



**DULUTH AIRPORT AUTHORITY  
MEETING AGENDA  
FEBRUARY 15, 2022**

**AMATUZIO CONFERENCE ROOM  
DULUTH INTERNATIONAL AIRPORT**

Click below to access meeting by Microsoft Teams:

<https://duluthairport.com/wp-content/uploads/2022/02/DAA-February-Notice.pdf>

**I \*EXECUTIVE DIRECTORS REVIEW**

Information Letter to DAA Directors.

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

A. Approval of January 18, 2022 Meeting Minutes.

**III \*DAA CASH DISBURSEMENTS**

A. Operating Cash Disbursement Sheets #2, #3 and #4, 2022; Construction Fund Disbursement Sheet #1, 2022, and Operating ACH Payment Register #2, #3, and #4, 2022.

**IV \*CORRESPONDENCE**

- A. January 18, 2022 Letter from Congressman Pete Stauber to U.S. Department of Transportation and the Federal Aviation Administration Regarding the Infrastructure Investment and Jobs Act (IIJA) Considerations to Funding Rules.
- B. Airport News: January 26, 2022 The Dallas Morning News (TNS) “American Airlines Cuts Thousands of Flights in March as Pandemic Hopes Clash with Reality”.
- C. February 1, 2022, E-Mail from Monaco Air Foundation with Summary of January 2022 Activities.
- D. Duluth International Airport Internship Informational Booklet
- E. 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 an Employee Incentive Award for the Above and Beyond Customer Service to Natalie Peterson in the Amount of \$400 Pursuant to the Duluth Airport Authority's Operating Policy #5.
- B. Resolution to Approve and Accept MnDOT Grant Award for the Air Traffic Control Tower (AFTIL) Siting Study between MnDOT and the Duluth Airport Authority.
- C. Resolution to Approve Work Order 2022-2 Between Duluth Airport Authority and Short Elliot Hendrickson, Inc. (SEH, Inc.) for Hangar 101 Environmental Assessment.
- D. Resolution to Approve Work Order 2022-1 Between Duluth Airport Authority and SEH, Inc. for Terminal Building Assessment and Feasibility Study (DYT).
- E. Resolution to Approve Purchase of 2022 GMC 2500HD and 2022 GMC Yukon from Kolar Chevrolet/GMC.
- F. Resolution to Approve the Janitorial Agreement between the Duluth Airport Authority and Kleen-Tech.
- G. Resolution to Approve the Termination of the Vehicle Rental Lease and Concession Agreement Between the Duluth Airport Authority and Overland West Inc. d.b.a. Hertz Rent-A-Car and Write Off of Accounts Receivable Balance of \$10,306.61 Per Operating Policy #23.
- H. Resolution to Approve the Operator Agreement Amendment #13 Between the Duluth Airport Authority and Monaco Air Duluth, LLC.
- I. Resolution to Approve the Finishing Facility Ground Lease Agreement Amendment #2 Between the Duluth Airport Authority and Cirrus Design Corporation.
- J. Resolution to Approve Amendment #1 to the 2020-2022 Agreement Between the Duluth Airport Authority and Local 66 of A.F.S.C.M.E. Minnesota Council 5.
- K. Resolution to Approve 2022-2023 Denver Air Service Grant Funding Agreement By and Between the Duluth Airport Authority and City of Duluth.
- L. \*Draft December 2021 Financial Reports.
- M. \*January 2022 Accounts Receivables.
- N. \*January 2022 Airline & Cargo 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).**