



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA SEPTEMBER 19, 2023

AMATUZIO CONFERENCE ROOM DULUTH INTERNATIONAL AIRPORT

I. *EXECUTIVE DIRECTORS REVIEW

Information Letter to DAA Directors.

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

A. Approval of August 15, 2023, Meeting Minutes.

III. *DAA CASH DISBURSEMENTS

A. Operating Check Register Sheets #22 - 24 of 2023; Operating ACH Payment Registers #22 - #25 of 2023; Construction ACH Register #7 of 2023.

IV. *CORRESPONDENCE

A. DLH Construction Newsletter:

- a. Dated August 11, 2023.
- b. Dated August 18, 2023.
- c. Dated August 25, 2023.
- d. Dated September 1, 2023.
- e. Dated September 8, 2023.

B. August 2, 2023: Letter from the President/Founder of the Duluth Airshow.

C. Tenant and Airfield User Notice, August 11, 2023: Cirrus Aircraft Innovation Center – Move project.

D. August 22, 2023: Focus: US airline pilots fight their unions to increase retirement age.

E. August 25, 2023: Giant Voices lands DAA account. Business North.

F. August 30, 2023: Sky Harbor Airport to receive \$3.7 million upgrade. Business North.

G. August 30, 2023: DAA breaks ground on new airport terminal at Park Point. Northern News Now.

H. August 30, 2023: New Airport Terminal Announced for Sky Harbor. Fox 21 Online.

I. August 30, 2023: Sky Harbor Regional Airport to undergo \$2.45 million project. WDIO.

J. August 31, 2023: Sky Harbor Airport plans ascent with new, modern facilities. Duluth News Tribute.

K. E-Mail from Monaco Air Foundation with Summary of August 2023 Activities; September 2, 2023.

L. September 2023: Ground broken for five-bay airport hanger. Business North.

M. September 2023: Newsmakers. Business North.



V. OPPORTUNITY FOR PERSONS TO BE HEARD

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- A. Resolution to Approve Employee Incentive Awards for Jana Kayser and Joelle Bodin in the Amount of \$1500 Each in Accordance With Operating Policy #5
- B. Resolution to Approve Terminal Office Space Lease Agreement between the Duluth Airport Authority and Short Elliot Hendrickson, Inc.
- C. Resolution to Approve Concession Agreement between the Duluth Airport Authority and Smarte Carte, Inc.
- D. Resolution to Approve the Updated Duluth Airport Authority Bylaws
- E. *July 2023 Financial Reports
- F. *September 2023 Accounts Receivable
- G. *August 2023 Airline Statistics, Landline Statistics

VIII. DIRECTOR'S 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).