



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

**AMATUZIO CONFERENCE ROOM
DULUTH INTERNATIONAL AIRPORT**

Click below to access meeting by Microsoft Teams:

<https://duluthairport.com/wp-content/uploads/2022/03/3-DAA-March-Notice.pdf>

I *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors.

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

A. Approval of February 15, 2022 Meeting Minutes.

III *DAA CASH DISBURSEMENTS

A. Operating Cash Disbursement Sheets #5, and #6 2022; Operating ACH Payment Registers #5, #6 and #7, 2022; Construction Fund Disbursement Sheet #2, 2022; Construction ACH Register #1, 2022.

IV *CORRESPONDENCE

- A. Airport News: February 18, 2022 DAA News Release “Duluth International Airport to Host Precheck Pop-Up Event” March and March 2, 2022 DNT Article “ Biden Arrives in Duluth Aboard Air Force One”.
- B. March 2, 2022, E-Mail from Monaco Air Foundation with Summary of February 2022 Activities.
- C. 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 Employee Incentive Awards for Above and Beyond Outstanding Performances to Amanda McDonald, Dan Taylor, and Matt Johnson in the Amount of \$600 Pursuant to the Duluth Airport Authority's Operating Policy #5.
- B. Resolution to Approve Work Order 2022-3 Between Duluth Airport Authority and SEH, Inc. for Runway 3-21 Lighting and Signage Upgrade Construction Administration.
- C. Resolution to Accept and Award Construction Contract for the Runway 3-21 Lighting and Signage Upgrade Project to PEC Solutions LLC for \$559,184.00.
- D. Resolution to Approve the Terminal Office Lease Agreement Between the Duluth Airport Authority and Kleen-Tech Services, LLC.
- E. Resolution Authorizing an Agreement to Insure Certain Duluth Airport Authority Property and Equipment Under the City of Duluth's Property and Boiler Insurance Policies.
- F. Resolution to Approve CFC Use for Payment of Remaining Unpaid 2020 Minimum Annual Guarantees for Rental Car Agencies as Set Forth in Exhibit A.
- G. *January 2022 Financial Reports.
- H. *February 2022 Accounts Receivables.
- I. *February 2022 Airline, Cargo Statistics & January 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).