be necessary.

- E. That it will furnish, install, operate, keep and maintain the kiosk as well as the Premises and the fixtures and equipment installed therein and thereon, all in good order, condition and repair.
- F. That it will permit the Authority at any time, and as often as the Authority deems necessary, to inspect the kiosk. Upon notification by the Authority that reasonable grounds exist to question the efficiency of the kiosk, Lessee shall immediately withdraw the same from service and provide a satisfactory substitute.
- G. That it shall comply with all applicable federal, state and local laws, ordinances, rules and regulations pertaining to unlawful discrimination.

SECTION 8 INDEMNIFICATION

Lessee hereby agrees to defend, indemnify and hold harmless the Authority and the City of Duluth (the "City") and their officers, agents, servants and employees from and against any and all claims, including claims for contribution or indemnity, demands, suits, judgments, costs and expenses asserted by any person or persons, including agents or employees of Authority, the City, or of Lessee, for any damages, including those existing by reason of the death of or injury to persons or the loss or damage to property or any other claim or cause of action arising out of Lessee use of or occupancy of or operations on the Premises or at the Airport, and on ten (10) days' written notice from Authority, Lessee will appear and defend all lawsuits against Authority of the City or any of the aforesaid parties arising out of such injuries or damages.

SECTION 9 INSURANCE

During the term of this Agreement, Lessee shall provide Public Liability Insurance with limits not less than \$1,500,000 Single Limit, shall be in insurance companies authorized to do business in the State of Minnesota and approved by the Executive Director; and shall provide for the following: Public Liability Including Premises and Operations, Completed Operations, Independent Contractors, owned, non-owned and hired vehicles and Contractual Liability. Lessee's insurance shall be considered the primary and any excess to Lessee's primary insurance shall be the obligation of Lessee.

The Authority reserves the right to require Lessee to increase the coverages set forth above and to provide evidence of such increased insurance coverage to the extent that the liability limits as provided in Minnesota Statute Section 466.04 are increased.

The Authority and the City shall be named as Additional Insureds under the Public Liability, or as an alternate, Lessee may provide Owners-Contractors Protective policy, naming Lessee, the Authority and the City. Lessee shall also provide evidence of Statutory Minnesota Workers' Compensation Insurance, if applicable. Lessee shall provide Authority with current Certificates of Insurance evidencing such coverage. The form of the certificates shall contain an unconditional requirement that the insurer notify the Authority without fail not less than 30 days prior to any cancellation, non-renewal or modification of the policy or coverages evidenced by said certificates and shall further provide that failure to give such notice to the Authority will render any such change or changes in said policy or coverages ineffective as against the Authority and the City.

The use of an "Accord" form as a certificate of insurance shall be accompanied by two forms - 1) ISO Additional Insured Endorsement (CG-2010 pre-2004) and 2) Notice of Cancellation Endorsement (IL 7002); or equivalent as approved by the Duluth City Attorney's Office.

The Authority does not represent or guarantee that these types or limits of coverage are adequate to protect Lessee's interests and liabilities. It is understood that the specified amounts of insurance stated in this paragraph shall in no way limit the liability of Lessee.

It shall be the obligation and responsibility of Lessee to insure, as it deems prudent, its own personal property, against damage from fire, explosion, tornado, civil disorder, vandalism, or any cause whatsoever. The Authority assumes no liability for such damages.

SECTION 10 SURRENDER OF POSSESSION

Upon the termination of this Agreement, Lessee's authority to use the Premises, rights, facilities and equipment herein granted shall cease and Lessee shall, upon expiration or termination, promptly and in good condition surrender the same to the Authority. In the event that Lessee has in any way changed, altered or modified the Premises demised herein, Lessee covenants to return the same to the condition they were in at the time of the signing of this Agreement or, in the alternative, to pay the Authority for the cost of returning them to said condition. Upon termination, any improvements which have become part of the realty shall become the property of the Authority, and the same shall be immediately returned to the control of the Authority. Any improvements not part of the realty shall be removed therefrom within fifteen (15) days after the termination of this Agreement or the same shall be deemed to have been abandoned to the Authority and the right of the Lessee to possession thereof shall cease.

SECTION 11 DAMAGE TO PROPERTY

Lessee shall promptly repair or replace any property of the Authority lost, destroyed or damaged by its operations hereunder. If Lessee fails to promptly repair or replace such property, Authority may repair or replace it and charge Lessee for the costs incurred, which costs shall immediately be paid by Lessee.

SECTION 12 SUBLEASES AND ASSIGNMENTS

Lessee shall not assign or transfer this Agreement, in whole or in part, in any manner, nor any interest therein, nor permit the foregoing Agreement to become transferred by operation of law or otherwise, nor do or suffer any acts to be done whereby the same may be or become assigned in whole or in part, unless the written consent of Authority shall first be obtained in each and every case of subletting, assignment or transfer as shall from time to time occur or be desired. It is expressly agreed by the parties that a change in ownership of the controlling share of stock in Lessee, if any, shall be deemed to be an assignment hereunder. It is expressly agreed by the Lessee that in the event permission be granted by the Authority as herein provided, the sub-lessee or assignee shall be required to assume and agree to perform the covenants of this Agreement and that notwithstanding any such subletting or assignment, the Lessee shall be and remain liable for the payments of all rents and the performance of all covenants and conditions for the full term of this Agreement.

SECTION 13 SUBORDINATION

This Agreement shall be subordinate to the provisions of any existing or future Agreement between the Authority and the United States of America relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport, or to any security requirements of State or Federal Government, including temporary security procedures or instructions.

SECTION 14 NOTICES

Any notice provided for in this Agreement or otherwise to the Authority shall be sent to the Duluth Airport Authority, Duluth International Airport, 4701 Grinden Drive, Duluth, Minnesota, 55811 Attn: Executive Director. Any notice to the Lessee hereunder shall be sent to MediaUSA, Inc., 35 East 4th Street, Litchfield, MN 55355 Attn: Joshua Lease (952)292-8748.

**SECTION 15
MODIFICATION**

There shall be no modifications to this Agreement except in writing, signed by both parties.

**SECTION 16
SEVERABILITY**

Should any Section or any part of any Section of this Agreement be rendered void, invalid or unreasonable by a court of law, for any reason, such a determination shall not render void, invalid or unenforceable any other Section or any part of any Section in this Agreement.

**SECTION 17
WAIVER**

Any waiver by either party of any provision of this Agreement will not imply a subsequent waiver of that or any other provision.

**SECTION 18
APPLICABLE LAW**

This Agreement, together with all of its sections, terms and provision, is made in the State of Minnesota and shall be construed and interpreted according to the laws of the State of Minnesota. The appropriate venue and jurisdiction for any litigation hereunder shall be in a court located in St. Louis County, Minnesota. However, litigation in the federal courts involving the parties will be in the appropriate federal court within the State of Minnesota.

**SECTION 19
INDEPENDENT CONTRACTOR**

At all teims and for all purposes hereunder, Lessee shall be an independent contractor and is not an employee of the Authority for any purposes whatsoever.

**SECTION 20
SEVERABILITY**

In the event any provision herein shall be deemed invalid or unenforceable, the remaining provisions shall continue in full force and effect and shall be binding upon the parties to this Agreement.

**SECTION 21
ENTIRE AGREEMENT**

This Agreement, including all attachments, constitutes the entire Agreement between Authority and Lessee and supersedes all prior written or oral agreements and negotiations between the parties relating to the subject matter hereto.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and date first above shown.

DULUTH AIRPORT AUTHORITY

MEDIAUSA, Inc.

By _____
Its President

By _____
Its _____

By _____
Its Secretary

Duluth Airport Authority

Acknowledgment:

On _____, 2021 appeared before me _____ and _____, the President and Secretary of Duluth Airport Authority and acknowledged that this agreement had been approved at a legal meeting of the Authority, by majority vote, a quorum being present and proper notice of meeting being given and duly executed this agreement.

Notary Public

Certificate of Secretary

The foregoing instrument was approved at a duly held meeting of Duluth Airport Authority by a majority vote of directors, a quorum being present and proper notice of meeting having been previously given and the signatures of the proper officials are genuine and were executed before me.

By _____
DAA Secretary

MediaUSA, Inc.

Acknowledgment:

On _____, 2021 appeared before me Joshua Lease, the _____ of MediaUSA, Inc. and executed this agreement.

Notary Public

This document drafted by:

Joan Christensen
Assistant City Attorney
City of Duluth
411 W First Street, Room 410
Duluth, MN 55802

VII H

VII H

**Aeronautical Radio Inc., Terminal Space Lease
Duluth International Airport**

Terms:

- 10 years

Agreement Overview:

- Space lease to store radio cabinet that connects to rooftop antenna.
- Air-to-ground communication device used by airlines.
- 20 square foot space lease on third floor of Terminal.
- Rate adjusted annually by CPI.

Why were the changes in key terms needed/wanted?

- Lease renewal

**AERONAUTICAL RADIO
TERMINAL SPACE LEASE AGREEMENT
AT DULUTH INTERNATIONAL AIRPORT**

The parties to this Agreement are the DULUTH AIRPORT AUTHORITY, a governmental body organized and existing under Chapter 577 of the Laws of Minnesota, 1969, hereinafter known as "Authority", and AERONAUTICAL RADIO, INC., a corporation under the laws of the State of Delaware, hereinafter referred to as "Lessee".

WHEREAS, The Authority is a public body created pursuant to Minnesota Laws 1969, Chapter 577 and responsible for the operation of the Duluth International Airport located in and adjacent to the City of Duluth, Minnesota; and

WHEREAS, The Lessee desires to lease space in the terminal at the Airport and the Authority agrees to allow the Lessee to lease space under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of their mutual covenants and representations, the receipt and sufficiency of which is hereby acknowledged, the parties covenant and agree for themselves and their successors and assigns as follows:

**SECTION 1
DEFINITIONS**

The following terms, as used in this Lease Agreement, shall have the meanings as ascribed to them hereunder.

- A. Airport: shall mean the Duluth International Airport located in and adjacent to the City of Duluth, County of St. Louis, State of Minnesota.
- B. City: shall mean the City of Duluth, Minnesota.
- C. Consent or Approval of Authority and of Executive Director: where this Agreement calls for the consent or approval of the Authority, the same shall be in the form of a resolution approved by the Authority as provided by law; where the consent or approval of the Executive Director is required, the same shall be evidenced by a written document signed by the Executive Director or authorized designee.
- D. Executive Director: shall mean the Executive Director of the Authority, or designee.
- E. Leased Premises: shall refer to that portion of the Terminal leased by Lessee as further described in Section 3A and as shown on Exhibit A.
- F. Leasehold Improvements: shall mean all items located on and within the Leased Premises provided or purchased by Lessee, including items such as decorations, partitions, wiring, lighting and plumbing fixtures, piping, finished ceilings, ventilation duct work, grills, floor and wall coverings, heaters, cabinets, lockers, sinks, counters, chairs, other furniture, signs and other related improvements.
- G. Terminal: shall mean the main passenger terminal building at the Airport located at 4701 Grinden Drive, Duluth MN, 55811.

**SECTION 2
TERM**

The Term of this Agreement shall commence on January 1, 2022 and shall remain in effect until midnight December 31, 2031. During the Term, either party may terminate this Agreement

without cause upon sixty (60) days' written notice to the other party. In the event that the Term expires and a new agreement has not been executed, at the sole discretion and upon written consent of the Executive Director, this Agreement shall continue in effect on a month-to-month basis under the terms and conditions set forth in this Agreement subject to the adjustment of fees. The Lessee will be allowed to hold over at the sole discretion and upon the written consent of the Executive Director, which consent may be withdrawn upon thirty (30) days' written notice to Lessee.

SECTION 3 LEASED PREMISES, EMPLOYEE PARKING AND PUBLIC SPACE

- A. Leased Premises: Lessee is hereby granted use of approximately 20 square feet of communication equipment cabinet space on the 3rd floor of the Terminal, also referred to room number 337 as identified on Exhibit A. The Leased Premises shall be used solely to house its communications equipment and other items reasonably necessary to its business.
- B. Employee Parking: Lessee and its employees, officers, contractors, or subcontractors working at the Airport, in common with others, shall have vehicular parking space, at a location to be designated by the Executive Director. Authority reserves the right to charge a reasonable fee for the use of such space which fee may be adjusted from time to time.
- C. Public Space: Lessee is hereby granted the use by Lessee and its employees, officers, contractors, and subcontractors of all public space in the Terminal including but not limited to circulation space, restrooms, stairways, elevators, and public seating in common with other users. This provision shall not be construed to grant any special license to Lessee or its employees, contractors, or guests with respect to public space over and above that of the general public.
- D. The Right of Ingress: Lessee shall have reasonable access to the Leased Premises on a 24-hour-a-day, seven-day-a-week basis; provided, however that the Lessee's right of access to the Leased Premises is arranged with the appropriate DAA staff or an on-duty Airport Security Police person in the Terminal.

SECTION 4 PAYMENTS AND OTHER FEES

Lessee hereby agrees to pay Authority for the rights and privileges granted hereunder as follows:

- A. Leased Premises: For the rent of the Leased Premises, a rental fee shall be paid to the Authority in the sum of one hundred fifty-six dollars and eighteen cents (\$156.18) per month for the Leased Premises. The first payment of rent in the amount of \$156.18 shall be due and payable January 1, 2022. Subsequent monthly payments shall be due and payable beginning on February 1, 2022 and monthly thereafter during the term of this Agreement and any extensions thereof.
On January 1st of each subsequent year of the term of this Agreement, or any extension, or holding over thereof, the annual rent shall increase to the amount calculated by multiplying the previous year's rent by the rate of increase, if any, of the most recent Consumer Price Index, U.S. City Average, published by the U.S. Bureau of Labor Statistics for the preceding twelve-month period.
- B. Refuse and Garbage: Lessee assumes all responsibility for the disposal of refuse and garbage generated by its operations on the Leased Premises during the term of the Lease and agrees to pay for all costs related thereto.

- C. Fee for Failure to Maintain. In the event that Lessee fails to keep the Leased Premises in a neat, clean, orderly and sanitary condition and the Executive Director has issued a written notice of such deficiency and provided a reasonable cure period as determined solely by the Executive Director, Authority may itself clean or cause to be cleaned those portions of the Leased Premises not so kept, and Lessee agrees to reimburse Authority for the direct and indirect costs incurred by Authority for the performance of said work plus a fifteen percent (15%) administrative fee, due and payable upon receipt.
- D. Fee for Repair and Replacement. Lessee shall promptly repair or replace any property of the Authority lost, destroyed or damaged by its operations hereunder. If Lessee fails to promptly repair or replace such property following written notice by the Executive Director of such deficiency and a reasonable cure period as determined solely by the Executive Director, Authority may repair or replace it and Lessee agrees to reimburse for the direct and indirect costs incurred by Authority for such repair or replacement plus a fifteen (15%) percent administrative fee, due and payable upon receipt.
- E. Fee for Unpaid Licenses, Fees, Taxes, and Assessments. Lessee hereby agrees to pay all licenses, fees, taxes and assessments of any kind whatsoever which arise because of, or in the course of any operations covered by this Agreement during the term hereof. Should Lessee fail to pay such amounts following written notice of such deficiency and a reasonable cure period as determined solely by the Executive Director, it is expressly agreed that Authority may pay the same on behalf of Lessee, and Lessee agrees to reimburse Authority for said amounts paid plus a fifteen percent (15%) administrative fee due and payable upon receipt.
- F. Late Payment:
If Lessee is delinquent for thirty (30) days or longer in paying any amounts owed to the Authority under this Agreement, Lessee shall pay to the Authority a late payment charge assessed on the delinquent amount at the Authority's then-prevailing rate on delinquent accounts (the rate at the date of execution of the Agreement is one and one-half percent (1½%) per month). The late payment charge shall accrue from the date the delinquent amount was due until paid.
The remedies provided by this Section are in addition to all other remedies the Authority may have for a breach of this Agreement by Lessee, and nothing in this Section shall be deemed to be a waiver by the Authority or prevent the Authority from asserting any other remedy.
- G. Payment Obligations Unconditional
The obligations of Lessee to pay any amounts due to Authority under this Lease Agreement in accordance with the terms hereof shall be absolute and unconditional, irrespective of any defense or rights of set off, recoupment or counterclaim which may at any time be available against Authority. Such payments shall be due without notice or demand therefor except as specifically provided for herein notwithstanding the Lessee shall have the right to contest within thirty (30) days.

SECTION 5 UTILITIES

The Authority agrees to provide such heat and electricity as are reasonably necessary for Lessee's operations at no additional cost to Lessee.

SECTION 6 ACCESS BY AUTHORITY

Upon 48 hours notice, the Authority shall have the right to enter and inspect the Leased Premises for the purpose of ascertaining the condition thereof or in order to make such repairs as may be required to be made by the Authority under the terms of this Agreement or as the Authority may deem necessary. The right of entry shall not be deemed to impose any greater obligation on the Authority to clean, maintain, repair or change the Leased Premises than is specifically provided in this Agreement. The Authority may at any time in case of emergency enter the Leased Premises and do such acts as the Authority may deem proper in order to protect the Leased Premises, the Terminal, or any occupants of the Terminal.

SECTION 7 CONSTRUCTION AND LEASEHOLD IMPROVEMENTS

- A. Approval of Executive Director. In the event that Lessee wishes to make any Leasehold Improvements, Lessee shall submit a written request to the Executive Director together with design development or construction drawings showing all details of said Leasehold Improvement. No Leasehold Improvement shall be made in the Leased Premises without the prior written approval of the Executive Director, which decision shall not be unreasonably delayed, and then only in conformance with the approved plans and this Article.
- B. Regulations and Standards. All work performed on behalf of Lessee shall conform to all applicable regulations, building design standards, building codes and health standards, as well as the following requirements:
 - 1. All construction shall meet the requirement of Type I (fire resistant) construction as set forth in the Minnesota State Building Code (current edition) and the building standards for the Airport.
 - 2. Complete contract drawings and specifications on all work, including alterations, additions or replacements, must be submitted for and receive approval of the Executive Director. Lessee will be responsible for delivering to the Authority at no cost "as built" drawings and an electronic version, of same, or any reasonable substitute as agreed to in writing by the Executive Director, within sixty (60) days of completion of any Leasehold Improvement.
 - 3. All work must be done by qualified and licensed contractors authorized to do business at the Airport in the time and manner approved by and coordinated with the Executive Director. Lessee shall comply with the indemnity and insurance and bond requirements of this Agreement. Work must be performed such that it may not have a material impact on the operations of the Airport or negatively impact any tenants operating at the Airport as determined in the sole discretion of the Executive Director.
 - 4. An authorized representative of Lessee shall be available at all reasonable times at the site to coordinate the work of the Leasehold Improvements.
- C. Construction Bonds and Insurance.
 - 1. Bonds. During the term of this Agreement when any Leasehold Improvements are constructed, installed or renovated, Lessee shall require the contractor and any subcontractor to furnish a payment bond, approved as to form and substance by the City Attorney, written by a company or companies authorized to write such bonds in the State of Minnesota and who are acceptable to the Executive Director. The amount of such bond(s) shall be not less than the cost of such construction, installation or renovation including all persons doing work or furnishing skills, tools,

machinery, materials, insurance premiums, equipment or supplies incident to such construction, installation or renovation, such bond or bonds to be conditioned for payment of claims as required and in full compliance with Minnesota Statutes Section 574.26. Further, during the term of this Agreement, for any construction, installation or renovation of Leasehold Improvements, and before the commencement of work thereon, Lessee shall furnish to Authority performance bonds, written by similarly qualified companies, covering all work to be performed thereunder guaranteeing the performance of all such work. In the alternative, if the value of labor and materials to be furnished for any such improvement shall not exceed Fifteen Thousand Dollars (\$15,000), Lessee may furnish to Authority written proof thereof and may, at its option, deposit a sum equal to the value of the labor and materials with an escrow agent approved by the Executive Director or may deposit said sum directly with Authority. Authority shall have the right, but not the obligation, to draw upon said sum to pay all bills unpaid by Lessee for said labor and materials supplied for said Leasehold Improvements. Upon completion of the project and the furnishing by Lessee to Authority of lien waivers by all contractors, laborers and materialman involved in said Leasehold Improvements, Authority shall agree to the release of any funds remaining in escrow or held by it to Lessee.

2. Contractor's Public Liability and Property Insurance. Before commencing any improvement, work or equipment installation on the Leased Premises, Lessee shall require all contractors and subcontractors to procure and maintain insurance during the life of such contracts, protecting the Authority, the City, and the Lessee as follows:
 - a. Workers' Compensation Insurance.
 - b. Contractor's Comprehensive Liability and Property Damage Insurance with limits no less than \$1,500,000 combined single limit per occurrence, including but not limited to, bodily injury and property damage, airport premises and products/completed operations liability, contractual liability, independent contractors liability.
 - c. Contractor's Automobile Liability and Property Damage Insurance, including automobile and non-ownership and hired cars with limits no less than \$1,500,000 each occurrence including owned and/or leased automobile liability and non-owned and hired automobile liability.
 - d. Owner's Protective Public Liability and Protective Property Damage Insurance.
3. Insurance Requirements.
 - a. Authority and City shall be named as additional insureds on each of the policies above except the Workers' Compensation policy.
 - b. All insurance policies required above shall be primary and shall not require contribution from any coverage maintained by Authority and/or City.
 - c. The use of an "ACORD" form as a certificate of insurance shall be accompanied by two forms - 1) ISO Additional Insured Endorsement (CG-2010 pre-2004) and 2) Notice of Cancellation Endorsement (IL 7002) - or equivalent, as approved by the City Attorney's Office.
 - d. Insurance, as above provided, shall be kept intact and in force throughout the term of construction work and equipment installation on the Leased Premises. Such insurance shall be subject to the approval of the City Attorney and copies furnished to the Authority prior to the commencement of construction.

- D. Subsequent Improvements. Any changes in, additions to or deletions from existing or later constructed improvements shall be subject to the prior written approval of the Executive Director, and the Executive Director may impose such conditions as it shall deem necessary to protect the Authority, the City, and the integrity of all operations at the Terminal, including, but not limited to, bonding and insurance requirements.

SECTION 8 INDEMNIFICATION

- A. Lessee shall indemnify, save, hold harmless, and defend Authority and the City, their officials, agents and employees, successors and assigns, individually or collectively, from and against any claim including a claim for contribution or indemnity, action, loss, damage, injury, liability, and the cost and expense of whatsoever kind or nature (including, but not limited to, reasonable attorneys' fees, disbursements, court costs, and expert fees) based upon injury to persons, including death, or damage to tangible property, and any fines in any way arising from or based upon the violation of any federal, state, or municipal laws, statutes, resolutions, or regulations, including rules or regulations of the Authority now in effect or hereafter promulgated, by Lessee, its agents, employees, or successors and assigns, arising out of, resulting from, in conjunction with or incident to Lessee's negligence during its operation of its business and/or performance of its obligations under this Agreement or use and/or occupancy of the Leased Premises or of the Airport, and on ten (10) days' written notice from the Authority, the Lessee shall appear and defend all claims and lawsuits against the Authority and/or the City growing out of any such injury or damage.
- B. In addition to the general indemnity stated above, and as part of it, it is specifically agreed between the parties that Lessee shall be responsible in all respects for Lessee's use of, or Lessee's generation of, or release or threatened release of any petroleum based substance or product, or any volatile organic compound, or any substance classified as a pollutant, contaminant, toxic or dangerous substance, solid waste or a "hazardous waste" by either the United States Environmental Protection Agency or the Minnesota Pollution Control Agency. Lessee shall specifically be responsible for the disposition of all such waste or substances and for the environmental response activities and response costs, monitoring, or cleanup of any environmental condition deemed by those agencies, or either of them, to require environmental response, monitoring or cleanup activities of any kind whatsoever which arise out of Lessee's use of, or generation of, such substances in its operations at the Airport, and, Lessee specifically agrees that the obligations above shall apply specifically to any cost or obligations of the Authority or City arising out of such response, disposition and/or clean up. The provisions of this Section shall survive the expiration, termination or early cancellation of this Agreement. Lessee shall not be responsible for preexisting environmental conditions or environmental conditions arising during the term of this Lease which are not caused by Lessee.
- C. The provisions of this Section shall survive the expiration, termination or early cancellation of this Agreement.

SECTION 9 INSURANCE

- A. Insurance. Lessee shall carry and maintain in full force and effect during the term of this Agreement the minimum amounts of insurance set forth below. The Lessee shall carry workers' compensation insurance on all of its employees employed on the Airport. Lessee may request the Authority to approve alternative types of insurance providing at least equal

protection. All such insurance shall be in at least the following amounts and shall be in a form acceptable to the Authority and approved by the City Attorney, shall name the Authority and the City of Duluth as additional insureds on each liability policy and shall provide for thirty (30) days' written notice to the Authority of any cancellation or modification thereof. To the extent that the "Accord" form of certificate is used, the words "endeavor to" shall be stricken from the notification provisions. Certified copies thereof or appropriate certificates of insurance evidencing the existence thereof shall be delivered to the Authority prior to the execution of this Agreement. The Authority reserves the right and Lessee agrees to revisions upward or downward in the minimum insurance requirements hereinafter set forth. All insurance required under this Agreement shall be taken out and maintained in responsible insurance companies organized under the laws of the states of the United States and licensed to do business in the State of Minnesota. All insurance policies required below shall be primary and shall not require contribution from any coverage maintained by the Authority and/or the City.

Commercial general liability insurance, including contractual, completed operations, premises and operations and products liability coverage in an amount of not less than \$1,500,000 combined single limit or \$1,500,000 bodily injury per occurrence; \$1,500,000 property damage per occurrence and \$1,500,000 in aggregate.

1. Owned, non-owned and hired vehicles in an amount not less than \$1,500,000 combined single limit or \$1,500,000 bodily injury per occurrence; \$1,500,000 per occurrence.

2. Worker's Compensation insurance in accordance with the laws of the State of Minnesota.

- B. Insurance Primary. All insurance policies required above shall be primary and shall not require contribution from any coverage maintained by Authority and/or City.
- C. Insurance Not Limitation. It is understood that the specified amounts of insurance stated in this paragraph shall in no way limit the liability of Lessee under this Section.
- D. Disclaimer. Authority does not represent or guarantee that these types or limits of coverage are adequate to protect the Lessee's interests and liabilities. It shall be the obligation and responsibility of Lessee to insure, as it deems prudent, its own personal property, against damage. Authority does not have insurance coverage for Lessee's property and Authority expressly disclaims any and all liability for any and all losses, damage and/or claims to vehicles and/or personal possessions of Lessee.

SECTION 10 FIRE INSURANCE

- A. Authority's Fire Insurance:
Lessee covenants that it will not do or permit to be done any act which:
 - 1. Will invalidate or be in conflict with any fire insurance policies covering the Airports or any part thereof or upon the contents of any building thereof; or
 - 2. Will increase the rate of any fire insurance on the Airport or any part thereof or upon the contents of any building thereof; or
 - 3. In the opinion of the Authority, will constitute a hazardous condition so as to increase the risks normally attendant upon the operations contemplated by this Agreement.

If, by any reason of the Lessee's failing to comply with the provisions of this section, any fire insurance rate on the Airport or any part thereof or upon the contents of any building thereof, at any time, be higher than it otherwise would be, then the Lessee shall upon demand, reimburse

the Authority for that part of all fire insurance premiums paid or payable by the Authority which shall have been charged because of such violation by the Lessee.

SECTION 11 AUTHORITY'S RIGHTS UPON DEFAULT

- A. Rights Upon Default. If at any time Lessee shall be in default, as defined in this Section, with regard to the requirements of this Agreement, it shall be lawful for the Authority, and the Authority may:
1. Immediately, or at any time thereafter without further notice to Lessee, re-enter into or upon the Leased Premises under this Agreement or any part thereof and take possession of the same fully and absolutely without such re-entry representing a forfeiture of the rentals, fees, and charges to be paid and of the covenants, terms and conditions to be performed by Lessee for the full term of this Agreement, and in the event of such re-entry, the Authority may proceed with the collection of rentals, fees, and charges to be paid under this Agreement.
 2. Authority may at its election terminate this Agreement upon written notice in the manner hereinafter provided and re-enter upon said Leased Premises as of its former estate therein, and the Lessee covenants in case of such termination to indemnify the Authority against all loss of rentals, fees, and charges which the Authority has suffered or paid by reason of such termination, during the remainder of the term of this Agreement.
 3. The Authority shall further have all other rights and remedies at law or in equity including injunctive relief, or summary proceedings for unlawful detainer, and any or all legal remedies, actions and proceedings shall be deemed cumulative.
- B. Default Defined. "Default" shall be defined when any of the following circumstances exist:
1. If the Lessee has failed to pay rentals, fees, charges, or taxes when due hereunder and such failure to pay shall continue for thirty (30) days.
 2. Failure to provide and/or maintain the insurance coverages required herein.
 3. Lessee shall permit any liens on the Leased Premises with the exception of assignments approved pursuant to the terms of this Agreement or liens contested in accordance with this Agreement.
 4. If the Lessee fails in the observance or performance of any of the other terms, covenants and conditions of this Agreement and such failure shall continue for thirty (30) days after Authority has given Lessee written notice, or the Lessee shall have failed to commence the corrective action of such failure within thirty (30) days after such notice and to diligently prosecute the same where the same cannot be completed within thirty (15) days.
 5. If a petition to reorganize the Lessee or for its arrangement of its unsecured debts shall be filed.
 6. If the Lessee shall be adjudicated bankrupt.
 7. If a receiver or trustee of the Lessee's property shall be appointed by any court.
 8. If the Lessee shall make a general assignment for the benefit of creditors.
 9. If all of the interest of the Lessee in its property shall be taken by garnishment, attachment, execution or other process of law.
 10. If the Lessee shall cease operations in the Leased Premises for a period of sixty (60) days or more.

SECTION 12 LESSEE'S TERMINATION RIGHTS

Lessee shall have the right upon written notice to the Authority to terminate this Agreement upon the happening of one or more of the following events, if said event or events are then continuing:

- A. The issuance by any court of competent jurisdiction of an injunction, order or decree: (1) preventing or restraining the use by Lessee of all or any substantial part of the Leased Premises used and occupied by Lessee hereunder, or (2) preventing or restraining the use of all or a part of the Airport for normal airport purposes which may be used by Lessee and which is necessary for its operations on the Airport.
- B. If Authority defaults in any of the terms, covenants or conditions under this Agreement and fails to cure the default or make substantial progress with regard thereto within ninety (90) days following receipt of written demand from Lessee to do so.
- C. If all or a material part of the Leased Premises used and occupied by Lessee hereunder is damaged or destroyed or all or a part of the Airport or Airport facilities which are necessary to the operation of Lessee's business are damaged or destroyed or the use thereof disrupted for causes beyond Lessee's control.
- D. If, by reason of any action of any governmental authority, Lessee is unable to conduct its business for a period of in excess of ninety (90) consecutive days in substantially the same manner or substantially to the same extent as prior to such action.
- E. Permanent abandonment of Airport for scheduled airline service.

SECTION 13 SURRENDER OF POSSESSION

Upon the termination of this Agreement, Lessee's authority to use the Leased Premises, rights, facilities and equipment herein granted shall cease and Lessee shall, upon expiration or termination, promptly and in good condition, normal wear and tear excepted, surrender the same to the Authority. In the event that Lessee has in any way changed, altered or modified the Leased Premises demised herein, Lessee covenants to return the same to the condition they were in at the time of the occupancy under this Agreement, normal wear and tear excepted, or, in the alternative, to pay the Authority for the cost of returning them to said condition. Upon termination, any improvements which have become part of the realty shall become the property of the Authority, and the same shall be immediately returned to the ownership and control of the Authority. Any improvements not part of the realty shall be removed therefrom within ten (10) days after the termination of this Agreement or the same shall be deemed to have been abandoned to the Authority and the right of the Lessee to possession thereof shall cease.

SECTION 14 LIENS AND ASSIGNMENTS

- A. Liens:
Lessee shall not create or permit any mortgage, encumbrance or lien or allow any mechanics' or materialmen's liens to be filed or established or to remain against the Leased Premises, or any part thereof, provided that if Lessee shall first notify the Executive Director of its intention to do so and post such security as the Executive Director reasonably deems necessary, Lessee may, in good faith, contest any such mechanics' or other liens filed or established as long as the Executive Director does not deem its interest or rights in this Agreement to be subject to foreclosure by reason of such contest.

B. Assignment:

Lessee shall have the right to assign or transfer or merge into or consolidate with any corporation, without prior consent of the Authority, provided that, following such assignment, transfer, merger or consolidation, the resulting entity shall have a net worth equal to or greater than that of the Lessee. It is expressly agreed by the parties that a change in ownership of the controlling share of stock in Lessee, if any, shall be deemed to be an assignment hereunder. It is expressly agreed by the Lessee that in the event of such assignment, transfer, merger or consolidation, the resulting entity shall be required to assume and agree to perform the covenants of this Agreement and that notwithstanding any such subletting or assignment, the Lessee shall be and remain liable for the payments of all rents and other payments due hereunder and the performance of all covenants and conditions for the full term of this Agreement.

**SECTION 15
SUBORDINATION**

This Agreement shall be subordinate to the provisions of any existing or future Agreement between the Authority and the United States of America or the State of Minnesota relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal or State funds for the development of the Airport, or to any security requirements of State or Federal Government, including temporary security procedures or instructions.

**SECTION 16
MODIFICATION**

Any of the terms of this Agreement may be changed upon the mutual consent of the Authority and the Lessee, but to be valid any such changes must be in writing, dated, and must be executed with the same formalities as this Agreement. In the event that any provision of this Agreement is determined to violate any local, state, or federal rule or regulation or is deemed to cause a violation of any rate covenants, the Agreement shall be modified upon consultation with Lessee to cause such violation to be compliant with such provision and an amendment will be executed on a timely basis to incorporate the required changes.

**SECTION 17
NOTICES**

Any notice provided for in this Agreement or otherwise to the Authority shall be sent to:

Duluth Airport Authority
Executive Director
Duluth International Airport
4701 Grinden Drive
Duluth, Minnesota 55811

Any notice to the Lessee hereunder shall be sent to:

Aeronautical Radio, Inc.
Attention: Real Estate Department
2551 Riva Road, MS 5-1B35
Annapolis, MD 21401

**SECTION 18
APPLICABLE LAW**

This Agreement, together with all of its articles, terms and provision, is made in the State of Minnesota and shall be construed and interpreted according to the laws of the State of Minnesota. The appropriate venue and jurisdiction for any litigation hereunder shall be in a court located in St. Louis County, Minnesota. However, litigation in the federal courts involving the parties shall be in the appropriate federal court within the State of Minnesota. The parties to this Agreement waive any objections to the jurisdiction of these courts, whether based on convenience or otherwise.

**SECTION 19
WAIVER OF BREACH**

The waiver by the Authority or the Lessee of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition herein contained.

**SECTION 20
SEVERABILITY**

In the event any provision of this Agreement shall be deemed invalid or unenforceable, the remaining provisions shall continue in force and effect and shall be binding upon the parties to this Agreement.

**SECTION 21
NONWAIVER OF LIABILITY**

Nothing in this Agreement constitutes a waiver by the Authority or the City of any statutory or common law defenses, immunities, or limits on liability. The liability of the Authority and the City shall be governed by the provisions of the Minnesota Municipal Liability Tort Act, Minn. Stat. 466.04.

**SECTION 22
ATTORNEYS' FEES AND COSTS**

In the event Authority shall prevail in any action or suit or proceeding brought by Authority to collect rents due or to become due hereunder or any portion thereof or to take possession of the demised Leased Premises, or to enforce compliance with this Agreement or for the failure to observe any of the covenants of this Agreement, Lessee agrees to pay Authority such sums as the court may adjudge reasonable as attorneys' fees and costs to be allowed in such action, suit or proceedings.

**SECTION 23
LAWS, RULES AND REGULATIONS**

Lessee agrees to observe and comply with all the laws, ordinances, rules and regulations of the United States of America, State of Minnesota, The adopted Rules and Standards (as may be amended from time to time), the City of Duluth, and their respective agencies which are applicable to its business at the Airport including all laws relating to unlawful discrimination, and further agrees to observe and comply with all Airport rules and regulations in existence at the execution

of this agreement and which may, from time to time, be promulgated by the Authority governing conduct on and operations at the Airport and the use of its facilities, as administered by the Executive Director. Further, Lessee agrees to fulfill its responsibilities pursuant to the Airport Security Plan approved by the Federal Aviation Administration and any amendments thereto.

SECTION 24 ENTIRE AGREEMENT

This Agreement, including Exhibit A constitutes the entire agreement between the parties and supersedes all prior written and oral agreements and negotiations between the parties relating to the subject matter hereto. There are no representations, warranties, or stipulations either oral or written not herein contained.

SECTION 25 COUNTERPARTS

This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original as against any Party whose signature appears thereon, but all of which together shall constitute but one and the same instrument. Signatures to this Agreement transmitted by facsimile, by electronic mail in "portable document format" (".pdf"), or by any other electronic means which preserves the original graphic and pictorial appearance of the Agreement, shall have the same effect as physical delivery of the paper document bearing the original signature.

Dated: _____

DULUTH AIRPORT AUTHORITY

AERONAUTICAL RADIO, INC.

By _____
Its President

By _____
Its Vice President

By _____
Its Secretary

[illegible]

VII I

Reimbursable Agreement for an Air Traffic Control Tower Siting Study Between the Federal Aviation Administration and the Duluth Airport Authority

Purpose: Provides a certified study of possible locations and height of a future air traffic control tower at DLH.

Cost: \$569,849

Funding Sources: Pursuing MNDOT Aeronautics grant and DAA matching funds (alt would be 100% DAA)

Excess funds shall be returned to the sponsor by the FAA

Termination: Anytime by either party with 30 days' notice

NON-FEDERAL REIMBURSABLE AGREEMENT

BETWEEN

**DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

AND

**DULUTH AIRPORT AUTHORITY
DULUTH INTERNATIONAL AIRPORT
DULUTH, MINNESOTA**

WHEREAS, the Federal Aviation Administration (FAA) can furnish directly or by contract, material, supplies, equipment, and services which the Duluth Airport Authority (Sponsor) requires, has funds available for, and has determined should be obtained from the FAA;

WHEREAS, it has been determined that competition with the private sector for provision of such material, supplies, equipment, and services is minimal; the proposed activity will advance the FAA's mission; and the FAA has a unique capability that will be of benefit to the Sponsor while helping to advance the FAA's mission;

NOW THEREFORE, the FAA and the Sponsor mutually agree as follows:

ARTICLE 1. Parties

The Parties to this Agreement are the FAA and Duluth Airport Authority.

ARTICLE 2. Type of Agreement

This Agreement is an "other transaction" authorized under 49 U.S.C. § 106(l)(6) and 31 U.S. Code 6505 Intergovernmental Cooperation Act. It is not intended to be, nor will it be construed as, a partnership, corporation, joint venture or other business organization.

ARTICLE 3. Scope

- A. The Duluth Airport Authority for the Duluth International Airport (DLH) has future development plans that will require the construction and relocation of a new Airport Traffic Control Tower (ATCT) at the Duluth International Airport. The ATCT at DLH is Sponsor owned and maintained. The purpose of this Agreement between the FAA and the Sponsor is to support and complete the ATCT siting process and develop a cost estimate for the FAA to relocate the DLH ATCT equipment complement to the new ATCT structure. This will be done in accordance with FAA Order 6480.4B. This Agreement provides funding for the FAA to establish these services. Therefore, this Agreement is titled:

**Duluth, MN (DLH) - Airport Facilities Terminal Integration Laboratory (AFTIL)
Siting Study of the construction and relocation of a new ATCT location at
Duluth International Airport**

B. The FAA will perform the following activities:

1. Obtain photogrammetry data and develop a model of the airfield.
2. Conduct an investigation of the three candidate sites using the model data at the AFTIL lab. Participants will include Project Sponsor representative(s), Air Traffic Organization representatives (air traffic, terminal planning, flight procedures, flight standards, and engineering services), and an Airport's Division representative.
3. Perform Environmental Site Assessments (ESA) of the three candidate sites.
4. Conduct a final evaluation of the candidate sites at the AFTIL lab with the same representatives to make a determination as to the site that shall be pursued.
5. Develop the Requirements Document (RD) and Requirements Document Workbook (RDWB) to identify space, equipage, and service requirements. These documents will serve as the basis for design of the new ATCT structure.
6. Provide a detailed, signed siting report describing the location and relevant elevations for the final preferred ATCT structure. Four hard copies and 2 flash drive copies of the RDWB and final report shall be provided to the Sponsor.
7. Develop budget estimates to design, build, and commission the new ATCT structure. These estimates will include the cost of removing FAA assets from the existing tower.

C. The Sponsor will perform the following activities:

1. Provide funding for all activities outlined in this Agreement.
2. Provide any available photogrammetry data and master planning data. This shall include an approved Airport Layout Plan and elevation data for future structures.
3. Participate in the siting team including the AFTIL lab visits.

D. This agreement is in whole or in part funded with funding from an AIP grant [] Yes [X] No. If Yes, the grant date is: _____ and the grant number is: _____. If the grant information is not available at the time of agreement execution, the Sponsor will provide the grant information to the FAA when it becomes available.

ARTICLE 4. Points of Contact

A. FAA:

1. The FAA Central Service Area Center, Planning and Requirements Group will provide administrative oversight of this Agreement. Eric Thacker is the Lead Planner and liaison with the Sponsor and can be reached at 817-222-4506 or via email at Eric.P.Thacker@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.
2. The FAA Chicago, Terminal Engineering Center will perform the scope of work included in this Agreement. Douglas Weaver is the Manager of Terminal Engineering Center in Chicago and liaison with the Sponsor and can be reached at 847-294-8187 or via email at Doug.E.Weaver@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.
3. FAA Contracting Officer: The execution, amendment, and administration of this Agreement must be authorized and accomplished by the Contracting Officer, Bradley K. Logan who can be reached at 817-222-4395 or via email at Brad.Logan@faa.gov.

B. Sponsor:

Duluth Airport Authority
Mark Papko
4701 Grinden Dr.
Duluth, MN 55811
218-625-7767
Mpapko@duluthairport.com

ARTICLE 5. Non-Interference with Operations

The Sponsor understands and hereby agrees that any relocation, replacement, or modification of any existing or future FAA facility, system, and/or equipment covered by this Agreement during its term or any renewal thereof made necessary by Sponsor improvements, changes, or other actions which in the FAA's opinion interfere with the technical and/or operations characteristics of an FAA facility, system, and/or piece of equipment will be at the expense of the Sponsor, except when such improvements or changes are made at the written request of the FAA. In the event such relocations, replacements, or modifications are necessitated due to causes not attributable to either the Sponsor or the FAA, the parties will determine funding responsibility.

ARTICLE 6. Property Transfer

- A. To the extent that the Sponsor provides any material associated with the Project, and to the extent that performance of the requirements of this Project results in the creation of assets constructed, emplaced, or installed by the Sponsor, all such material (buildings, equipment, systems, components, cable enclosures, etc.) and assets will be

transferred to and become the property of the FAA upon project completion. For purposes of this Article 6, "project completion" means that FAA has inspected the specific equipment or construction, and has accepted it as substantially complete and ready for use. The creation of an additional agreement will not be required, unless such other agreement is required by the laws of the state in which the subject property is located. The Sponsor and FAA acknowledge by execution of this agreement the FAA will accept the fundamental responsibilities of ownership by assuming all operations and maintenance requirements for all property transferred to the FAA. The transfer of asset(s) will occur on the date the asset(s) is placed in service. It has been determined the subject transfer(s) to FAA is in the best interest of both the Sponsor and FAA.

- B. In order to ensure that the assets and materials subject to this Article remain fully accounted-for and operational, the Sponsor will provide the FAA any additional documents and publications that will enhance the FAA's ability to manage, maintain and track the assets being transferred. Examples may include, but are not limited to, operator manuals, maintenance publications, warranties, inspection reports, etc. These documents will be considered required hand-off items upon Project completion.

ARTICLE 7. Estimated Costs

The estimated FAA costs associated with this Agreement are as follows:

DESCRIPTION OF REIMBURSABLE ITEM	ESTIMATED COST
Labor	
AFTIL Phase I - Develop Siting Report, Prepare RDWB, Siting Report Briefing WB4040	\$98,098.00
AFTIL Phase II – Planning & Requirements, Operations Support, Real Estate, Local ATCT, Technical Operations, Flight Standards, Engineering Services WB4040	\$67,912.40
Labor Subtotal	\$166,010.40
Labor Overhead	\$26,284.98
Total Labor	\$192,295.38
Non-Labor	
AFTIL Phase I - Siting Briefings	\$140,000.00
AFTIL Phase I - EDDA	\$20,000.00
AFTIL Phase I Travel WB4040	\$37,390.00
AFTIL Phase II Complete AFTIL Study	\$60,000.00
AFTIL Phase II Travel WB4040	\$48,474.72
Requirements Document Work Book (RDWB)	\$43,722.00

Non-Labor Subtotal	\$349,586.72
Non-Labor Overhead	\$27,966.94
Total Non-Labor	\$377,553.66
TOTAL ESTIMATED COST	\$569,849.04

ARTICLE 8. Period of Agreement and Effective Date

The effective date of this Agreement is the date of the last signature. This Agreement is considered complete when the final invoice is provided to the Sponsor and a refund is sent or payment is received as provided for in Article 9 of this Agreement. This Agreement will not extend more than five years beyond its effective date.

ARTICLE 9. Reimbursement and Accounting Arrangements

- A. The Sponsor agrees to prepay the entire estimated cost of the Agreement. The Sponsor will send a copy of the executed Agreement and submit full advance payment in the amount stated in Article 7 to the Reimbursable Receipts Team listed in Section C of this Article. The advance payment will be held as a non-interest bearing deposit. Such advance payment by the Sponsor must be received before the FAA incurs any obligation to implement this Agreement. Upon completion of this Agreement, the final costs will be netted against the advance payment and, as appropriate, a refund or final bill will be sent to the sponsor. Per U.S. Treasury guidelines, refunds under \$1.00 will not be processed. Additionally, FAA will not bill the sponsor for amounts less than \$1.00.
- B. The Sponsor certifies that arrangements for sufficient funding have been made to cover the estimated costs of the Agreement.
- C. The Reimbursable Receipts team is identified by the FAA as the billing office for this Agreement. The preferred method of payment for this agreement is via Pay.Gov. The sponsor can use a check or credit card to provide funding in this manner and receipt-processing time is typically within 3 working days. Alternatively, the sponsor can mail the payment to the address shown below. When submitting funding by mail, the Sponsor must include a copy of the executed Agreement and the full advance payment. All payments mailed to the FAA must include the Agreement number, Agreement name, Sponsor name, and project location. Payments submitted by mail are subject to receipt-processing delay of up to 10 working days.

FAA payment remittance address using USPS or overnight method is:

Federal Aviation Administration
Reimbursable Receipts Team
800 Independence Ave S.W.
Attn: Rm 612A
Washington D.C. 20591
Telephone: (202) 267-1307

The Sponsor hereby identifies the office to which the FAA will render bills for the project costs incurred as:

Duluth Airport Authority
Attn: Mark Papko
4701 Grinden Dr.
Duluth, MN 55811
218-625-7767
Mpapko@duluthairport.com

- D. The FAA will provide a quarterly Statement of Account of costs incurred against the advance payment.
- E. The cost estimates contained in Article 7 are expected to be the maximum costs associated with this Agreement, but may be amended to recover the FAA's actual costs. If during the course of this Agreement actual costs are expected to exceed the estimated costs, the FAA will notify the Sponsor immediately. The FAA will also provide the Sponsor an amendment to the Agreement which includes the FAA's additional costs. The Sponsor agrees to prepay the entire estimated cost of the amendment. The Sponsor will send a copy of the executed amendment to the Agreement to the Reimbursable Receipts Team with the additional advance payment. Work identified in the amendment cannot start until receipt of the additional advance payment. In addition, in the event that a contractor performing work pursuant to the scope of this Agreement brings a claim against the FAA and the FAA incurs additional costs as a result of the claim, the Sponsor agrees to reimburse the FAA for the additional costs incurred whether or not a final bill or a refund has been sent.

ARTICLE 10. Changes and Amendments

Changes and/or amendments to this Agreement will be formalized by a written amendment that will outline in detail the exact nature of the change. Any amendment to this Agreement will be executed in writing and signed by the authorized representative of each party. The parties signing this Agreement and any subsequent amendment(s) represent that each has the authority to execute the same on behalf of their respective organizations. No oral statement by any person will be interpreted as amending or otherwise affecting the terms of the Agreement. Any party to this Agreement may request that it be amended, whereupon the parties will consult to consider such amendments.

ARTICLE 11. Termination

In addition to any other termination rights provided by this Agreement, either party may terminate this Agreement at any time prior to its expiration date, with or without cause, and without incurring any liability or obligation to the terminated party other than payment of amounts due and owing and performance of obligations accrued, in each case on or prior to the termination date, by giving the other party at least thirty (30) days prior written notice of termination. Payment of amounts due and owing may include all costs reimbursable under this Agreement, not previously paid, for the performance of this

Agreement before the effective date of the termination; the total cost of terminating and settling contracts entered into by the FAA for the purpose of this Agreement; and any other costs necessary to terminate this Agreement. Upon receipt of a notice of termination, the receiving party will take immediate steps to stop the accrual of any additional obligations which might require payment. All funds due after termination will be netted against the advance payment and, as appropriate, a refund or bill will be issued.

ARTICLE 12. Order of Precedence

If attachments are included in this Agreement and in the event of any inconsistency between the attachments and the terms of this Agreement, the inconsistency will be resolved by giving preference in the following order:

- A. This Agreement
- B. The attachments

ARTICLE 13. Legal Authority

This Agreement is entered into under one or more of the following authorities; 49 U.S.C. § 106(l), 31 U.S. Code 6505 Intergovernmental Cooperation Act. Each of which authorizes the Administrator of the FAA to enter into and perform such contracts, leases, cooperative agreements and other transactions as may be necessary to carry out the functions of the Administrator and the Administration on such terms and conditions as the Administrator may consider appropriate. Nothing in this Agreement will be construed as incorporating by reference or implication any provision of Federal acquisition law or regulation.

ARTICLE 14. Disputes

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any dispute through good faith negotiations, the dispute will be resolved by alternative dispute resolution using a method to be agreed upon by the parties. The outcome of the alternative dispute resolution will be final unless it is timely appealed to the Administrator, whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding (see 49 U.S.C. § 46110).

ARTICLE 15. Warranties

The FAA makes no express or implied warranties as to any matter arising under this Agreement, or as to the ownership, merchantability, or fitness for a particular purpose of any property, including any equipment, device, or software that may be provided under this Agreement.

ARTICLE 16. Insurance

The Sponsor will arrange by insurance or otherwise for the full protection of itself from and against all liability to third parties arising out of, or related to, its performance of this Agreement. The FAA assumes no liability under this Agreement for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf.

ARTICLE 17. Limitation of Liability

To the extent permitted by law, the Sponsor agrees to indemnify and hold harmless the FAA, its officers, agents and employees from all causes of action, suits or claims arising out of the work performed under this Agreement. However, to the extent that such claim is determined to have arisen from the act or omission by an officer, agent, or employee of the FAA acting within the scope of his or her employment, this hold harmless obligation will not apply and the provisions of the Federal Tort Claims Act, 28 U.S.C. § 2671, et seq., will control. The FAA assumes no liability for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf. In no event will the FAA be liable for claims for consequential, punitive, special and incidental damages, claims for lost profits, or other indirect damages.

ARTICLE 18. Civil Rights Act

The Sponsor will comply with Title VI of the Civil Rights Act of 1964 relating to nondiscrimination in federally assisted programs.

ARTICLE 19. Protection of Information

The parties agree that they will take appropriate measures to identify and protect proprietary, privileged, or otherwise confidential information that may come into their possession as a result of this Agreement.

ARTICLE 20. Security

In the event that the security office determines that the security requirements under FAA Order 1600.72A applies to work under this Agreement, the FAA is responsible for ensuring that security requirements, including compliance with AMS clause 3.14.2.1, Contractor Personnel Suitability Requirements are met.

ARTICLE 21. Ensuring Adequate COVID Safety Protocols

- A. Definition. As used in this clause - United States or its outlying areas means—
1. The fifty States;
 2. The District of Columbia;
 3. The commonwealths of Puerto Rico and the Northern Mariana Islands;
 4. The territories of American Samoa, Guam, and the United States Virgin Islands;
and
 5. The minor outlying islands of Baker Island, Howland Island, Jarvis Island,
Johnston Atoll, Kingman Reef, Midway Islands, Navassa Island, Palmyra Atoll,
and Wake Atoll.
- B. Authority. This clause implements Executive Order 14042, Ensuring Adequate COVID Safety Protocols for Federal Contractors, dated September 9, 2021 (published in the Federal Register on September 14, 2021, 86 FR 50985).
- C. Compliance. The Sponsor must comply with all guidance, including guidance conveyed through Frequently Asked Questions, as amended during the performance of this contract, for contractor or subcontractor workplace locations published by the Safer Federal Workforce Task Force (Task Force Guidance) at <https://www.saferfederalworkforce.gov/contractors/>.
- D. Subcontracts. The Sponsor must include the substance of this clause, including this paragraph (d), in subcontracts at any tier that exceed \$250,000, performed in whole or in part within the United States or its outlying areas.

ARTICLE 22. Entire Agreement

This document is the entire Agreement of the parties, who accept the terms of this Agreement as shown by their signatures below. In the event the parties duly execute any amendment to this Agreement, the terms of such amendment will supersede the terms of this Agreement to the extent of any inconsistency. Each party acknowledges participation in the negotiations and drafting of this Agreement and any amendments thereto, and, accordingly that this Agreement will not be construed more stringently against one party than against the other. If this Agreement is not executed by the Sponsor within 120 calendar days after the FAA transmits it to the Sponsor, the terms contained and set forth in this Agreement shall be null and void. Additionally, the FAA expects this agreement to be funded within 120 days of execution, if funding is not received by that date; the FAA may exercise the right to renegotiate estimated costs.

AGREED:

**FEDERAL AVIATION
ADMINISTRATION**

DULUTH AIRPORT AUTHORITY

SIGNATURE _____
NAME _____
TITLE Contracting Officer
DATE _____

SIGNATURE _____
NAME _____
TITLE _____
DATE _____

DULUTH AIRPORT AUTHORITY

SIGNATURE _____

NAME _____

TITLE _____

DATE _____


DULUTH INTERNATIONAL AIRPORT

Closer to everywhere.

December 15, 2021

MEMORANDUM FOR RECORD

RE: Employee Incentive Recommendation

In accordance with Duluth Airport Authority's (DAA) Operating Policy 5 (OP 5), I recommend a \$1000 incentive award for Mark Papko.

I have investigated the circumstances resulting in the recommendation and support its submission to the DAA Board of Directors for consideration under OP 5. The following summary is submitted to support the recommended award:

On December 10th at approximately 1800 hours the Duluth International Airport began receiving its first of five diversion aircraft due to major snow storm in the Twin Cities. Three of the diversions were international aircraft requiring federal inspections services. Approximately 450 passengers were diverted to Duluth that evening, 200 of them spent the night in the terminal building.

Mark quarterbacked this operation with calm-steady leadership. This was a complex, coordinated, multi-agency response involving St Louis County Emergency Management, Red Cross, Customs and Boarder Protection, Transportation Security Administration, the airlines, Monaco Air, and the Duluth Airport Authority.

Mark led planning for several contingencies simultaneously that directly contributed to the success of this operation. He coordinated the conversion of the domestic holding area into an international hold room for 2-3 hours and coordinated food and cots for passengers who would not leave the airport until their flight departed the next day. Mark also participated in planning of departures at 0130 hours, which directly contributed to the successful launch of the remaining diversionary aircraft along with two regular Duluth departures the morning of December 11th.

Mark demonstrated the ability to process fragmented information in a dynamic environment that was changing by the minute. Stakeholders and passenger alike turned to Mark for information and advice because of his confident and calm approach to the situation.

As evidenced above, I emphatically support the recommendation. Please refer questions regarding this recommendation to the undersigned.

Sincerely,

**Tom
Werner**

 Digitally signed by
Tom Werner
Date: 2021.12.15
08:25:58 -06'00'

Tom Werner, C.M.

Executive Director

Duluth Airport Authority

VII P

Duluth Airport Authority Balance Sheet End of Oct 2021

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
Checking Account	(\$6.85)
Lottery Account	\$7,366.47
Petty Cash	\$100.00
Pooled Cash - City Balance	\$6,006,889.54
Total Bank	\$6,014,349.16
Accounts Receivable	
Accounts Receivable - Restricted PFC	\$76,316.51
Accounts Receivable Billed	\$828,663.88
Grants Receivable	
Federal	\$43,086.33
Total - Grants Receivable	\$43,086.33
Lottery Sales Receivable	(\$14,026.00)
Total Accounts Receivable	\$934,040.72
Other Current Asset	
Inventory Assets	
Aviation Gas	\$7,950.45
Fuel & Supplies	\$12,931.06
Total - Inventory Assets	\$20,881.51
Prepaid Items	
Loan Payment	\$1,675.94
Prepaid Bond Issuance Expenses	\$360.41
Prepaid Expense	\$11,300.06
Prepaid Insurance	\$66,673.41
Total - Prepaid Items	\$80,009.82
Undeposited Funds	\$133,353.13
Total Other Current Asset	\$234,244.46
Total Current Assets	\$7,182,634.34
Fixed Assets	
Accumulated Depreciation	(\$131,202,099.74)
Capital Assets	\$251,764,953.12
Work in Progress	
Federal	\$1,633,010.80
Local	\$378,256.43
Other	\$94,009.89
State	\$450,178.09
Total - Work in Progress	\$2,555,455.21
Total Fixed Assets	\$123,118,308.59
Other Assets	
Accumulated Amortization	(\$1,984,854.42)
Airport Planning Projects - Contributed	\$3,733,532.07
Airport Planning Projects - Invested	\$526,847.41
Deferred Outflows - OPEB	\$22,744.00
Deferred Outflows - Pension	\$121,939.00
Total Other Assets	\$2,420,208.06
Total ASSETS	\$132,721,150.99
Liabilities & Equity	
Current Liabilities	
Accounts Payable	
Accounts Payable	\$118,867.06
Contracts Payable	\$67,391.62
Credit Cards Payable	\$280.25
Lottery Payable	(\$9,010.91)
Total Accounts Payable	\$177,528.02

Financial Row	Amount
Credit Card	
Citi Visa - Joelle	\$1,570.96
Citi Visa - Mary Ann	\$234.35
Wells Fargo Credit Card - Joelle	\$2,359.81
Wells Fargo Credit Card - Tom	\$139.46
Total Credit Card	\$4,304.58
Other Current Liability	
Accrued Expense	
City Admin Fee	(\$18,833.30)
Total - Accrued Expense	(\$18,833.30)
Accrued Interest	
City Loans	\$173,684.45
Total - Accrued Interest	\$173,684.45
Accrued Vacation	\$123,329.30
Deferred Inflows - OPEB Liabilities	\$155,208.00
Deferred Inflows - Pension	\$72,479.00
Loans Payable to City of Duluth	
Hangar 103 Renovations	\$180,000.00
Parking Structure	\$255,000.00
Terminal Loan	\$440,000.00
Total - Loans Payable to City of Duluth	\$875,000.00
Unearned Revenue - Current	\$429,500.00
Unearned Revenue - Non Current	\$177,010.06
Total Other Current Liability	\$1,987,377.51
Total Current Liabilities	\$2,169,210.11
Long Term Liabilities	
LT Loans Payable to City of Duluth	
LT Hangar 103 Renovations	\$1,875,000.00
LT Parking Structure	\$1,760,000.00
LT Terminal Loan	\$2,405,000.00
Total - LT Loans Payable to City of Duluth	\$6,040,000.00
Net Pension Liability	\$1,175,111.00
Total Other Post Employment Benefit Liability	\$2,907,972.87
Total Long Term Liabilities	\$10,123,083.87
Equity	
Contributed Equity	\$16,621,668.70
Retained Earnings	\$103,321,922.76
Net Income	\$485,265.55
Total Equity	\$120,428,857.01
Total Liabilities & Equity	\$132,721,150.99

Duluth Airport Authority
Income Statement
From Jan 2021 to Oct 2021

Financial Row	Amount
Ordinary Income/Expense	
Income	
Non-Aeronautical Revenue	
Advertising Income	\$9,550.00
Concession Revenue	\$1,231,080.74
Customer Facility Charges	\$168,580.00
Miscellaneous Revenues	\$56,704.36
Parking	\$110,929.73
Permits	\$8,541.92
Plowing Services	\$5,325.00
Reimbursed Expenses	\$41,663.21
Rent	\$199,108.79
Sponsorship Income	\$62,000.00
State Aid	\$48,522.47
Total - Non-Aeronautical Revenue	\$1,942,006.22
Non-Passenger Aeronautical Revenue	
Aviation Gas	\$63,303.14
Concession Revenue	\$110,002.31
Event Income	\$34,600.00
Landing Fees	\$28,343.77
Ramp Fees	\$15,496.80
Rent	\$941,305.98
Security Reimbursement	\$74,255.00
Total - Non-Passenger Aeronautical Revenue	\$1,267,307.00
Passenger Airline Aeronautical Revenue	
Landing Fees	\$235,803.73
Terminal Office/Space Rental	\$912,871.82
Total - Passenger Airline Aeronautical Revenue	\$1,148,675.55
Total - Income	\$4,357,988.77
Gross Profit	\$4,357,988.77
Expense	
Miscellaneous Expenses	\$86,646.22
Personnel Compensation & Benefits	
Benefit Administration Fees	\$183.60
Employer Contributions for Retirement	\$164,855.34
Employer Paid Insurance	\$307,728.58
Retiree Benefits	\$93,402.00
Wages & Salaries	\$1,274,782.66
Worker's Compensation	\$33,821.30
Total - Personnel Compensation & Benefits	\$1,874,773.48
Services and Charges	
Advertising	\$2,995.50
Badging	\$2,000.00
Central Services Fee	\$15,066.64
Communications & Technology	\$208,367.24
Employee Development Services	\$29,091.69
Employee Physicals	\$1,745.00
Finance Charge	\$86.46
Insurance	\$89,733.30
Marketing	\$138,056.07
Professional Services	\$276,465.80
Rentals	\$4,679.07
Repairs and Maintenance - Contractual/Services	
Repairs and Maintenance - Contractual/Services	\$12,169.05
Airfield Electrical	\$175.09
Airfield Painting	\$3,850.00

Financial Row	Amount
Building	\$183,678.11
Elevator & Escalator Services	\$14,149.40
Equipment	\$3,257.92
Inspections	\$2,032.49
Janitorial & Cleaning - Main	\$158,487.17
Jet Bridge Repairs	\$5,464.00
Laundry Service	\$2,355.62
Pavement Maintenance	\$6,140.50
Pest Control	\$3,726.50
Safety & Environmental	\$1,635.00
Total - Repairs and Maintenance - Contractual/Services	\$397,120.85
Sponsorship Expenses	\$817.00
Transportation	\$349.43
Utility Services	\$395,835.56
Total - Services and Charges	\$1,562,409.61
Supplies	
Merchandise for Resale	\$57,908.02
Office Supplies	\$63,828.63
Operating Supplies	\$89,489.62
Repairs & Maintenance Supplies	\$393,737.74
Total - Supplies	\$604,964.01
Total - Expense	\$4,128,793.32
Net Ordinary Income	\$229,195.45
Other Income and Expenses	
Other Income	
Capital Contributions	
Contributed Capital	\$1,316,387.27
Grants	(\$1,241,725.42)
Total - Capital Contributions	\$74,661.85
Non-Operating Revenue	
Gain/Loss on Asset Disposal	(\$3,620.32)
Interest Income	\$21,752.21
Passenger Facility Charges	\$370,479.56
Total - Non-Operating Revenue	\$388,611.45
Total - Other Income	\$463,273.30
Other Expense	
Non-Operating Expense	
Interest Expense	\$207,203.20
Total - Non-Operating Expense	\$207,203.20
Total - Other Expense	\$207,203.20
Net Other Income	\$256,070.10
Net Income	\$485,265.55

Duluth Airport Authority
DAA Board Packet Budget vs. Actual Summary
From Jan 2021 to Oct 2021

Unaudited

Financial Row	Prior Year Actual (Jan 2020 - Oct 2020)	Current Year Actual (Jan 2021 - Oct 2021)	Budget Amount (Jan 2021 - Oct 2021)	% of Budget	Variance from Prior Year	Variance From Budget	Total Budget (Jan 2021 - Adjust 2021)
Ordinary Income/Expense							
Income							
Non-Aeronautical Revenue	1,377,012	1,942,006	1,574,725	123.32%	564,994	367,281	1,865,240
Non-Passenger Aeronautical Revenue	1,232,688	1,267,307	1,239,826	102.22%	34,619	27,481	1,455,426
Passenger Airline Aeronautical Revenue	1,094,464	1,148,676	1,070,692	107.28%	54,211	77,984	1,281,878
Total - Income	3,704,164	4,357,989	3,885,243	112.17%	653,824	472,746	4,602,544
Gross Profit	3,704,164	4,357,989	3,885,243	112.17%	653,824	472,746	4,602,544
Expense							
Miscellaneous Expenses	35,707	86,646	25,678	337.43%	50,940	60,968	32,660
Personnel Compensation & Benefits	1,826,239	1,874,773	1,922,708	97.51%	48,534	(47,935)	2,460,392
Services and Charges	1,426,734	1,562,410	1,571,342	99.43%	135,675	(8,932)	1,877,099
Supplies	405,493	604,964	516,108	117.22%	199,471	88,856	574,230
Total - Expense	3,694,172	4,128,793	4,035,836	102.30%	434,621	92,957	4,944,381
Net Ordinary Income	9,992	229,195	(150,593)	-152.20%	219,204	379,789	(341,838)
Other Income and Expenses							
Other Income							
Capital Contributions	0	33,311	0	0.00%	33,311	33,311	0
Non-Operating Revenue	288,248	388,611	309,548	125.54%	100,363	79,063	365,939
Total - Other Income	288,248	421,922	309,548	136.30%	133,674	112,374	365,939
Other Expense							
Non-Operating Expense	228,713	207,203	273,870	75.66%	(21,509)	(66,667)	328,644
Total - Other Expense	228,713	207,203	273,870	75.66%	(21,509)	(66,667)	328,644
Net Other Income	59,535	214,719	35,678	601.82%	155,184	179,041	37,295
Net Income Exclusive of Project Expenses, Depreciation & Amortization	69,527	443,915	(114,915)	-386.30%	374,387	558,829	(304,543)
Projects/Grants	3,936,954	41,351	7,406,667	0.56%	(3,895,603)	(7,365,316)	8,888,000
Depreciation & Amortization	(9,283,848)	0	(8,379,475)	0.00%	9,283,848	8,379,475	(10,055,370)
Net Income	(5,277,367)	485,266	(1,087,723)	-44.61%	5,762,633	1,572,989	(1,471,913)

- This report is based on an allocated budget, which is seasonally adjusted.
- At this time the DAA is at a favorable variance budget vs actual of over 558k. Expenses are also overstated by the \$110k boiler replacement. After removing this anomaly, the DAA is at a favorable variance of \$578k.
- CRRSA Concessionaire relief was applied to September financials and the parking relief approved in October is now reflected in the financials as of October.
- Final CARES expense reimbursements have been requested as of December 2021.
- The results of this report are expected to change slightly with audit adjustments as well as delayed revenue and expense postings.
- The largest variance from budget in revenues comes the parking concession of 146k and car rental concession which is up \$192k, while other concessions are very close to budget. Non-passenger aeronautical revenue is 27k over budget and passenger airline aeronautical revenue is over budget due to increased landing fees of over 77k.
- The largest variance from budget in expenses come from the boiler replacement project of \$110k, this will be rectified when capitalized to be removed from operating expenses in future financial updates. Removing the boiler costs expenses we would be 17k under budget.
- Non-operating income is close to budget with PFCs coming in higher than expected and the recording of the CRRSA concessionaire relief, while expenses are down due

Duluth Airport Authority
Duluth A/R Aging Report
As of December 14, 2021

Filters: Transaction Type (equal to Invoice, Payment, Credit Memo)

CUSTOMER	TRANSACTION TYPE	TRANSACTION DATE	TRANSACTION NUMBER	DUE DATE	AGE	CURRENT Open Balance	11/14/2021 - 12/13/2021 (30) Open Balance	10/15/2021 - 11/13/2021 (60) Open Balance	9/15/2021 - 10/14/2021 (90) Open Balance	BEFORE 9/15/2021 (>90) Open Balance	TOTAL Open Balance
Aeronautical Radio, Inc.	Invoice	12/1/2021	8984	12/31/2021	13	\$0.00	\$8.00	\$0.00	\$0.00	\$0.00	\$8.00
Agenter, Megan	Payment	12/13/2021	7990	12/13/2021	1	\$0.00	(\$96.00)	\$0.00	\$0.00	\$0.00	(\$96.00)
Avis Rent A Car	Invoice	12/31/2020	8040	1/30/2021	348	\$0.00	\$0.00	\$0.00	\$0.00	\$24,122.63	\$24,122.63
Benedetti, Gary	Payment	11/16/2021	7912	11/16/2021	28	\$0.00	(\$2,000.00)	\$0.00	\$0.00	\$0.00	(\$2,000.00)
BKR Investments DBA Duluth Pack	Invoice	12/1/2021	8927	12/31/2021	13	\$0.00	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00
Bodin, Joelle	Invoice	11/9/2021	8897	12/9/2021	35	\$0.00	\$0.00	\$0.01	\$0.00	\$0.00	\$0.01
Brown, James	Payment	12/13/2021	7930	12/13/2021	1	\$0.00	(\$250.35)	\$0.00	\$0.00	\$0.00	(\$250.35)
Budget Rent A Car	Invoice	12/31/2020	8041	1/30/2021	348	\$0.00	\$0.00	\$0.00	\$0.00	\$21,405.95	\$21,405.95
Case, Ronald Jr.						\$0.00	\$0.00	\$0.00	\$0.00	(\$102.00)	(\$102.00)
Childs, Matthew						\$0.00	\$0.00	\$153.00	\$0.00	\$0.50	\$153.50
Cirrus Design Corporation						\$0.00	\$22,495.85	\$14,217.25	(\$793.84)	(\$805.64)	\$35,113.62
City of Duluth						\$0.00	\$3,748.72	\$1,668.72	\$0.00	\$0.00	\$5,417.44
Clobes, Nathan	Invoice	11/8/2021	8876	12/8/2021	36	\$0.00	\$0.00	\$153.00	\$0.00	\$0.00	\$153.00
Delta Airlines						\$0.00	\$73,849.55	\$60,766.41	\$0.00	\$0.00	\$134,615.96
Divine Carriers						\$0.00	\$126.33	\$126.33	\$126.33	\$252.66	\$631.65
Duluth Hangar, LLC	Invoice	12/1/2021	8947	12/31/2021	13	\$0.00	\$765.35	\$0.00	\$0.00	\$0.00	\$765.35
Enterprise Leasing Company						\$0.00	(\$1,010.72)	\$0.00	\$0.00	\$91,495.42	\$90,484.70
Essentia Health	Payment	11/26/2021	7965	11/26/2021	18	\$0.00	(\$2,000.00)	\$0.00	\$0.00	\$0.00	(\$2,000.00)
FEDEX Duluth C/O CBC Fisher Group	Invoice	12/1/2021	8957	12/31/2021	13	\$0.00	\$7,818.11	\$0.00	\$0.00	\$0.00	\$7,818.11
FEMA	Invoice	10/19/2021	8788	11/18/2021	56	\$0.00	\$0.00	\$9,775.33	\$0.00	\$0.00	\$9,775.33
Ferrari, Matt	Payment	11/7/2021	7939	11/7/2021	37	\$0.00	\$0.00	(\$153.00)	\$0.00	\$0.00	(\$153.00)
Gardonio, Michael	Invoice	12/1/2021	8955	12/31/2021	13	\$0.00	\$1,736.77	\$0.00	\$0.00	\$0.00	\$1,736.77
General Services Administration						\$0.00	\$5,298.61	\$0.00	(\$61.20)	\$0.00	\$5,237.41
Goritchan Boris						\$0.00	\$0.00	\$0.00	\$0.00	\$879.00	\$879.00
Grimsbo, Gerald	Invoice	9/14/2021	8684	10/14/2021	91	\$0.00	\$0.00	\$0.00	\$0.00	\$367.00	\$367.00
Hall John	Invoice	12/1/2021	8929	12/31/2021	13	\$0.00	\$277.39	\$0.00	\$0.00	\$0.00	\$277.39
Hermantown Hydraulics						\$0.00	\$656.21	\$656.21	\$656.21	\$656.21	\$2,624.84
Hertz-Overland West						\$0.00	\$0.00	\$0.00	\$0.00	\$4,417.11	\$4,417.11
Hillman Colin	Invoice	12/1/2021	8969	12/31/2021	13	\$0.00	\$240.00	\$0.00	\$0.00	\$0.00	\$240.00
Hydro Solutions, Inc.	Invoice	12/1/2021	8930	12/31/2021	13	\$0.00	\$3,466.75	\$0.00	\$0.00	\$0.00	\$3,466.75
Johnson, Charles	Payment	12/14/2021	7991	12/14/2021	0	(\$2,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,000.00)

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Duluth A/R Aging Report

CUSTOMER	TRANSACTION TYPE	TRANSACTION DATE	TRANSACTION NUMBER	DUE DATE	AGE	CURRENT Open Balance	11/14/2021 - 12/13/2021 (30) Open Balance	10/15/2021 - 11/13/2021 (60) Open Balance	9/15/2021 - 10/14/2021 (90) Open Balance	BEFORE 9/15/2021 (>90) Open Balance	TOTAL Open Balance
Kopel-Anderson, Kevin	Payment	12/8/2021	7978	12/8/2021	6	\$0.00	(\$96.00)	\$0.00	\$0.00	\$0.00	(\$96.00)
Lake Country Air, LLC	Invoice	12/1/2021	8968	12/31/2021	13	\$0.00	\$455.00	\$0.00	\$0.00	\$0.00	\$455.00
Lake Superior Helicopters	Invoice	12/1/2021	8931	12/31/2021	13	\$0.00	\$688.89	\$0.00	\$0.00	\$0.00	\$688.89
Larsen, Shane	Invoice	9/29/2021	8705	10/29/2021	76	\$0.00	\$0.00	\$0.00	\$434.86	\$0.00	\$434.86
Love Creamery	Payment	11/16/2021	7893	11/16/2021	28	\$0.00	(\$150.00)	\$0.00	\$0.00	\$0.00	(\$150.00)
Luck, Rick	Invoice	8/24/2021	8596	9/23/2021	112	\$0.00	\$0.00	\$0.00	\$0.00	\$269.26	\$269.26
Magaard, Diana	Invoice	1/15/2021	7785	2/14/2021	333	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
Magoon, Christopher	Payment	12/14/2021	7992	12/14/2021	0	(\$96.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$96.00)
Messerer Jon	Invoice	6/9/2021	8341	7/9/2021	188	\$0.00	\$0.00	\$0.00	\$0.00	\$0.48	\$0.48
Miner's Outdoor Adventures, LLC	Payment	1/19/2021	6925	1/19/2021	329	\$0.00	\$0.00	\$0.00	\$0.00	(\$15.70)	(\$15.70)
Minnesota Air National Guard						\$0.00	\$14,175.68	\$0.00	\$0.00	\$0.00	\$14,175.68
Minnesota Department of Transportation	Invoice	9/21/2021	8772	10/21/2021	84	\$0.00	\$0.00	\$0.00	\$33,311.00	\$0.00	\$33,311.00
Minnesota Power	Invoice	11/1/2021	8806	12/1/2021	43	\$0.00	\$0.00	\$446.18	\$0.00	\$0.00	\$446.18
Miscellaneous	Invoice	12/9/2021	8960	1/8/2022	5	\$0.00	\$85.00	\$0.00	\$0.00	\$0.00	\$85.00
Monaco Air Duluth						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mountain Air Cargo						\$0.00	\$1,549.68	\$1,549.68	\$1,549.68	\$0.00	\$4,649.04
Oakwells CR, LLC						\$0.00	\$6,620.47	\$0.00	\$0.00	\$52,274.94	\$58,895.41
Olsen, Christopher	Payment	11/22/2021	7963	11/22/2021	22	\$0.00	(\$1,200.00)	\$0.00	\$0.00	\$0.00	(\$1,200.00)
On Site Enterprises, Inc	Credit Memo	9/21/2021	258	9/21/2021	84	\$0.00	\$0.00	\$0.00	(\$129.00)	\$0.00	(\$129.00)
Parthe, Lance	Invoice	11/1/2021	8830	12/1/2021	43	\$0.00	\$0.00	\$250.35	\$0.00	\$0.00	\$250.35
Paulson, Jason						\$408.00	(\$51.00)	\$0.00	\$0.00	\$0.00	\$357.00
QMS, INC.	Invoice	12/1/2021	8936	12/31/2021	13	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Rehabilitation Counselors, Inc.	Payment	8/19/2019	5002	8/19/2019	848	\$0.00	\$0.00	\$0.00	\$0.00	(\$75.00)	(\$75.00)
Republic Parking System	Invoice	11/30/2021	8962	12/30/2021	14	\$0.00	\$92,929.77	\$0.00	\$0.00	\$0.00	\$92,929.77
Roper, William	Payment	12/14/2021	7993	12/14/2021	0	(\$96.00)	\$0.00	\$0.00	\$0.00	\$0.00	(\$96.00)
RS&H						\$0.00	\$2,177.05	\$2,177.05	\$0.00	\$0.00	\$4,354.10
Safstrom Jon	Invoice	11/8/2021	8878	12/8/2021	36	\$0.00	\$0.00	\$139.00	\$0.00	\$0.00	\$139.00
Securitas Inc.	Payment	11/16/2021	7911	11/16/2021	28	\$0.00	(\$2,000.00)	\$0.00	\$0.00	\$0.00	(\$2,000.00)
Shelter Dog Inc.	Credit Memo	9/21/2021	259	9/21/2021	84	\$0.00	\$0.00	\$0.00	(\$12.00)	\$0.00	(\$12.00)
Snihurowych, Mark	Payment	12/7/2021	7975	12/7/2021	7	\$0.00	(\$153.00)	\$0.00	\$0.00	\$0.00	(\$153.00)
St. Luke's Hospital	Invoice	12/1/2021	8959	12/31/2021	13	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00
Sun Country, Inc. dba Sun Country Airlines	Invoice	12/1/2021	8953	12/31/2021	13	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
Sundquist, Margie	Invoice	11/8/2021	8879	12/8/2021	36	\$0.00	\$0.00	\$153.00	\$0.00	\$0.00	\$153.00
Swinkels, Eric	Payment	12/12/2021	7985	12/12/2021	2	\$0.00	(\$153.00)	\$0.00	\$0.00	\$0.00	(\$153.00)
Sydow Dan	Invoice	10/1/2021	8748	10/31/2021	74	\$0.00	\$0.00	\$0.00	\$250.17	\$0.00	\$250.17
The Landline Company	Invoice	12/1/2021	8932	12/31/2021	13	\$0.00	\$3,550.14	\$0.00	\$0.00	\$0.00	\$3,550.14
Thompson, Pete	Payment	12/13/2021	7986	12/13/2021	1	\$0.00	(\$96.00)	\$0.00	\$0.00	\$0.00	(\$96.00)
Toivola, Kevin	Payment	12/10/2021	7984	12/10/2021	4	\$0.00	(\$612.00)	\$0.00	\$0.00	\$0.00	(\$612.00)

CUSTOMER	TRANSACTION TYPE	TRANSACTION DATE	TRANSACTION NUMBER	DUE DATE	AGE	CURRENT Open Balance	11/14/2021 - 12/13/2021 (30) Open Balance	10/15/2021 - 11/13/2021 (60) Open Balance	9/15/2021 - 10/14/2021 (90) Open Balance	BEFORE 9/15/2021 (>90) Open Balance	TOTAL Open Balance
Twin Ports Dermatology	Payment	11/24/2021	7994	11/24/2021	20	\$0.00	(\$2,000.00)	\$0.00	\$0.00	\$0.00	(\$2,000.00)
United Parcel Service						\$0.00	\$0.00	\$0.00	\$0.00	\$320.00	\$320.00
University of Minnesota Duluth	Invoice	8/2/2021	8551	9/1/2021	134	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00
Vitulli, Benjamin B	Payment	12/10/2021	7982	12/10/2021	4	\$0.00	(\$96.00)	\$0.00	\$0.00	\$0.00	(\$96.00)
Ward, Craig	Payment	12/8/2021	7979	12/8/2021	6	\$0.00	(\$96.00)	\$0.00	\$0.00	\$0.00	(\$96.00)
Weeks, Christopher G	Payment	11/23/2021	7996	11/23/2021	21	\$0.00	(\$600.00)	\$0.00	\$0.00	\$0.00	(\$600.00)
Werpy, Jonas	Invoice	11/1/2021	8832	12/1/2021	43	\$0.00	\$0.00	\$193.35	\$0.00	\$0.00	\$193.35
Wicklein, John						\$0.00	\$0.00	\$153.00	\$0.00	\$153.00	\$306.00
WLSSD	Invoice	12/1/2021	8958	12/31/2021	13	\$0.00	\$11,049.05	\$0.00	\$0.00	\$0.00	\$11,049.05
Total						(\$1,784.00)	\$253,703.30	\$92,424.87	\$35,332.21	\$198,665.82	\$578,342.20

DULUTH AIRLINE STATISTICS ALL SCHEDULED AIRLINES

MONTH	ENPLANEMENTS			DEPLANEMENTS			TOTAL PASSENGERS			2020/2021 PASS. INCREASE/DECREASE			
	2019	2020	2021	2019	2020	2021	2019	2020	2021	ORIG	% DIFF	TOTAL	% DIFF
JAN	9,589	12,946	5,183	8,729	11,437	4,677	18,318	24,383	9,860	(7,763)	(59.96)	(14,523)	(59.56)
FEB	8,663	12,774	5,182	8,229	12,337	5,041	16,892	25,111	10,223	(7,592)	(59.43)	(14,888)	(59.29)
MAR	12,498	7,703	7,169	12,124	8,842	6,544	24,622	16,545	13,713	(534)	(6.93)	(2,832)	(17.12)
APR	11,429	577	6,758	11,631	666	7,055	23,060	1,243	13,813	6,181	1,071.23	12,570	1,011.26
MAY	12,376	849	9,519	12,744	638	10,262	25,120	1,487	19,781	8,670	1,021.20	18,294	1,230.26
JUN	14,727	1,494	9,403	15,576	1,526	9,598	30,303	3,020	19,001	7,909	529.38	15,981	529.17
JUL	16,096	3,121	11,778	16,016	3,327	11,791	32,112	6,448	23,569	8,657	277.38	17,121	265.52
AUG	16,868	5,727	12,727	16,846	5,754	12,128	33,714	11,481	24,855	7,000	122.23	13,374	116.49
SEP	15,070	5,664	11,820	13,676	5,666	11,207	28,746	11,330	23,027	6,156	108.69	11,697	103.24
OCT	15,224	5,652	11,285	14,568	5,059	10,305	29,792	10,711	21,590	5,633	99.66	10,879	101.57
NOV	12,461	4,418	9,070	12,341	4,349	8,965	24,802	8,767	18,035	4,652	105.30	9,268	105.71
DEC	12,850	4,449	-	13,649	4,533	-	26,499	8,982	-				
TOTAL	157,851	65,374	99,894	156,129	64,134	97,573	313,980	129,508	197,467	38,969	291.70	76,941	302.48

TOTALS WITH CHARTER INCLUDED

Month	Enplanements			Deplanements			Total
	2019	2020	2021	2019	2020	2021	
JAN	9,876	13,252	5,183	9,016	11,743	4,677	9,860
FEB	8,663	12,950	5,214	8,229	12,513	5,073	10,287
MAR	12,818	7,703	7,204	12,444	8,842	6,579	13,783
APR	11,666	577	6,758	11,631	666	7,055	13,813
MAY	12,687	849	9,519	13,234	638	10,262	19,781
JUN	14,895	1,494	9,403	15,744	1,526	9,598	19,001
JUL	16,390	3,121	11,778	16,310	3,327	11,791	23,569
AUG	16,982	5,727	12,727	17,161	5,754	12,128	24,855
SEP	15,400	5,664	11,820	14,006	5,666	11,207	23,027
OCT	15,224	5,823	11,498	14,568	5,230	10,478	21,976
NOV	12,761	4,508	9,320	12,641	4,439	8,965	18,285
DEC	12,850	4,449	-	13,649	4,533	-	-
Total	160,212	66,117	100,424	158,633	64,877	97,813	198,237

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DULUTH AIRLINE STATISTICS
DELTA AIRLINES

MONTH	ENPLANEMENTS			DEPLANEMENTS			TOTAL PASSENGERS			2020/2021 PASS. INCREASE/DECREASE			
	2019	2020	2021	2019	2020	2021	2019	2020	2021	ORIG	%DIFF	TOTAL	%DIFF
JAN	5,402	6,698	3,814	5,053	6,026	3,629	10,455	12,724	7,443	(2,884)	(43.06)	(5,281)	(41.50)
FEB	4,281	6,401	3,916	4,082	6,244	3,890	8,363	12,645	7,806	(2,485)	(38.82)	(4,839)	(38.27)
MAR	7,153	3,973	4,668	7,108	4,777	4,379	14,261	8,750	9,047	695	17.49	297	3.39
APR	6,867	331	4,045	6,882	438	4,396	13,749	769	8,441	3,714	1,122.05	7,672	997.66
MAY	7,035	374	7,106	7,187	377	7,573	14,222	751	14,679	6,732	1,800.00	13,928	1,854.59
JUN	7,542	685	6,589	7,706	680	6,828	15,248	1,365	13,417	5,904	861.90	12,052	882.93
JUL	8,748	2,122	6,788	8,648	2,277	6,823	17,396	4,399	13,611	4,666	219.89	9,212	209.41
AUG	8,673	3,487	7,484	8,437	3,595	7,281	17,110	7,082	14,765	3,997	114.63	7,683	108.49
SEP	8,092	3,941	7,608	7,389	3,908	7,159	15,481	7,849	14,767	3,667	93.05	6,918	88.14
OCT	8,041	3,576	7,483	7,727	3,411	6,721	15,768	6,987	14,204	3,907	109.26	7,217	103.29
NOV	7,409	3,000	7,746	7,427	2,985	7,613	14,836	5,985	15,359	4,746	158.20	9,374	156.62
DEC	6,911	3,029		7,131	3,131		14,042	6,160	-				
TOTAL	86,154	37,617	67,247	84,777	37,849	66,292	170,931	75,466	133,539	32,659	401.33	64,233	393.16

2021 Month	Non Rev	Revenue	2021 Non Rev	Revenue	Total
JAN	150	3,664	163	3,466	7,443
FEB	150	3,766	157	3,733	7,806
MAR	148	4,320	162	4,217	8,847
APR	125	3,920	110	4,286	8,441
MAY	244	6,862	268	7,305	14,679
JUN	199	6,390	157	6,671	13,417
JUL	165	6,623	170	6,653	13,611
AUG	165	7,319	172	7,109	14,765
SEP	191	7,417	177	6,982	14,767
OCT	278	7,205	275	6,446	14,204
NOV	231	7,515	228	7,385	15,359
DEC					
Total	2,046	65,001	2,039	64,253	133,339

DULUTH AIRLINE STATISTICS UNITED AIRLINES

MONTH	ENPLANEMENTS			DEPLANEMENTS			TOTAL PASSENGERS			2020/2021 PASS. INCREASE/DECREASE			
	2019	2020	2021	2019	2020	2021	2019	2020	2021	ORIG	%DIFF	TOTAL	%DIFF
JAN	4,187	4,031	1,369	3,676	3,300	1,048	7,863	7,331	2,417	(2,662)	(66.04)	(4,914)	(67.03)
FEB	4,382	3,850	1,266	4,147	3,678	1,151	8,529	7,528	2,417	(2,584)	(67.12)	(5,111)	(67.89)
MAR	5,345	2,168	2,501	5,016	2,351	2,165	10,361	4,519	4,666	333	15.36	147	3.25
APR	4,562	122	2,713	4,749	128	2,659	9,311	250	5,372	2,591	2,123.77	5,122	2,048.80
MAY	4,851	475	2,413	4,891	261	2,689	9,742	736	5,102	1,938	408.00	4,366	593.21
JUN	5,271	809	2,814	5,653	846	2,770	10,924	1,655	5,584	2,005	247.84	3,929	237.40
JUL	5,109	999	4,990	5,093	1,050	4,968	10,202	2,049	9,958	3,991	399.50	7,909	385.99
AUG	6,041	2,240	5,243	6,209	2,159	4,847	12,250	4,399	10,090	3,003	134.06	5,691	129.37
SEP	5,215	1,723	4,212	4,798	1,758	4,048	10,013	3,481	8,260	2,489	144.46	4,779	137.29
OCT	5,304	2,076	3,802	4,906	1,648	3,584	10,210	3,724	7,386	1,726	83.14	3,662	98.34
NOV	3,345	1,418	1,324	3,159	1,364	1,352	6,504	2,782	2,676	(94)	(6.63)	(106)	(3.81)
DEC	4,095	1,420		4,469	1,402		8,564	2,822	-				
TOTAL	57,707	21,331	32,647	56,766	19,945	31,281	114,473	41,276	63,928	12,736	310.58	25,474	317.72

Month	2021		2021		Total
	Non Rev	Revenue	Non Rev	Revenue	
JAN	55	1,314	46	1,002	2,417
FEB	71	1,195	64	1,087	2,417
MAR	78	2,423	68	2,097	4,666
APR	104	2,609	95	2,564	5,372
MAY	161	2,252	146	2,543	5,102
JUN	99	2,715	81	2,689	5,584
JUL	164	4,826	123	4,845	9,958
AUG	117	5,126	123	4,724	10,090
SEP	103	4,109	110	3,938	8,260
OCT	91	3,711	86	3,498	7,386
NOV	27	1,297	21	1,331	2,676
DEC					
Total	1,070	31,577	963	30,318	63,928

DULUTH AIRLINE STATISTICS CHARTERS

MONTH	ENPLANEMENTS			DEPLANEMENTS			TOTAL PASSENGERS			2020/2021 PASS. INCREASE/DECREASE			
	2019	2020	2021	2019	2020	2021	2019	2020	2021	ORIG	% DIFF	TOTAL	% DIFF
JAN	287	306	-	287	306	-	574	612	-	(306)	(100.00)	(612)	(100.00)
FEB	-	176	32	-	176	32	-	352	64	(144)	(81.82)	(288)	(81.82)
MAR	320	-	35	320	-	35	640	-	70	35	100.00	70	100.00
APR	237	-	-	-	-	-	237	-	-	-	-	-	-
MAY	311	-	-	490	-	-	801	-	-	-	-	-	-
JUN	168	-	-	168	-	-	336	-	-	-	-	-	-
JUL	294	-	-	294	-	-	588	-	-	-	-	-	-
AUG	114	-	-	315	-	-	429	-	-	-	-	-	-
SEP	330	-	-	330	-	-	660	-	-	-	-	-	-
OCT	-	171	213	-	171	173	-	342	386	42	24.56	44	12.87
NOV	300	90	250	300	90	-	600	180	250	160	177.78	70	38.89
DEC	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	2,361	743	530	2,504	743	240	4,865	1,486	770	(213)	10.96	(716)	(2.73)

Month	Endeavor	SUN CO.	JET BLUE	VISION	Hillwood	Allegiant	Total
JAN							-
FEB						64	64
MAR	70						70
APR							-
MAY							-
JUN							-
JUL							-
AUG							-
SEP							-
OCT		346			40		386
NOV		250					250
DEC							-
Total	70	596		-	40	64	770

DLH Cargo Stats

Mountain Air Cargo / Fed Ex			Bemidji Air UPS			Combined Total		Combined Total		Difference	
2021			2021			2021		2020		Increase/(Decrease)	
Month	Freight In	Freight Out	Month	Freight In	Freight Out	Freight In	Freight Out	Freight In	Freight Out	Freight In	Freight Out
January	82,150	46,860	January	35,536	16,593	117,686	63,453	135,483	58,290	(17,797)	5,163
February	67,634	39,061	February	36,473	20,965	104,107	60,026	135,967	58,836	(31,860)	1,190
March	100,376	46,569	March	50,449	24,852	150,825	71,421	142,951	59,937	7,874	11,484
April	119,036	64,834	April	45,976	19,685	165,012	84,519	174,509	85,534	(9,497)	(1,015)
May	131,126	52,951	May	39,518	19,722	170,644	72,673	177,242	79,989	(6,598)	(7,316)
June	121,993	56,469	June	45,261	25,821	167,254	82,290	157,841	63,263	9,413	19,027
July	122,009	60,624	July	50,311	23,070	172,320	83,694	177,782	73,689	(5,462)	10,005
August	113,059	57,265	August	46,171	25,362	159,230	82,627	149,093	70,256	10,137	12,371
September	136,712	62,557	September	36,009	25,692	172,721	88,249	149,564	75,292	23,157	12,957
October	108,688	71,349	October	45,868	22,794	154,556	94,143	148,434	74,170	6,122	19,973
November	110,703	56,572	November	28,160	31,264	138,863	87,836	120,236	70,343	18,627	17,493
December			December			-	-	149,217	91,579		
<u>1,213,486</u> <u>615,111</u>			<u>459,732</u> <u>255,820</u>			<u>1,673,218</u>	<u>870,931</u>	<u>1,818,319</u>	<u>861,178</u>	<u>4,116</u>	<u>101,332</u>