



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA NOVEMBER 21, 2023

AMATUZIO CONFERENCE ROOM DULUTH INTERNATIONAL AIRPORT

I. *EXECUTIVE DIRECTOR'S REVIEW

- A. Information Letter to DAA Directors

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

- A. Approval of October 17, 2023 Meeting Minutes

III. DAA CASH DISBURSEMENTS

- A. Operating Check Register Sheets #27-30 of 2023; Operating ACH Payment Register #30-34 of 2023; Construction ACH Register #09 of 2023.

IV. CORRESPONDENCE

- A. DLH Construction Newsletter:
 - i. Dated October 13, 2023.
 - ii. Dated October 20, 2023.
 - iii. Dated October 27, 2023.
 - iv. Dated November 3, 2023.
 - v. Dated November 10, 2023.
- B. DYT Construction Newsletter:
 - i. Dated October 13, 2023.
 - ii. Dated October 20, 2023.
 - iii. Dated November 3, 2023.
- C. October 2023: Celebrating Process. Duluth Chamber Xpress.
- D. October 17, 2023: Direct Duluth to Florida Air Service To Return. KTCO.
- E. October 22, 2023: DLH: Direct Flights To Phoenix Not Returning, But Nonstop To Fort Myers Will. Fox21.
- F. October 22, 2023: Sun Country flights from Duluth to Fort Myers returning in 2024. Duluth News Tribune.
- G. October 23, 2023: Sun Country's Duluth to Fort Myers flights set to resume. WDIO.
- H. October 24, 2023: Direct flights from DLH to Fort Myers returns this winter. Northern News Now.
- I. October 24, 2023: Duluth Airport Prepares for Fort Myers Return, Control Tower Replacement. Fox21.
- J. November 1, 2023: October 2023 Monaco Air Foundation Report.
- K. November 1, 2023: Hermantown Hydraulics notice of termination of lease.
- L. November 3, 2023: DLH ATCT Project Update letter to Senator Hauschild.



- M. November 3, 2023: DLH ATCT Project Update letter to Representative Kozlowski.
- N. November 3, 2023: DLH ATCT Project Update letter to Senator McEwen.
- O. November 3, 2023: DLH ATCT Project Update letter to Representative Olson.
- P. November 3, 2023: DLH ATCT Project Update letter to Representative Zeleznikar.
- Q. November 8, 2023: Notice of Environmental Assessment. Construction of an Airport-owned Air Traffic Control Tower and Enabling Projects.
- R. November 8, 2023: American Airlines Dangles \$250,000 Bonuses to Poach FedEx and UPS Pilots. WSJ.

V. OPPORTUNITY FOR PERSONS TO BE HEARD

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- A. Resolution to Approve Employee Incentive Awards for Mark Papko in the Amount of \$2500 in Accordance with Operating Policy #5.
- B. Resolution to Approve the 2024 Capital Improvement Plan for Duluth International Airport and Sky Harbor Airport.
- C. Resolution to Approve Work Order 2023 – 2 between the Duluth Airport Authority and EXP, Inc. for the Design of a New Air Traffic Control Tower.
- D. Resolution to Approve Work Order 2023 – 17 between the Duluth Airport Authority and Short Elliot Hendrickson, Inc. for the Design/Demolition of Hermantown Hydraulics.
- E. Resolution to Approve Amendment #1 to Work Order 2023-10 between Short Elliot Hendrickson, Inc. and the Duluth Airport Authority for the Design and Construction Administration of the Hangar 1 Rehabilitation – (Phase 1) at the Sky Harbor Airport.
- F. Resolution to Approve the Third Amendment to Operator Agreement and Office Space Lease Agreement by and Between Duluth Airport Authority and Lake Superior Helicopters.
- G. Resolution to Approve the 2024 Rates and Charges Addendum for DLH.
- H. Resolution to Approve the 2024 Rates and Charges Addendum for DYT.
- I. Resolution to Approve the Duluth Airport Authority 2024 Annual Budget.
- J. *September 2023 Financial Reports
- K. *November 2023 Accounts Receivable
- L. *October 2023 Airline Statistics, Landline Statistics

VIII. DIRECTOR'S REPORTS

Items annotated by an asterisk (*) 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).