



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA DECEMBER 19, 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 November 21, 2023 Meeting Minutes

III. DAA CASH DISBURSEMENTS

- A. Operating Check Register Sheets #31-33 of 2023; Operating ACH Payment Register #35-38 of 2023; Construction ACH Register #10-11 of 2023.

IV. CORRESPONDENCE

- A. DLH Construction Newsletter:
 - i. Dated November 17, 2023.
- B. DYT Construction Newsletter:
 - i. Dated November 17, 2023.
- C. November 30, 2023: SCASD Denver Grant Update.
- D. December 1, 2023: November 2023 Monaco Air Foundation Report.

V. OPPORTUNITY FOR PERSONS TO BE HEARD

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- A. Resolution Supporting the Use of Project Labor Agreements as a Part of the Duluth International Airport's Air Traffic Control Tower Construction Project.
- B. Resolution to Approve the Duluth Air & Aviation Expo Air Show and Exhibition Agreement Between the Duluth Airport Authority and Kernz & Kompany.
- C. Resolution to Approve Payment in the amount of \$77,950 to the City of Duluth for the 2024 Cost Allocation Fee.
- D. 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



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- 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.
- E. Regular Meeting Reopened to the Public Pursuant to Minnesota Statutes Chapter 13D.
 - F. Summary of Year 2023 Performance Evaluation of Executive Director.
 - G. Resolution Authorizing an Annual Salary Compensation of _____ and a One-Time Incentive Payment of _____ to Executive Director Thomas J. Werner Pursuant to Employment Contract.
 - H. Resolution to Approve Executive Director's 2024 Work Plan
 - I. *October 2023 Financial Reports
 - J. *December 2023 Accounts Receivable
 - K. *November 2023 Airline 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).