



DULUTH AIRPORT AUTHORITY

NOTICE OF THE DULUTH AIRPORT AUTHORITY

BOARD MEETING

PURSUANT TO MINN. STAT. § 13D.02

NOTICE IS HEREBY GIVEN Duluth Airport Authority will hold its *regular* meeting on **Tuesday, January 16th, 2024 at 8:00 a.m.** in the Amatuzio Conference Room, Third Floor, in the Duluth International Airport Terminal Building, 4701 Grinden Drive, Duluth, MN 55811

Members of the public may monitor the meeting by clicking below to access the meeting by Microsoft Teams: "Microsoft Teams Meeting" (information below).

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 249 336 734 244

Passcode: ihi3nk

[Download Teams](#) | [Join on the web](#)

The public may express their comments for consideration by the Duluth Airport Authority prior to the meeting by email or in writing to daa@duluthairport.com or to Duluth Airport Authority, 4701 Grinden Drive, Duluth, MN 55811.



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA JANUARY 16, 2024

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 December 19, 2023 Meeting Minutes

III. DAA CASH DISBURSEMENTS

- A. Operating Check Register Sheets #34 of 2023 and #1 of 2024; Operating ACH Payment Register #39-40 of 2023 and #1 of 2024; Construction ACH Register #12 of 2023.

IV. CORRESPONDENCE

- A. DLH Construction Newsletter:
 - i. Dated December 22, 2023.
- B. DYT Construction Newsletter:
 - i. Dated December 21, 2023.
- C. December 21, 2023: Duluth International Airport Ready for Christmas Travelers. Fox21.
- D. December 23, 2023: Flight cancellations impacting travelers out of Duluth Saturday. Northern News Now.
- E. December 23, 2023: Thick fog caused flight cancellations at Duluth International Airport. WDIO.
- F. December 31, 2023: December 2023 Monaco Air Foundation Report.
- G. January 5, 2024: Letter of support for RAISE Grant Funding Application for Rice Lake Rd Corridor Project.
- H. January 8, 2024: Letter to Senate Committee on Commerce, Science, and Transportation to raise pilot retirement age.
- I. January 8, 2024: Airlines Signal Change in Post-Pandemic Travel Patterns. Blue Sky PIT News.
- J. January 8, 2024: Crews work hard so flights from Duluth International Airport stay on time. Northern News Now.

V. OPPORTUNITY FOR PERSONS TO BE HEARD



DULUTH AIRPORT AUTHORITY

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- A. Resolution to Approve the Duluth Airport Authority's Nomination for the Board of Adjustment of the Duluth International Airport Joint Airport Zoning Board.
- B. Resolution to Approve the Updated 2024 Rates and Charges Addendum for DLH to Include the New Ranch Hangars at 4825 Airport Road.
- C. *November 2023 Financial Reports
- D. *January 2024 Accounts Receivable
- E. *December 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).



I. Executive Director's Review

DULUTH AIRPORT AUTHORITY

DATE: January 16, 2024
TO: Duluth Airport Authority Board of Directors
FROM: Executive Director
SUBJECT: Executive Director's Review

The following items will be discussed during the Executive Director's Review. If action is required of the DAA on any of these items, they will also appear on the agenda. If you have questions or desire additional information, please contact me and I will provide it at the DAA meeting.

AIR SERVICE

- Passenger statistics will be presented at the meeting.

OPERATIONS/CONSTRUCTION/PLANNING

- Planning:
 - New Air Traffic Control Tower (ATCT) Update
 - Construction Manager at Risk RFP Update
- Construction:
- Operations and Maintenance:
- Sky Harbor:
 - New Sky Harbor Airport Terminal Update
 - New Snow Removal Equipment Building Update

BUSINESS/PROPERTY DEVELOPMENT

- Project Updates

FINANCIAL UPDATE

- ESST Update

MARKETING/COMMUNICATIONS

- Duluth and St. Louis County Days
- Sun Country Relaunch

LEGISLATIVE UPDATE

- NSR

PRESENTATIONS/TOURS/TRAVEL RECAP

- NSR

OTHER

- City of Duluth Approval of Property and Sponsorship Transfer Update



DULUTH AIRPORT AUTHORITY

Submitted by,

Tom Werner, A.A.E.
Executive Director



II. Prior Meeting Minutes

DULUTH AIRPORT AUTHORITY

Duluth Airport Authority

Meeting Minutes

December 19, 2023

MEETING LOCATION: Amatuzio Conference Room, Duluth International Airport

DIRECTORS PRESENT: Kim Maki
Kevin O'Brien
Jeff Anderson
Elissa Hansen
Dan Markham
Michael Henderson
Jason Crawford

OTHERS PRESENT: Tom Werner, DAA Executive Director
Mark Papko, DAA Dir. of Operations
Jana Kayser, DAA Dir. of Business Development
Joelle Bodin, DAA Dir. of Finance and Administration
Natalie Baker, DAA Dir. of Marketing and Communications
Jenny Delnay, DAA Administrative Coordinator
Robb Enslin, Duluth City Attorney
Jack Carlson, Duluth Building and Construction Trades Council
Eric Monson, Lake Superior Helicopters
Don Monaco, Monaco Air Duluth
Kaci Nowicki, SEH
Scott Sannes, SEH
Shawn McMahan, SEH

OTHERS PARTICIPATING VIA ELECTRONIC MEANS:
Kathy Leon, DAA Confidential Bookkeeper
Dante Tomassoni, Cirrus
James Gibson, Cirrus
Paul Huston, HNTB
Adinda Van Espen, SEH
Matthew Stewart, SEH

CALL TO ORDER: Dir. Maki called the DAA board meeting to order at 8:00 a.m.

Dir. Maki presented Mr. Werner with a plaque for his AAE certification. She commended Mr. Werner on this achievement and recognized all his hard work and dedication to the Duluth International Airport.

Dir. Maki invited Mr. Tom Werner to provide the Executive Director's Review

I. *EXECUTIVE DIRECTOR'S REVIEW

- A. **Air Service:** Mr. Werner provided an update on the current air service with a presentation.
- Mr. Werner started that overall, 2023 was pretty comparable to 2022 and is expected to be about the same for 2024 and will be largely based on seats available on the market.



DULUTH AIRPORT AUTHORITY

- Mr. Werner noted that Year to Date enplanements are up from last year. The market is currently coming off the summer peak season and United is down to 2 flights per day. The Fort Myers route will be returning February thru April this year. Mr. Werner also shared that there is an estimated decrease of 1,000 air traffic controllers.
- Mr. Werner said his recent meeting with United went well. They will be looking to add capacity as their pilot numbers stabilize. They anticipate going back up to 3 daily flights next summer and possibly up to 4 flights per day August-October with additional flights to accommodate Great Lakes Cruising. They are also phasing out their 50 seat planes for 70 seat planes.

B. **Operations/Construction/Planning:** Mr. Papko provided the following updates:

- The Joint Airport Zoning Board's (JAZB) Board of Adjustment includes a representative appointed by the DAA Board of Directors. Mr. Papko shared that he will be looking for a nomination from the Board in January to fill that position in preparation for a variance request that will likely be presented to JAZB for the new Air Traffic Control Tower.
- Sky Harbor construction is continuing to move along nicely with the favorable weather and is hitting the expected timelines. The SRE project is wrapped up for the winter.
- The Air Traffic Control Tower preliminary site layout was presented. The current plan accommodates all requirements laid out by the FAA. This design can handle 90 inches of snow without hauling to a secondary location.

C. **Business/Property Development:** Ms. Kayser provided an update on the following:

- The Ranch Hangar projects are continuing, and Ms. Kayser shared recent photographs of the site. They are on track for a February completion to allow for Tenants to move in March 1st. There are no major issues with this project now.
- The RFP for NBDP and Midfield Hangars are in progress.
- Ms. Kayser had hoped the Car Rental Contract would be before the board today, however negotiations are still ongoing. There is a month-to-month provision in the contract. The new contract will come before the board in January.
- Dir. Anderson asked for clarification on the completion timeline for the Ranch Hangars and the process for selecting Tenants.
 - Ms. Kayser stated it is difficult to pinpoint a specific date with weather considerations but planning on mid-February completion date for a March 1st Tenant move in date. Ms. Kayser shared there is a lottery planned for any interested current tenants, then will move through the waiting list. The oldest name on the waiting list is from 2017 so, especially with the press surrounding this project, Ms. Kayser does not anticipate any issue in renting out all the hangar space.

D. **Financial Update:** Ms. Bodin provided an update on the following:

- ADK Compensation Survey Update: ADK is currently working on the study and are expected to have results back in early March.
- Staffing Update: Ms. Bodin shared that there is an employee on leave and the temporary (up to 12 months) position has been filled and will start in early 2024. In addition, the Financial Technician has resigned, so Ms. Delnay has been shadowing that role for potential growth.
- Storm Water Utility Update: After noticing a significant increase in these bills, Ms. Bodin has been working with the City to have lease lines so utilities can be assigned to those



DULUTH AIRPORT AUTHORITY

who are leasing the buildings. In addition, they are working on recommending changes to the City Code.

- Ms. Bodin shared that the 2024 Budget Presentation to the City Council on Monday December 11th went well and was unanimously adopted.

E. **Marketing/Communications:** Ms. Baker had nothing to report.

F. **Legislative Update:** Mr. Werner provided an update on the following:

- **State PFAS Transition Workgroup Meeting Recap:** Mr. Werner shared that this group is still in early stages, but has outlined its priorities, including decontamination of equipment and storage/disposal of PFAS. Current guidance shows that there will not be a way to decontaminate the current equipment, so will need to treat fluorine-free foam as if it were contaminated. This group is pushing for the state to set up a takeback program and funding for new equipment.
- **FAA Releases a New Air Carrier Incentive Program:** Mr. Werner shared that the DAA is reviewing these new requirements and will likely change the air carrier incentives at DLH moving forward. Mr. Werner stated there likely will be a new incentive program for the board to approve coming soon to remain compliant with these rules.

G. **Presentations/Tours/Travel Recap:**

- NSR

H. **Other:**

- Mr. Werner invited Mr. Don Monaco, President of the Monaco Air Foundation to share about the Monaco Air Foundation Merger with the Duluth Area Chamber Foundation.
 - Mr. Monaco stated that this merger is planned for the end of December. The Monaco Air Foundation was created in 2007 to support the aviation community. It is a 501(c)3 organization as a support organization to the DAA. There are IRS requirements to report back to the DAA Board, hence the monthly communications on Monaco Air Foundation activities.
 - Previous projects that the Foundation has helped with is bringing United Service to Chicago, F16 static display, Honor Flight (before they became a separate organization), Airport Tours with high schools and other groups and it is currently working with local high school students to bring aviation into their education.
 - There are some remaining funds, which will be transferred to the Chamber Foundation, since the two organizations have very similar goals.
 - Mr. Werner thanked Mr. Monaco for his years of leadership and the foundation for their continued support of the Duluth Airport.

- Dir. Maki thanked everyone for their reviews and moved to item II of the agenda.

II. ***APPROVAL OF PREVIOUS MEETING MINUTES & OTHER CONSENT AGENDA ITEMS AS INDICATED BY *:**

A. Approval of November 21, 2023 Meeting Minutes

- Motion: Dir. O'Brien
- Second: Dir. Henderson
- Abstain: None



DULUTH AIRPORT AUTHORITY

- Result: This resolution was adopted unanimously

III. *DAA CASH DISBURSEMENTS

- A. Operating Check Register Sheets #31-33 of 2023; Operating ACH Payment Register #35-38 of 2023; Construction ACH Register #10-119 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

- A. Mr. Jack Carlson signed up to be heard, but noted he would wait to speak until Resolution A.

VI. OLD BUSINESS

- A. 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.
 - Mr. Werner stated that the Air Traffic Control Tower will be the largest building project since the Terminal, and he is excited for this project to get underway. He noted that we cannot do this project without the skill trade labor in our community. Mr. Werner introduced Mr. Jack Carlson, President of the Duluth Building and Construction Trades Council, to speak regarding Project Labor Agreements.
 - Mr. Carlson shared that he is looking forward to keeping this relationship moving forward to help the DAA get projects built. He stated that a Project Labor Agreement (PLA) is a valuable tool for project owners and helps smooth transitions between contractors and handle any issues ahead of time.
 - Mr. Carlson also shared that they have many lobbyists connected with them and their 17 affiliates. By pooling these resources, it helps with projects to be heard at the capital.
 - Mr. Carlson pointed out that one of the ideals of the PLA is that the workers are local, so those on the worksite will be the same individuals living in the community and spend their money in this community.
 - Dir. Maki entertained questions or a motion.
 - Motion: Dir. Hansen
 - Second: Dir. Henderson
 - Abstain: None
 - Dir. Anderson shared that this is a great step for the Authority on these projects. He has seen over the years how the PLAs work and contribute towards the success of projects. Dir. Anderson is particularly excited for the lobbyists to talk on behalf of this project.
 - Dir. Maki echoed Dir. Anderson's statements. She has also worked with many PLAs for years and it results in efficient and good projects that are



DULUTH AIRPORT AUTHORITY

- done on time and to great standards. She appreciated the local workers doing the work on this project and expressed excitement to support this resolution and continuing this relationship.
- Result: This resolution was adopted unanimously.
- B. Resolution to Approve the Duluth Air & Aviation Expo Air Show and Exhibition Agreement Between the Duluth Airport Authority and Kernz & Kompany.
- Ms. Kayser stated that the current airshow agreement covers the airshow in 2024, but they typically work 2 years in advance to secure acts/dates. This agreement will start in 2025 for one year, with two additional years built into the contract. Ms. Kayser noted that this is very similar to previous agreements but has some built-in flexibility for construction projects. The Fee Structure is the same as previous contracts and includes an escalator for union wage increases. Ms. Kayser noted that it was an easy negotiation process and is excited to keep the air show at DLH moving forward.
 - Dir. Anderson expressed his gratitude for DAA admin staff and Mr. Welch's crew for the work that goes into the Air Show. He noted that it is impressive to hold the Air Show while also balancing the construction projects and encouraged everyone to attend.
 - Dir. Maki entertained questions or a motion.
 - Motion: Dir. Crawford
 - Second: Dir. Henderson
 - Abstain: None
 - Result: This resolution was adopted unanimously.
- C. Resolution to Approve Payment in the amount of \$77,950 to the City of Duluth for the 2024 Cost Allocation Fee.
- Mr. Bodin shared that this payment includes all the services that the City provides, including HR and Legal Services. This dollar amount requires board approval per Policy.
 - Dir. O'Brien asked if there was a breakdown of these fees.
 - Ms. Bodin confirmed she has a breakdown, and the amount is similar to last year.
 - Dir. Maki entertained questions or a motion.
 - Motion: Dir. O'Brien
 - Second: Dir. Markham
 - Abstain: None
 - Result: This resolution was adopted unanimously.
- 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 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.
- Dir. Maki entertained questions or a motion.
 - Motion: Dir. Hansen
 - Second: Dir. O'Brien
 - Abstain: None
 - Result: This resolution was adopted unanimously.
 - The Meeting was closed at 8:42 a.m.
- E. Regular Meeting Reopened to the Public Pursuant to Minnesota Statutes Chapter 13D.
- Dir. Maki entertained questions or a motion.



DULUTH AIRPORT AUTHORITY

- Motion: Dir. Markham
- Second: Dir. Hansen
- Abstain: None
- Result: This resolution was adopted unanimously.
 - The Meeting was reopened to the public at 9:05 a.m.

F. Summary of Year 2023 Performance Evaluation of Executive Director.

- Dir. Maki shared that the Board agreed that Mr. Werner's performance has been exceptional. She is grateful for Mr. Werner's work in managing finances, developing key airport staff, and being proactive about where the airport is going. Dir. Maki provided Mr. Werner a copy of the Board's responses.
- Dir. Anderson noted that the board management by Mr. Werner, including his intentional efforts to build relationships and communication, has been the best interactions he has experienced on any board.

G. Resolution Authorizing an Annual Salary Compensation of \$142,884, a Car Allowance of \$5,000 and a One-Time Incentive Payment of \$10,000 to Executive Director Thomas J. Werner Pursuant to Employment Contract.

- Dir. Maki stated that the Board would like to recognize Mr. Werner's hard work, but also looks forward to the results of the Compensation Study that is currently pending and may make additional changes based on those results. At this time, the Board is recommending a 4% increase in Mr. Werner's annual salary based on CIP, in addition to a one-time incentive of \$10,000 and the car allowance of \$5,000.
- Dir. Maki entertained questions or a motion.
 - Motion: Dir. O'Brien
 - Second: Dir. Crawford
 - Abstain: None
 - Result: This resolution was adopted unanimously.

H. Resolution to Approve Executive Director's 2024 Work Plan

- Mr. Werner stated that his Work Plan was included in the board packet and is aligned with the strategic plan and is looking forward to the big projects to come.
- Dir. Maki entertained questions or a motion.
 - Motion: Dir. Henderson
 - Second: Dir. Hansen
 - Abstain: None
 - Dir. Maki commented that Mr. Werner's priorities show where the organization is heading.
 - Result: This resolution was adopted unanimously.

I. *October 2023 Financial Reports

J. *December 2023 Accounts Receivable

K. *November 2023 Airline Statistics

VIII. DIRECTOR'S REPORTS

A. None

ADJOURN: The meeting was adjourned at 9:11 a.m.



DULUTH AIRPORT AUTHORITY

Respectfully submitted,

Jenny Delnay
Administrative Coordinator

Tom
Werner

Digitally signed by
Tom Werner
Date: 2023.12.19
14:52:17 -06'00'

Approved: _____
DAA Executive Director

III. Cash Disbursements


Duluth Airport Authority DAA Operating Check Register #34-2023 December 15, 2023

Document Number From 12017 through 12025

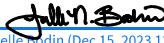
Document Number	Date	Transaction Type	Payee	Amount
12017	12/15/2023	BILLPMT	Baker, Natalie	\$60.00
12018	12/15/2023	BILLPMT	City Of Duluth Comfort Systems	\$19,245.01
12019	12/15/2023	BILLPMT	Engelmeier, Roger	\$175.00
12020	12/15/2023	BILLPMT	Essentia Health	\$781.00
12021	12/15/2023	BILLPMT	Kwik Trip	\$70.21
12022	12/15/2023	BILLPMT	MediaUSA Advertising Inc	\$250.00
12023	12/15/2023	BILLPMT	MNDOT Office of Aeronautics	\$40.00
12024	12/15/2023	BILLPMT	SFM	\$8,506.00
12025	12/15/2023	BILLPMT	Taylor, Dan	\$60.00
Total				\$29,187.22



Airport Director



City Treasury




Joelle Bodin (Dec 15, 2023 12:36 CST)

Finance Director


Tom Werner

Executive Director



Kim Maki (Dec 15, 2023 14:05 CST)

Board President



Jos Bailey (Dec 18, 2023 08:05 CST)

City Treasury












Operating Check Register #34-2023


Final Audit Report

2023-12-18

Created:	2023-12-15
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFZN4JC0HVgWmB4njNs_cNfXbLhE9CHg9

"Operating Check Register #34-2023" History


-  Document created by Kathy Leon (kleon@duluthairport.com)
2023-12-15 - 3:28:25 PM GMT- IP address: 24.251.246.173
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2023-12-15 - 3:30:04 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2023-12-15 - 6:35:52 PM GMT- IP address: 174.213.248.103
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2023-12-15 - 6:36:10 PM GMT - Time Source: server- IP address: 174.213.248.103
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2023-12-15 - 6:36:11 PM GMT
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2023-12-15 - 6:36:55 PM GMT- IP address: 67.3.26.48
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2023-12-15 - 6:37:35 PM GMT - Time Source: server- IP address: 67.3.26.48
-  Document emailed to makik@stlouiscountymn.gov for signature
2023-12-15 - 6:37:36 PM GMT
-  Email viewed by makik@stlouiscountymn.gov
2023-12-15 - 8:05:29 PM GMT- IP address: 207.171.103.126
-  Signer makik@stlouiscountymn.gov entered name at signing as Kim Maki
2023-12-15 - 8:05:47 PM GMT- IP address: 207.171.103.126
-  Document e-signed by Kim Maki (makik@stlouiscountymn.gov)
Signature Date: 2023-12-15 - 8:05:49 PM GMT - Time Source: server- IP address: 207.171.103.126

 Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature

2023-12-15 - 8:05:50 PM GMT

 Email viewed by Josh Bailey (jbailey@duluthmn.gov)

2023-12-18 - 2:05:24 PM GMT- IP address: 156.99.162.253

 Document e-signed by Josh Bailey (jbailey@duluthmn.gov)

Signature Date: 2023-12-18 - 2:05:34 PM GMT - Time Source: server- IP address: 156.99.162.253

 Agreement completed.

2023-12-18 - 2:05:34 PM GMT

Duluth Airport Authority
DAA Operating Check Register #1-2024
January 5, 2024



Document Number From 12026 through 12038


Document Number	Date	Transaction Type	Payee	Amount
12026	1/5/2024	BILLPMT	AT&T Mobility	\$323.30
12027	1/5/2024	CHK	Citi Cards	\$4,169.41
12028	1/5/2024	BILLPMT	City Of Duluth Comfort Systems	\$835.68
12029	1/5/2024	BILLPMT	City Of Duluth, Minnesota	\$77,950.00
12030	1/5/2024	BILLPMT	Curtis Oil & Propane	\$346.14
12031	1/5/2024	BILLPMT	Flight Light INC.	\$296.68
12032	1/5/2024	BILLPMT	NAPA Auto Parts	\$147.62
12033	1/5/2024	BILLPMT	Nextera Communications	\$1,244.61
12034	1/5/2024	BILLPMT	Northern Tool & Equipment	\$277.98
12035	1/5/2024	BILLPMT	NorthStar Ford	\$889.68
12036	1/5/2024	BILLPMT	Taylor, Dan	\$252.27
12037	1/5/2024	BILLPMT	United States Postal Service	\$300.00
12038	1/5/2024	CHK	WF Bus Payment Processing - Tom	\$3,616.63
Total				\$90,650.00



 Airport Director



 City Treasury




 Joelle Bodin (Jan 5, 2024 13:38 CST)
 Finance Director

Tom Werner

 Executive Director



 Kim Maki (Jan 5, 2024 15:43 CST)
 Board President



 Jos Bailey (Jan 8, 2024 08:07 CST)
 City Treasury












Operating Check Register #1-2024


Final Audit Report

2024-01-08

Created:	2024-01-05
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAApQwJtykpbcip1bFZZwivgF9vvzMEorYW

"Operating Check Register #1-2024" History


-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-01-05 - 7:32:09 PM GMT- IP address: 205.149.151.193
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-01-05 - 7:33:26 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-01-05 - 7:37:51 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-01-05 - 7:38:04 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-01-05 - 7:38:05 PM GMT
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2024-01-05 - 8:24:46 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2024-01-05 - 8:25:02 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to makik@stlouiscountymn.gov for signature
2024-01-05 - 8:25:03 PM GMT
-  Email viewed by makik@stlouiscountymn.gov
2024-01-05 - 9:43:20 PM GMT- IP address: 207.171.103.126
-  Signer makik@stlouiscountymn.gov entered name at signing as Kim Maki
2024-01-05 - 9:43:34 PM GMT- IP address: 207.171.103.126
-  Document e-signed by Kim Maki (makik@stlouiscountymn.gov)
Signature Date: 2024-01-05 - 9:43:36 PM GMT - Time Source: server- IP address: 207.171.103.126

 Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature

2024-01-05 - 9:43:38 PM GMT

 Email viewed by Josh Bailey (jbailey@duluthmn.gov)

2024-01-08 - 2:07:40 PM GMT- IP address: 156.99.162.253

 Document e-signed by Josh Bailey (jbailey@duluthmn.gov)

Signature Date: 2024-01-08 - 2:07:50 PM GMT - Time Source: server- IP address: 156.99.162.253

 Agreement completed.

2024-01-08 - 2:07:50 PM GMT

**DAA Operating ACH Payment Register #39-2023
December 15, 2023**

Confirmation #3480044

Document Number	Date	Transaction Type	Payee	Amount
00000107/1	12/15/2023	BILLPMT	Am Association Of Airport Executives	\$275.00
00000107/10	12/15/2023	BILLPMT	Inter City Oil (ICO)	\$102.37
00000107/11	12/15/2023	BILLPMT	Jamar Company	\$1,102.85
00000107/12	12/15/2023	BILLPMT	Jamar Company	\$7,675.00
00000107/13	12/15/2023	BILLPMT	Kayser, Jana	\$60.00
00000107/14	12/15/2023	BILLPMT	Kleen-Tech	\$21,621.00
00000107/15	12/15/2023	BILLPMT	Leon, Kathy	\$60.00
00000107/16	12/15/2023	BILLPMT	Menards - Hermantown	\$76.52
00000107/17	12/15/2023	BILLPMT	Metro Sales, Inc.	\$54.25
00000107/18	12/15/2023	BILLPMT	Oakwells CR LLC	\$160.48
00000107/19	12/15/2023	BILLPMT	Oakwells CR LLC	\$10.35
00000107/2	12/15/2023	BILLPMT	Apex	\$1,250.00
00000107/20	12/15/2023	BILLPMT	Papko, Mark	\$60.00
00000107/21	12/15/2023	BILLPMT	Sinnott, Paul	\$60.00
00000107/22	12/15/2023	BILLPMT	Snell, Matthew J	\$60.00
00000107/23	12/15/2023	BILLPMT	Twin Ports Paper Supply, Inc	\$49.65
00000107/24	12/15/2023	BILLPMT	Welch, Ryan	\$60.00
00000107/25	12/15/2023	BILLPMT	Werner, Thomas	\$60.00
00000107/26	12/15/2023	BILLPMT	Windcave Inc.	\$272.20
00000107/3	12/15/2023	BILLPMT	Bodin, Joelle	\$60.00
00000107/4	12/15/2023	BILLPMT	Century Link	\$72.00
00000107/5	12/15/2023	BILLPMT	Century Link	\$72.00
00000107/6	12/15/2023	BILLPMT	Durfee, Tristan	\$60.00
00000107/7	12/15/2023	BILLPMT	Durfee, Tristan	\$812.41
00000107/8	12/15/2023	BILLPMT	ESC Systems	\$294.00
00000107/9	12/15/2023	BILLPMT	Graves, John	\$60.00


Total \$34,500.08



Airport Director



City Treasury


Joelle Bodin (Dec 15, 2023 12:35 CST)

Finance Director

Tom Werner

Executive Director


Kim Maki (Dec 22, 2023 10:01 CST)

Board President


Jos Bailey (Dec 22, 2023 10:03 CST)

City Treasury












Operating ACH Payment Register #39-2023


Final Audit Report

2023-12-22

Created:	2023-12-15
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA4RURWj-SXf4EzQZgDinh3fZ7g_Djz4bA

"Operating ACH Payment Register #39-2023" History


-  Document created by Kathy Leon (kleon@duluthairport.com)
2023-12-15 - 3:42:34 PM GMT- IP address: 24.251.246.173
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2023-12-15 - 3:44:55 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2023-12-15 - 6:34:44 PM GMT- IP address: 174.213.248.103
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2023-12-15 - 6:35:31 PM GMT - Time Source: server- IP address: 174.213.248.103
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2023-12-15 - 6:35:32 PM GMT
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2023-12-15 - 6:36:11 PM GMT- IP address: 67.3.26.48
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2023-12-15 - 6:36:44 PM GMT - Time Source: server- IP address: 67.3.26.48
-  Document emailed to makik@stlouiscountymn.gov for signature
2023-12-15 - 6:36:45 PM GMT
-  Email viewed by makik@stlouiscountymn.gov
2023-12-15 - 8:05:59 PM GMT- IP address: 207.171.103.126
-  Signer makik@stlouiscountymn.gov entered name at signing as Kim Maki
2023-12-22 - 4:01:06 PM GMT- IP address: 207.171.103.126
-  Document e-signed by Kim Maki (makik@stlouiscountymn.gov)
Signature Date: 2023-12-22 - 4:01:08 PM GMT - Time Source: server- IP address: 207.171.103.126

 Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature

2023-12-22 - 4:01:11 PM GMT

 Email viewed by Josh Bailey (jbailey@duluthmn.gov)

2023-12-22 - 4:02:56 PM GMT- IP address: 156.99.162.253

 Document e-signed by Josh Bailey (jbailey@duluthmn.gov)

Signature Date: 2023-12-22 - 4:03:02 PM GMT - Time Source: server- IP address: 156.99.162.253

 Agreement completed.

2023-12-22 - 4:03:02 PM GMT

DAA Operating ACH Payment Register #40-2023 December 28, 2023

Confirmation #3620097

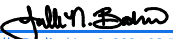
Document Number	Date	Transaction Type	Payee	Amount
00000109/1	12/28/2023	BILLPMT	1 Giant Voices LLC	\$10,049.52
00000109/10	12/28/2023	BILLPMT	Spectrum Business	\$177.16
00000109/11	12/28/2023	BILLPMT	Spectrum Business	\$177.16
00000109/2	12/28/2023	BILLPMT	Baker, Natalie M	\$451.66
00000109/3	12/28/2023	BILLPMT	General Security Services Corporation	\$1,822.20
00000109/4	12/28/2023	BILLPMT	General Security Services Corporation	\$25,438.74
00000109/5	12/28/2023	BILLPMT	Giant Voices LLC	\$2,225.00
00000109/6	12/28/2023	BILLPMT	Hermantown Area Chamber	\$500.00
00000109/7	12/28/2023	BILLPMT	Johnson Matt	\$264.99
00000109/8	12/28/2023	BILLPMT	Menards - West Duluth	\$128.96
00000109/9	12/28/2023	BILLPMT	Metro Sales, Inc.	\$261.50
Total				\$41,496.89



Airport Director



City Treasury



Joelle Bodin (Jan 2, 2024 08:58 CST)

Finance Director

Tom Werner

Executive Director



Kim Maki (Jan 2, 2024 09:00 CST)

Board President



Jos Bailey (Jan 2, 2024 10:04 CST)

City Treasury












Operating ACH Payment Register #40-2023


Final Audit Report

2024-01-02

Created:	2023-12-28
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8-bRkwUzFzQc8IIS7Qaz3l1aB5E_N5zt

"Operating ACH Payment Register #40-2023" History


-  Document created by Kathy Leon (kleon@duluthairport.com)
2023-12-28 - 5:26:17 PM GMT- IP address: 205.149.151.193
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2023-12-28 - 5:27:38 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-01-02 - 2:57:50 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-01-02 - 2:58:03 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-01-02 - 2:58:04 PM GMT
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2024-01-02 - 2:58:36 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2024-01-02 - 2:58:54 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to makik@stlouiscountymn.gov for signature
2024-01-02 - 2:58:55 PM GMT
-  Email viewed by makik@stlouiscountymn.gov
2024-01-02 - 3:00:28 PM GMT- IP address: 207.171.103.126
-  Signer makik@stlouiscountymn.gov entered name at signing as Kim Maki
2024-01-02 - 3:00:44 PM GMT- IP address: 207.171.103.126
-  Document e-signed by Kim Maki (makik@stlouiscountymn.gov)
Signature Date: 2024-01-02 - 3:00:46 PM GMT - Time Source: server- IP address: 207.171.103.126

 Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature

2024-01-02 - 3:00:47 PM GMT

 Email viewed by Josh Bailey (jbailey@duluthmn.gov)

2024-01-02 - 4:03:58 PM GMT- IP address: 156.99.162.253

 Document e-signed by Josh Bailey (jbailey@duluthmn.gov)

Signature Date: 2024-01-02 - 4:04:08 PM GMT - Time Source: server- IP address: 156.99.162.253

 Agreement completed.

2024-01-02 - 4:04:08 PM GMT

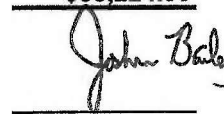
DAA Operating ACH Payment Register #1-2024 January 5, 2024

Confirmation #0040378


Document Number	Date	Transaction Type	Payee	Amount
00000111/1	1/5/2024	BILLPMT	Acme Tools	\$229.75
00000111/10	1/5/2024	BILLPMT	Guardian Pest Solutions	\$53.94
00000111/11	1/5/2024	BILLPMT	Guardian Pest Solutions	\$79.41
00000111/12	1/5/2024	BILLPMT	Guardian Pest Solutions	\$78.08
00000111/13	1/5/2024	BILLPMT	Hermantown Hydraulics, LLC	\$345.45
00000111/14	1/5/2024	BILLPMT	Hermantown Hydraulics, LLC	\$224.30
00000111/15	1/5/2024	BILLPMT	Jamar Company	\$2,160.00
00000111/16	1/5/2024	BILLPMT	Menards - Hermantown	\$182.66
00000111/17	1/5/2024	BILLPMT	Menards - Hermantown	\$161.81
00000111/18	1/5/2024	BILLPMT	Menards - Hermantown	\$293.26
00000111/19	1/5/2024	BILLPMT	Menards - Hermantown	\$417.09
00000111/2	1/5/2024	BILLPMT	ADK Consulting, Inc.	\$10,000.00
00000111/20	1/5/2024	BILLPMT	Menards - Hermantown	\$50.28
00000111/21	1/5/2024	BILLPMT	Menards - Hermantown	\$113.65
00000111/22	1/5/2024	BILLPMT	Menards - Hermantown	\$20.44
00000111/23	1/5/2024	BILLPMT	Menards - Hermantown	\$8.24
00000111/24	1/5/2024	BILLPMT	Oberon3, Inc.	\$126.00
00000111/25	1/5/2024	BILLPMT	Paul Bunyan Communications	\$3,460.00
00000111/26	1/5/2024	BILLPMT	Pomp's Tire Service, Inc.	\$1,315.49
00000111/27	1/5/2024	BILLPMT	Short Elliott Hendrickson Inc.	\$9,600.00
00000111/28	1/5/2024	BILLPMT	T & D Enterprises LLC	\$665.00
00000111/29	1/5/2024	BILLPMT	Turbo Diesel & Electric	\$530.87
00000111/3	1/5/2024	BILLPMT	Baker, Natalie M	\$1,802.04
00000111/30	1/5/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$514.84
00000111/31	1/5/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$74.46
00000111/32	1/5/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$855.59
00000111/33	1/5/2024	BILLPMT	Voilaire Aviation Inc.	\$2,000.00
00000111/34	1/5/2024	BILLPMT	Welch, Ryan	\$263.50
00000111/4	1/5/2024	BILLPMT	Benson Electric Company	\$555.97
00000111/5	1/5/2024	BILLPMT	Blueglobes LLC	\$1,206.36
00000111/6	1/5/2024	BILLPMT	Como Lube & Supplies	\$260.00
00000111/7	1/5/2024	BILLPMT	Durfee, Tristan	\$254.99
00000111/8	1/5/2024	BILLPMT	Grainger, Inc.	\$71.14
00000111/9	1/5/2024	BILLPMT	Grainger, Inc.	\$249.78
Total				\$38,224.39



Airport Director



City Treasury


Joelle Bodin (Jan 4, 2024 15:25 CST)


Finance Director

Tom Werner

Executive Director


Kim Maki (Jan 8, 2024 13:04 CST)

Board President


Jos Bailey (Jan 8, 2024 13:26 CST)

City Treasurer












Operating ACH Payment Register #1-2024


Final Audit Report

2024-01-08

Created:	2024-01-04
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA9QH4-4fkk5RU0-7leg6Ev2voxpOsC-L

"Operating ACH Payment Register #1-2024" History


-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-01-04 - 8:55:26 PM GMT- IP address: 205.149.151.193
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-01-04 - 8:56:48 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-01-04 - 9:24:51 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-01-04 - 9:25:05 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-01-04 - 9:25:06 PM GMT
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2024-01-05 - 1:37:56 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2024-01-05 - 1:38:19 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to makik@stlouiscountymn.gov for signature
2024-01-05 - 1:38:20 PM GMT
-  Email viewed by makik@stlouiscountymn.gov
2024-01-08 - 7:04:24 PM GMT- IP address: 207.171.103.126
-  Signer makik@stlouiscountymn.gov entered name at signing as Kim Maki
2024-01-08 - 7:04:45 PM GMT- IP address: 207.171.103.126
-  Document e-signed by Kim Maki (makik@stlouiscountymn.gov)
Signature Date: 2024-01-08 - 7:04:47 PM GMT - Time Source: server- IP address: 207.171.103.126

 Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature

2024-01-08 - 7:04:48 PM GMT

 Email viewed by Josh Bailey (jbailey@duluthmn.gov)

2024-01-08 - 7:26:40 PM GMT- IP address: 156.99.162.253

 Document e-signed by Josh Bailey (jbailey@duluthmn.gov)

Signature Date: 2024-01-08 - 7:26:48 PM GMT - Time Source: server- IP address: 156.99.162.253

 Agreement completed.

2024-01-08 - 7:26:48 PM GMT

Duluth Airport Authority
DAA Construction ACH Payment Register #12-2023
December 22, 2023

Confirmation #3550223

Document Number	Date	Transaction Type	Payee	Amount
00000108/1	12/22/2023	BILLPMT	1 EXP US Services, Inc.	\$68,175.05
00000108/10	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$6,215.00
00000108/11	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$5,855.00
00000108/12	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$26,450.00
00000108/13	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$2,660.00
00000108/14	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$64,700.00
00000108/15	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$38,262.00
00000108/16	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$36,545.00
00000108/17	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$15,460.00
00000108/18	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$25,100.00
00000108/19	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$11,580.00
00000108/2	12/22/2023	BILLPMT	1 Garver, LLC	\$7,000.00
00000108/3	12/22/2023	BILLPMT	1 KGM Contractors	\$9,245.28
00000108/4	12/22/2023	BILLPMT	1 Kraus Anderson Construction Co	\$19,455.02
00000108/5	12/22/2023	BILLPMT	1 Shafer Contracting Co., Inc.	\$44,429.61
00000108/6	12/22/2023	BILLPMT	1 Shafer Contracting Co., Inc.	\$665,349.64
00000108/7	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$3,921.60
00000108/8	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$1,459.20
00000108/9	12/22/2023	BILLPMT	1 Short Elliott Hendrickson	\$170,480.00
Total				\$1,222,342.40



 Airport Director



 City Treasury


 Joelle Bodin (Dec 21, 2023 11:58 CST)

 Finance Director

Tom Werner

 Executive Director


 Kim Maki (Dec 22, 2023 09:37 CST)

 Board President


 Jos Bailey (Dec 22, 2023 09:43 CST)

 City Treasury












Construction ACH Payment Register #12-2023


Final Audit Report

2023-12-22

Created:	2023-12-21
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAK5e7a1czp1YONXFy6ERmi62drtQ6sLQ3

"Construction ACH Payment Register #12-2023" History


-  Document created by Kathy Leon (kleon@duluthairport.com)
2023-12-21 - 5:36:54 PM GMT- IP address: 205.149.151.193
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2023-12-21 - 5:38:35 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2023-12-21 - 5:58:28 PM GMT- IP address: 205.149.151.193
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2023-12-21 - 5:58:44 PM GMT - Time Source: server- IP address: 205.149.151.193
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2023-12-21 - 5:58:45 PM GMT
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2023-12-21 - 11:52:22 PM GMT- IP address: 174.213.248.63
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2023-12-21 - 11:52:42 PM GMT - Time Source: server- IP address: 174.213.248.63
-  Document emailed to makik@stlouiscountymn.gov for signature
2023-12-21 - 11:52:43 PM GMT
-  Email viewed by makik@stlouiscountymn.gov
2023-12-22 - 3:36:47 PM GMT- IP address: 207.171.103.126
-  Signer makik@stlouiscountymn.gov entered name at signing as Kim Maki
2023-12-22 - 3:37:19 PM GMT- IP address: 207.171.103.126
-  Document e-signed by Kim Maki (makik@stlouiscountymn.gov)
Signature Date: 2023-12-22 - 3:37:21 PM GMT - Time Source: server- IP address: 207.171.103.126

 Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature

2023-12-22 - 3:37:23 PM GMT

 Email viewed by Josh Bailey (jbailey@duluthmn.gov)

2023-12-22 - 3:43:28 PM GMT- IP address: 156.99.162.253

 Document e-signed by Josh Bailey (jbailey@duluthmn.gov)

Signature Date: 2023-12-22 - 3:43:36 PM GMT - Time Source: server- IP address: 156.99.162.253

 Agreement completed.

2023-12-22 - 3:43:36 PM GMT



Construction Newsletter

Duluth International Airport (DLH)

December 22, 2023

Ranch Hangar Construction Progress

The structural steel has been erected along with the exterior walls. Installation of metal building roof panels, insulation, and associated trim will continue all next week. The crane will continue to be used during the installation.

The construction area is located inside a fenced-off area and limited airfield impacts are anticipated to the taxiway south of Monaco around the fuel facilities and the construction site. Please be sure to use caution when taxiing or driving around this area.



Taxiway A - Phase 3 and Taxiway C South Reconstruction

shared in the coming months.

*Please note, dates and planned construction related activities are subject to change.
Airfield [NOTAMS](#) should be checked to confirm the current status of the airfield.*

Project Contact Information

Mark Papko, Director of Operations - Airport Authority - mpapko@duluthairport.com

Taxiway A Reconstruction: Adinda Van Espen, PM - SEH - avanespen@sehinc.com

Ranch Hangar Construction: Dustin Wick, PM - KA - 218.348.1983

[unsubscribe from this list](#) [update subscription preferences](#)



**DULUTH
INTERNATIONAL
AIRPORT**

Travel Globally. Fly Locally.



Duluth International Airport
(218) 727-2968
daa@duluthairport.com



Construction Newsletter

Sky Harbor Airport (DYT)

December 21, 2023

Terminal Building and SRE Building Construction

The wood framing on the Terminal Building is nearing completion and the building is beginning to take shape. The Contractor has also begun replacing the siding and roofing on the existing DAA-owned hangar. In the next few weeks, the terminal will be enclosed and provided temporary heat to allow for continued construction throughout winter.

The SRE Building has been put on hold for the remaining winter months. All necessary exterior site work, foundation walls, and footings are completed. The site will remain unoccupied until the prefabricated building arrives in April when it will be installed then.



Terminal building construction progress



Exterior rendering of the SRE Building

*Please note, dates and planned construction related activities are subject to change.
Airfield **NOTAMS** should be checked to confirm the current status of the airfield.*

Project Contact Information

Tristan Durfee, DYT Airport Manager - Airport Authority - tdurfee@duluthairport.com

Mark Papko, Director of Operations - Airport Authority - mpapko@duluthairport.com

Ryan Falch, Project Manager - SEH - rfalch@sehinc.com

[Subscribe](#)

[Past Issues](#)

[Translate ▼](#)



Duluth Sky Harbor Airport 5000 Minnesota Ave Duluth, MN 55802 USA
(218) 733-0078
tdurfee@duluthairport.com
<http://www.skyharbor.duluthairport.com>

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#).

YOU NAME IT, WE PRINT IT

Get Fast Pricing On 3D Printed Prototypes & Low Volume Manufacturing Projects. Start Here.

OPEN >

Duluth International Airport Ready For Christmas Travelers

1 hour ago by Emma Propp (<https://www.fox21online.com/author/eppopp/>)



DULUTH, Minn. — The [Duluth International Airport \(https://duluthairport.com/\)](https://duluthairport.com/) is ready for all of the Christmas travelers in the coming days.

Many people will soon be heading out to visit family and friends. The Director of Communication and Marketing for the airport says business is as usual for them and that they are used to these busy travel seasons.

TSA and ground handling companies are staffed appropriately. And although there is not much for snow, the airfield maintenance team is prepared for any storms to hit.

Numbers on people traveling have been slowly rising.

“It’s been really great, numbers have been recovering over the last few years with this year being one of the busier years, not quite surpassing 2019 numbers but getting up there. So, it’s been really good for the industry as a whole,” said Natalie Baker, Director of Communication and Marketing for Duluth Airport Authority.

The Duluth Airport also offers Landline bus services giving people a ride to Minneapolis for flights. They are excited for the Sun Country Flight to Fort Meyers returning February 2nd.


Categories: [Business \(https://www.fox21online.com/category/news/business/\)](https://www.fox21online.com/category/news/business/), [News \(https://www.fox21online.com/category/news/\)](https://www.fox21online.com/category/news/), [News – Latest News \(https://www.fox21online.com/category/news/latest-news/\)](https://www.fox21online.com/category/news/latest-news/).

YOU MIGHT LIKE



4 Weather Alerts In Effect ×


IV. - D.
ADVERTISEMENT



Break free from marketing silos.

One platform for all your ad campaigns.

[LEARN MORE](#)



Flight cancellations impacting travelers out of Duluth Saturday



By [Robb Coles](#)

Published: Dec. 23, 2023 at 4:45 PM CST



DULUTH, MN. (Northern News Now) - A heads up for air travelers in Duluth this weekend.

Many flights have been canceled leaving Duluth International Airport on Saturday.

According to the airport's website, some arrivals are also coming in late.

As of 4:30 p.m. Saturday, all departures scheduled for Sunday are still on time.

To check current flight status, click [here](#).

We've working to determine the cause of the cancellations.

[Click here](#) to download the Northern News Now app or our Northern News Now First Alert weather app.

Copyright 2023 Northern News Now. All rights reserved.

Meet Volt, the world's first indoor and outdoor pizza oven.

Ooni Pizza Ovens | Sponsored

Gift Yourself Your Dream Home Makeover Using HELOC Funds

NerdWallet | Sponsored

Motley Fool Issues A.I. Buy Alert

Motley Fool | Sponsored

War Thunder

War Thunder | Sponsored

HOTEL RIU PALACE PACIFICO

Riviera Nayarit-Vallarta

RIU | Sponsored

Want to feel better? All you need are new socks.

Find out what pro athletes, physicians, and executives are using to feel better and perform their best.

Comrad Socks | Sponsored

Healthcare on your terms

Get the healthcare support you deserve with an option that aligns with your values.

CHM Healthcare Solution | Sponsored

Funds in as Little as 24 Hours Up to 2M in SBA Loans.

Lendio | Sponsored

Put 1 Scoop Of This Into Your Toilet And Watch What Happens

Splash Foam | Sponsored

Duluth man arrested on child pornography charges

KBJR6

Stabbing in Duluth sends one man to hospital, woman under arrest

KBJR6

Severe Weather:

Special Weather Statement and 4 more alerts



Thick fog caused flight cancellations at Duluth International Airport

By WDIO

Updated: December 23, 2023 - 10:38 PM

Published: December 23, 2023 - 9:32 PM



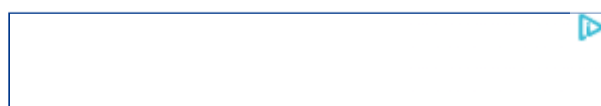
Thick fog caused flight cancellations at Duluth International Airport



For the past two days people are struggling at the Duluth International Airport. The thick fog caused flight cancellations where several planes turned around seeing the troublesome weather.

Barton Schalburg, a Duluth Resident, said the thick fog caused flight cancellations for five planes arriving.

ADVERTISEMENT



"I started this process October 10th. I think it's been 5 to 7 delays between yesterday and right now," Schalburg said. "It's been a struggle. I feel real bad because there some people here, they got a lot farther distance than I've got to go."

The weather plays an unpredictable role in tracking flight information. Although the Duluth International Airport Authority has



some tips to
Natalie Bak
whenever t

Protect your revenue. And your sanity.

Learn more

This is an operations intervention. PagerDuty

Operate efficiently

Operate efficiently – at scale. Drive revenue – faster. Build a modern resilient busine...
By PagerDuty (Advertisement)

Learn More

is the ideal

"A piece of advice I would give travelers would be to check with your airline before arriving to the airport," Baker said. "be sure to arrive early just in case anything may arise."

For more information on flight arrivals you can read more [here](#). Also for more information on flight departures you can read more [here](#). Also for other stories with Holiday travel you can read more [here](#).



For Related Stories: [Duluth](#) [Duluth International Airport](#) [Fog](#) [Holiday Travel](#)

RECOMMENDED FOR YOU



[Essentia Health and Marshfield Clinic Health System will not move forward with integration](#)



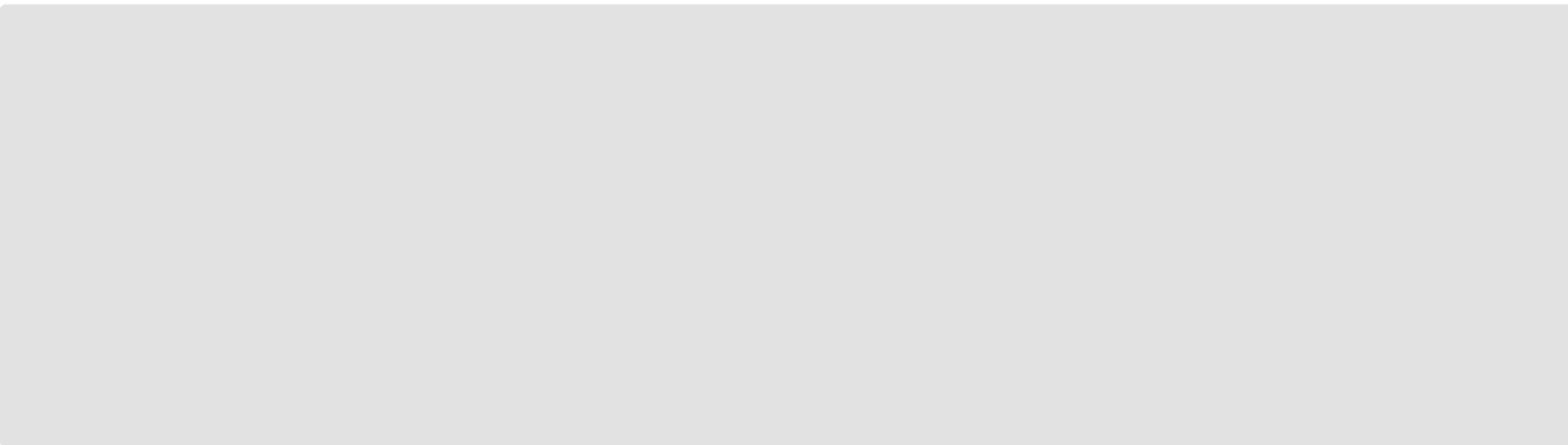
[Justin Liles: The snow is finally coming!](#)



[Ukraine unleashes more drones and missiles at Russian areas as part of its new year strategy.](#)



[Nikki Haley draws more attacks from Republican rivals after a televised town hall in Iowa](#)



AROUND THE WEB

Sponsored



[Dentist: Add This to Your Toothpaste to Help Regrow Your Gums in a Few Days](#)

Health Today



[Blood Sugar is Not from Sweets! Meet the Main Enemy of High Blood Sugar](#)

Health Review



[Americans Are Using This \\$49 Device to Heat Up Homes Almost for Free](#)

Alpha Heater



IV. - F.

Jenny Delnay

From: Don Monaco <donm@monacoairduluth.com>
Sent: Sunday, December 31, 2023 4:11 PM
To: Tom Werner; makik
Cc: Bill King (skykingpilot@gmail.com); Dave Gaddie (dgaddie@bell.bank); ehansen; Greg Fox (gregandsheilafox@hotmail.com); Michael A. Magni; Pat Mullen (runtrailfree@gmail.com); Richard Stewart (RStewart@uwsuper.edu); 'Steve Overom (soverom@overomlaw.com)'; DAA
Subject: December, 2023 Monaco Air Foundation Report

Tom and Kim,

Please share this final report with the Duluth Airport Authority Board at its next regularly scheduled meeting.

Summary of December 2023 Activities

As I reported at the December Board meeting, the Monaco Air Foundation funds, obligations, and charter are merging into a Monaco Air designated fund managed by the Duluth Area Chamber Foundation effective December 31, 2023. The Chamber Foundation will use this designated fund to continue supporting the Duluth Airport Authority and the local aviation community in the same manner the Monaco Air Foundation has been providing.

The Monaco Air Foundation Board thanks you for the opportunity to be of service.

Sincerely,

Don Monaco

President

Monaco Air Foundation, Inc.

4535 Airport Approach Road

Duluth, MN 55811

Phone: 218-727-2911

Mobile: 630-728-5571

Fax: 218-336-0001

donm@monacoairduluth.com

www.monacoairduluth.com



DULUTH AIRPORT AUTHORITY

January 5, 2024

The Honorable Pete Buttigieg
Secretary, US Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590

Dear Secretary Buttigieg,

I am writing to support the RAISE Grant funding application for the Rice Lake Rd (CSAH 4) Corridor Project located in the cities of Duluth and Rice Lake, Minnesota. This is a cooperative project between St. Louis County and the City of Rice Lake to leverage transportation improvements for the development of jobs and residential opportunities.

This project will improve Rice Lake Rd, which is a County State Aid Highway, as well as other intersecting county roads along the project corridor. These roadway improvements include construction of roundabouts and implementation of robust access management strategies. Additional improvements include construction of a new city street and paved walking and biking trails. Because of the multi-modal emphasis of this project, any new development and the associated jobs would become more accessible to residents.

The Duluth International Airport depends on the investment and success of development on the Duluth Airport campus. The Duluth International Airport is currently working to encourage private investment for new development on the north side of the airfield. This is a cooperative effort with the cities of Duluth and Rice Lake and St. Louis County because of the need for utilities and roadway improvements. The City of Rice Lake is championing the funding and installation of key utilities to access the north side of the airfield. St. Louis County's efforts to deliver the Rice Lake Rd (CSAH 4) Corridor Project also fulfills a critical need to create a robust multi-modal transportation system that increases traffic capacity while also supporting investments in development that results in jobs and housing. This proposed project will help position the Duluth International Airport as a location of choice for development which will support the long-term success of the airport and the Twin Ports metropolitan area.

This project will be a once in a lifetime opportunity to develop a new community that supports jobs, new places of residence and a good quality of life, all in one place. I am committed to supporting St. Louis County as they develop this project which will improve the mobility and safety of transportation in Rice Lake and surrounding communities.

Thank you for your interest and support to improve Minnesota's transportation system.

Sincerely,

Tom Werner, A.A.E.
Executive Director
Duluth Airport Authority
Duluth International Airport

IV. - H.

January 8, 2024

The Honorable Maria Cantwell
Chair
Senate Committee on Commerce,
Science, and Transportation
U.S. Senate
Washington, DC 20510

The Honorable Ted Cruz
Ranking Member
Senate Committee on Commerce,
Science, and Transportation
U.S. Senate
Washington, DC 20510

Dear Chair Cantwell and Ranking Member Cruz:

We applaud the Committee's efforts to reach an agreement on legislative language that would provide explicit direction to the Federal Aviation Administration (FAA) to modernize and improve pilot training when it enhances aviation safety. As you continue to prepare to markup the FAA reauthorization legislation, we strongly urge you to raise the FAA's mandatory retirement age for commercial airline pilots from 65 to 67. Thousands of highly skilled and experienced pilots exited the industry during the pandemic, primarily at the largest airlines, exacerbating an existing pilot shortage. These airlines replenished their pilot workforce by hiring pilots in unprecedented numbers from smaller air carriers that provide air service to small-and medium-sized airports. Without a sufficient supply of pilots, service to these airports has collapsed across the country despite robust passenger demand. Raising the retirement age is the only near-term solution that will help restore air service and provide time for longer-term workforce solutions to take effect.

Congress increased the retirement age from 60 to 65 in 2007, with no negative impact on aviation safety. Existing regulations require two pilots on the flight deck, and no other profession is assessed as extensively or frequently as pilots who must undergo mandatory medical examinations every six months and with an EKG every 12 months. All pilots have their skills regularly evaluated in flight simulators to ensure proficiency, utilizing historic data to present almost every kind of dangerous scenario a pilot could face. Additionally, Part 135 operators are not subject to a retirement age, and pilots over the age of 65 are currently providing safe, scheduled, passenger service safely through the Essential Air Service Program.

Absent immediate policy action by Congress, the shortfall of pilots could reach over 38,000 by 2030, including 15,000 mandatory retirements over the next five years alone.¹ According to the U.S. Government Accountability Office (GAO), 61 percent of qualified pilots must retire within the next two decades, and over this same period 4,300 ATP holders will reach the mandatory retirement age each year on average.² If these pilots are allowed to continue to fly, it will slow down the domino effect of attrition, equipment changes, and retraining that start with the retirement of a senior pilot, which ultimately culminates in the hiring of a pilot from a smaller air carrier. By moderating this attrition, smaller air carriers will be able to stabilize their workforce. This in turn will help create the environment where lost air service can return.

Despite increased FAA pilot certifications in 2022, there are not enough pilots qualified for hire. Though 9,491 new pilots qualified in 2022—the highest number on record—it fell far short of the 13,128 hired by just one subset of large air carriers last year.³ This scenario is repeating itself for 2023; through November

¹ <https://wefly4you.com>, *Pilot Scarcity - 2022, What Did Not Happen, May 2023, Slides 10 and 15*.

² GAO-23-105571, *Aviation Workforce: Current and Future Availability of Airline Pilots and Aircraft Mechanics* Published: May 17, 2023.

³ <https://fapa.aero/hiringhistoryarchive.asp?year=2022>.

1, 9,300 new pilots have qualified for an ATP, yet this same subset of carriers have already hired 11,052 pilots.⁴ This hiring doesn't account for hiring by business aviation, which also hires thousands of pilots with an ATP each year. Into the future, hiring will continue to be robust because of the coming tsunami of pilot retirements. Currently more than 400 regional aircraft are parked, and aircraft remaining in service are being operated between 20-40% less than their usual operation.⁵ Today, 310 airports in the contiguous United States, or 72 percent, have lost on average 26 percent of their flights.⁶ Fourteen airports have lost all their service. From a state-by-state air service perspective, 39 of 50 states have less air service today than they did pre-pandemic. Additionally, comparing October 2019 departures to October 2023 schedules, large carriers have exited 131 markets, with 77 of those exits representing a loss of regional lift.⁷

The shortage of pilots is an immediate crisis that will continue to force major and regional airlines to significantly reduce capacity and growth for the remainder of the decade and beyond.⁸ Consumers will ultimately pay the price in the form of higher airfares and reduced service options, including more frequent flight delays and cancellations. In addition, the loss of air service has many other adverse economic consequences, including stifling workforce development for businesses, increasing costs for manufacturers, reducing trade and tourism opportunities, and shrinking local revenues from taxes. Further, reduced air service threatens important funding streams for airports, such as AIP entitlement funding which are apportioned based on enplanements. The shortage also negatively impacts timely delivery of air cargo to rural areas and supply chain resiliency.

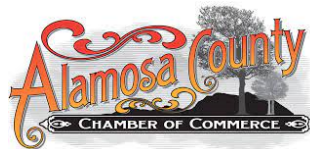
Lastly, nine countries currently have retirement ages above 65, and the International Civil Aviation Organization is in the process of reviewing best practices used by these countries as it considers an update to its own age standards.⁹ In the event the U.S. raises the retirement age, some pilots who wish to continue flying will have to transition to domestic routes where they will likely return to aircraft they have already flown. While this requires retraining, it is significantly less burdensome, complex, and time-consuming than what is required to train new pilots when a senior pilot retires.

Raising the retirement is a safe, practical solution for restoring air service and will also keep experience and expertise on the flight deck. We are counting on Congress to take the lead to address this vital issue, and we stand ready to assist you in your efforts. Thank you in advance for your consideration of our request.

Sincerely,



Abraham Lincoln Capital Airport



Alamosa County Chamber of Commerce

⁴ <https://www.fapa.aero/pilot-hiring-history>

⁵ <https://www.flightglobal.com/strategy/pilot-shortage-very-real-for-us-regional-carriers-struggling-to-keep-aircraft-flying/155254.article?adredir=1>

⁶ OAG published schedules October 2019 vs. October 2023.

⁷ OAG published schedules October 2019 vs. October 2023.

⁸ *Supra note 1 at Slide 13.*

⁹ 9 countries include Australia, Austria, Brazil, Canada, Costa Rica, New Zealand, Russia, Senegal, Ukraine



Alaska Air Carriers Association



Arnold Palmer Regional Airport



Baton Rouge Metropolitan Airport



Boise Metro Chamber



Canyonlands Regional Airport



Casper Natrona County International Airport



Cedar Rapids Metro Economic Alliance



Central Wisconsin Airport



Central Wyoming Regional Airport



Chippewa Valley Regional Airport

VII. - A. VII. - A.



Dayton Area Chamber of Commerce



Dayton International Airport



Dubuque Regional Airport



Duluth Airport Authority



Duluth Area Chamber of Commerce



Eastern Iowa Airport



Elmira Corning Regional Airport



England Airpark



Fort Dodge Regional Airport



Golden Triangle Regional Airport



Greater Iowa City, Inc.



Greater Rochester Chamber of Commerce



Greater Springfield Chamber of Commerce



Hilton Head Island Airport



International Air Transport Association



Iowa Public Airport Association



John Murtha Johnstown-Cambria Airport



Kalamazoo/Battle Creek International Airport



Keweenaw Economic Development Alliance



La Crosse Regional Airport



Lake Charles Regional Airport



Longview Chamber of Commerce



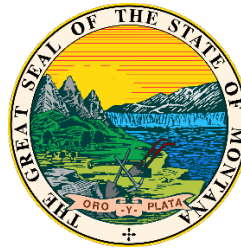
Mason City Municipal Airport



MHIRJ



Monroe Regional Airport



Montana EAS Task Force



National Air Carrier Association



Nevada Aviation Association



New York Aviation Management Association



North Central West Virginia Airport



Northeast Wyoming Regional Airport



OKC Airports



Pueblo Memorial Airport



Raise the Pilot Age



Range Regional Airport



Regional Air Cargo Association



Regional Airline Association



Rock Springs Chamber of Commerce



Salisbury Regional Airport



Santa Maria Valley Chamber



Sheridan Pilots 307



Sidney Richland Regional Airport Authority



Sioux Gateway Airport



Siouxland Chamber of Commerce



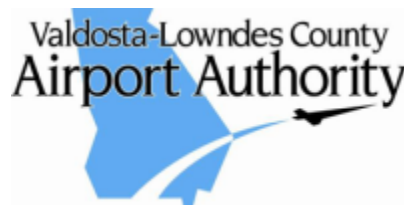
Southwest Wyoming Regional Airport



St. George Regional Airport



UT Airport Operators Association



Valdosta-Lowndes Airport Authority



Visit Boise



Washington County Chamber of Commerce



Williamsport Regional Airport



Williamsport/Lycoming Chamber of Commerce



Wyoming State Chamber of Commerce



Yellowstone Regional Airport

CC:

Members of the Senate Committee on Commerce, Science, and Transportation

IV. - I.

Airlines Signal Change in Post-Pandemic Travel Patterns

Altered PIT traffic flows mirror the national outlook for networks

BY EVAN DOUGHERTY Published January 8, 2024

🕒 Read Time: 2 mins

While aviation surged in 2023, air travel is no longer following historical patterns, airline and industry officials say.

Citing work-life changes created by the COVID-19 pandemic, including hybrid and work-from-home practices, U.S. carriers are adjusting methods used to forecast future passenger demand throughout their networks.

“We’re getting better at it, but demand trends are still a little bit different today than they were back in 2019,” American Airlines Chief Financial Officer Devon May told [Reuters](#) in July.

Delta Air Lines reported strong demand for international travel, with a longer season for peak travel to Europe, which typically lasts through the summer months. In its latest quarterly earnings report in October, Delta said its transatlantic enplanements are up double digits from a year ago.

“It’s really a reshaping of the demand patterns that we saw last year,” said Delta President Glen Hauenstein during the airline’s third quarter earnings call.

To capitalize on this trend, Delta announced in September [an expanded transatlantic schedule for 2024](#), which includes returning to Shannon, Ireland, for the first time since 2019; extending seasonal destinations; and increasing flights on popular routes such as Atlanta-Paris, Boston-Athens and New York-Barcelona.

United Airlines shared a similar outlook for travel to Europe.

"I'd say right now, particularly today, for example, we continue to see strength across the Atlantic," Andrew Nocella, United's executive vice president and chief commercial officer, **said in October**. "We particularly see it to southern Europe."

Domestically, Southwest Airlines indicates a growing variation in demand among the days of the week—a trend the airline says will continue in 2024.

"From a Monday, which is strong, to a Tuesday/Wednesday which tends to be more of a trough, historically you would have a 1 or 2 percent drop from a Monday in terms of trips. First quarter of next year, it's an 8 or 9 percent drop because the demand is so different," said Southwest Airlines CEO Bob Jordan at **The Wings Club Luncheon on Dec. 14**.

Jordan's comments align closely with how officials see demand evolving at Pittsburgh International Airport.

Throughput data from the Transportation Security Administration shows that, in 2023, PIT's peak days got busier while Tuesdays and Wednesdays got even slower compared to pre-pandemic figures.

Sundays saw the largest increase with 11 percent more daily travelers passing through the security checkpoint at PIT last year compared to the daily average. Mondays, Fridays and Saturdays also saw increases in total passengers in 2023. Off-peak days of Tuesdays and Wednesdays saw fewer passengers pass through the security checkpoints versus pre-pandemic figures.

Studies indicate that remote work has enabled travelers to extend their trips—leaving earlier and returning home later—to spend additional time with friends and family. According to a **New York Times report**, nearly 70 percent of individuals able to work remotely still choose to do so either all or some days of the week.

On Nov. 17, the Friday before Thanksgiving, TSA screened nearly 2.7 million passengers at airports nationwide, up from 2 million during the same period in 2019.

That Sunday, TSA screened 2.9 million passengers nationwide, the highest single daily total the agency has ever recorded.

Featured Image:

IV. - J.



Crews work hard so flights from Duluth International Airport stay on time



DLH has crews available 24/7 to clear the runways of snow and ice so travelers can rely on flights taking off and arriving on time.

By [Madisan Green](#)

Published: Jan. 8, 2024 at 5:34 PM CST | Updated: 21 hours ago



DULUTH, MN. (Northern News Now) - Duluth International Airport (DLH) has crews available 24/7 to clear the runways of snow and ice so travelers can rely on flights taking off and arriving on time throughout northern Minnesota's usually wild winters.

Two of these travelers are Gerry and Peggy Armstrong.

"We are returning these two lovely kids back to their parents who live in Florida," said Peggy.

Gerry and Peggy Armstrong are from Fort Frances, Ontario and choose to fly out of DLH over much closer options.

"We could fly out of international Falls which is just across the border, but for the most part we don't mind the three hour drive," said Peggy.



"We've been working on clearing the snow based on a priority basis," said Natalie Baker with the Duluth Airport Authority. "So that'll be like primary runways and taxiways will be cleared first and then kind of continue to work outward from that, to make sure that, you know, number one, priorities are cleared when they need to be."

Many factors can be up in the air when traveling throughout the Northland in the middle of winter, but the Armstrongs believe DLH alleviates a lot of that uncertainty when it snows.

"We kind of looked at that actually, looking at that yesterday kind of thinking like, 'ooh are we going to make it?'" said Peggy. "But it looks good and you know what, we've never really had any issues with flights leaving this airport."

[Click here](#) to download the Northern News Now app or our Northern News Now First Alert weather app.

Copyright 2024 Northern News Now. All rights reserved.

Taboola Feed

ADVERTISEMENT

VII. - New Business

VII. - A.

RESOLUTION TO APPROVE THE DULUTH AIRPORT AUTHORITY'S
NOMINATION FOR THE BOARD OF ADJUSTMENT OF THE DULUTH
INTERNATIONAL AIRPORT JOINT AIRPORT ZONING BOARD

WHEREAS, the Duluth Airport Authority recognizes the importance and need for zoning ordinances to prevent obstructions into the airspace surrounding the Duluth International Airport.

WHEREAS, the Duluth International Airport's Zoning Ordinance provides for a process to consider variances when safety and risk factors have been considered.

WHEREAS, the Board of Adjustment of the Duluth International Airport Joint Airport Zoning Board bylaws have a designated position for a Duluth Airport Authority representative for three-year terms.

NOW, THEREFORE, BE IT RESOLVED that the Duluth Airport Authority hereby nominates Kimberly Maki to serve as the Duluth Airport Authority's representative on the Board of Adjustment of the Duluth International Airport Joint Airport Zoning Board for a term of three years, January 16th, 2024 to January 16, 2027.

PASSED by the Duluth Airport Authority this 16th day of January, 2024.

Signed by: _____ Date: _____
DAA President

Signed by: _____ Date: _____
DAA Secretary



January 16, 2021

Mr. Kyle Deming
Planning & Development
City Hall, Room 160
411 W. 1st Street
Duluth, MN 55802

Re: Duluth Airport Authority Board of Adjustment Appointment

Dear Mr. Deming:

At the January 16th, 2024, regular board meeting, the Board of Directors for the Duluth Airport Authority (DAA) confirmed the appointment of Kimberly Maki to replace Ken Butler as the DAA representative on the Board of Adjustment of the Duluth International Airport Joint Airport Zoning Board. The appointment shall be for a three-year term, January 16, 2024 to January 16, 2027. Ms. Maki's contact information is below:

Kimberly J. Maki
St. Louis County Attorney
100 N 5th Ave Rm 501
Duluth, MN 55802
218-726-2323
makik@stlouiscountymn.gov

The point of contact for this action is Mark Papko, Director of Operations, at 218-625-7767 or mpapko@duluthairport.com.

Thomas J. Werner, A.A.E.
Executive Director
Duluth Airport Authority

VII. - B.

Resolution to Approve the Updated 2024 Rates and Charges Addendum for DLH to Include the New Ranch Hangar Rates at 4825 Airport Road

Executive Summary

Terms:

- Calendar year of 2024

Overview:

- DAA staff reviews the referenced Rates and Charges Addendum to recommend rate adjustments where necessary and additional rates to be added.
- The DAA board approved the rates and charges for 2024 at their November 2023 board meeting.
- The new ranch hangars are expected to be completed in February which provides the opportunity to begin renting the hangars in February or early March.

Summary of Changes:

- Ranch Hangar Rates for the newly constructed ranch hangars have been added with two rate tiers:
 - 4825 Airport Rd Ranch Hangar (12ft high door): \$675
 - 4825 Airport Rd Ranch Hangar (14ft high door): \$700



DULUTH INTERNATIONAL AIRPORT

2024 Rates and Charges Addendum

Effective January 1, 2024 - Adopted November 21st, 2023 and Updated January 16, 2024

Passenger Terminal Fees (Per Square Foot)	Airline Leased Premises		\$25.67
	Non-Airline Terminal Tenant Rate		\$43.58
Aircraft Landing Fee (Per 1,000 lbs MGLW)	Signatory Carrier		\$2.31
	Non-Signatory Carriers (125% more)		\$2.89
	Transient		\$1.07
	FBO Tenant		\$0.00
Terminal Per Use Fee	Non-Signatory Carriers & Charters		\$707.81
Terminal International Arrivals Facility Per Use Fee	Less than 50,000 lbs. MGLW		\$75.00
	50,001-175,000 lbs. MGLW		\$175.00
	175,001 lbs. MGLW and above		\$275.00
Non-Terminal (FBO) International Arrivals Facility Fee	US Customs Facility (GAF)		\$0.00
Terminal Ramp Aircraft Parking Fees	Signatory Carrier		\$0.00
Non-Terminal FBO & DAA Charged Aircraft Parking Fees (Per 1,000 lbs MGLW)	<u>Category by MGLW (lbs.)</u>	<u>Per Night (24 hour period)</u>	<u>Per Month (Calendar)</u>
	12,499 & Under	\$17.00	\$138.00
	12,500 - 49,999	\$72.00	\$580.00
	50,000 - 99,999	\$144.00	\$1,150.00
	100,000 & Over	\$295.00	\$2,355.00
Preferential Use Cargo Ramp Fee Per Aircraft	Per calendar month preferential use cargo ramp fee		<u>Per Month (Calendar)</u> \$1,695.00
Passenger Facility Charge (PFC)	\$4.50 Per enplaned commercial passenger, Per FAA Approved PFC Application		
Fuel Flowage Fee (Fee Per Gallon)	FBO Charged In-to Plane Fee (Increased annually by CPI, no decreases)		\$0.045
	FBO Charged Aviation, Heating & Auto Fuel Fee		\$0.09
	Fee Per Gallon - Other Airport Operator	Set by Operator Agreement	
DAA Owned Hangar Rental Rates (Per Each) *\$50 Discount if paid in full by January 31 of lease year.	<u>Hangar Type</u>		<u>Per Month (Calendar)</u>
	West T-Hangars*		\$215.00
	East T-Hangars*		\$215.00
	East Ranch Hangars*		\$275.00
	4825 Airport Rd. Ranch Hangars (12ft high door)*		\$675.00
	4825 Airport Rd. Ranch Hangars (14ft high door)*		\$700.00
	Other	Set by Lease Agreement	
Rental Car Ready Return & Overflow Fees (Per Each Space)		<u>Surface</u>	<u>Ramp</u>
(Tax Not Included)	Per Month, Per Space Fee	18.63	18.63
Parking Lot Fees (Includes Tax)		<u>Surface</u>	<u>Ramp</u>
	0-1 Hour	\$3.00	\$5.00
	1-2 Hours	\$5.00	\$7.00
	2-6 Hours	\$9.00	\$10.00
	6-24 Hours (Daily)	\$13.00	\$15.00
	Weekly	\$78.00	\$90.00
	Additional Drive-off Fee	\$125.00	\$125.00
Parking Permits (Includes Tax) *DAA Employees and DAA Directors are exempt for airport business		<u>Monthly</u>	<u>Annual</u>
	Corporate Surface Permit (Annual)		\$1,378.00
	Corporate Garage Permit (Annual)		\$2,279.00
	Airport Employee Tenant Permit (Annual)*		\$96.00
	Airline Crew Overnight Permit (Monthly or Annual)	\$51.00	\$612.00
	Tenant Commercial Parking Agreement (Monthly or Annual)	\$250.00	\$3,000.00
Commercial Vehicle Fees & Permits (Includes Tax)	Taxi/Limo/Hotel Shuttle Permit (Annual)	\$200.00	Per Each Vehicle
	Passenger Shuttle Service Permit - Reqs. Operator Agreement (Annual)	\$500.00	Per Each Vehicle
	Transportation Network Company Permit (Annual)	\$1,500.00	Per Company
	Transportation Network Company Per Trip Fee	\$1.50	Per Pick- Up & Drop Off
Ground & Commercial Vehicle Violations	Airport Employee Parking Violation		TBD
	Commercial Vehicle Violation		\$100.00



DULUTH INTERNATIONAL AIRPORT

2024 Rates and Charges Addendum

Effective January 1, 2024 - Adopted November 21st, 2023 and Updated January 16, 2024

Business Services Club Pass				
(Sponsorship Agreement Passes will not be charged)		Per Pass Fee to Access Business Services Club Room	\$150 per pass	
Conference Room/Space Rates & Fees	<u>Room/Space</u>	<u>0-4 Hours</u>	<u>4-8 Hours</u>	
	1st Floor Baggage Claim - Wall Up	\$300.00	Per Agreement	
	2nd Floor Secure Business Club Conference Room	\$40.00	\$80.00	
	2nd Floor Mezzanine	\$250.00	\$350.00	
	(20% Discount for Airport Terminal Tenants)	2nd Floor Conference Room - Room 250	\$100.00	\$150.00
	3rd Floor Conference Room - Amatuzio A	\$150.00	\$200.00	
	3rd Floor Conference Room - Amatuzio B or C	\$100.00	\$200.00	
	3rd Floor Conference Room - Amatuzio A+B	\$175.00	\$250.00	
	3rd Floor Conference Room - Amatuzio B+C	\$175.00	\$250.00	
	3rd Floor Conference Room - Amatuzio A+B+C	\$200.00	\$300.00	
Fiber Internet				
(Contract required. Higher speeds available upon request with pricing established per contract)		<u>Internet Speed</u>	<u>Per Month (Calendar)</u>	
		100 MB Fiber Internet with 1 static IP address	\$120.00	
		200 MB Fiber Internet with 1 static IP address	\$180.00	
		Each Additional Static IP Address	\$24.95	
Badging Fees				
(DAA Employees, ARFF, CBP, Duluth PD and Fire & 148th Badges are exempt)		SIDA & Sterile Badge	\$200.00	
		AOA Badge	\$125.00	
		Landside Badge	\$65.00	
		Incomplete	\$100.00	
(All fees to be paid regardless of whether badge is issued)		SIDA & Sterile Renewal	\$115.00	
		AOA Renewal	\$65.00	
		Renewal > 30 Days Past Expiration (SIDA, AOA, Sterile)	\$125.00	
		Lost or Non-Returned Badge	\$125.00	
		Badge Handling Fee (ex: company change, access change, etc.)	\$65.00	
		Construction Badge Handling Fee	\$50.00	
Airport Car Rental Customer Facility Charge (CFC)		Rental Car Transaction Per Day Charge	\$4.00	

VII. - C.

Duluth Airport Authority DAA Board Packet Budget vs. Actual Summary From Jan 2023 to Nov 2023

UNAUDITED

Financial Row	Prior Year Actual (Jan 2022 - Nov 2022)	Current Year Actual (Jan 2023 - Nov 2023)	Budget Amount (Jan 2023 - Nov 2023)	% of Budget	Variance from Prior Year	Variance From Budget	Total Budget (Jan 2023 - Adjust 2023)
Ordinary Income/Expense							
Income							
Non-Aeronautical Revenue	2,653,551	3,232,597	2,698,666	119.78%	579,045	533,930	2,950,799
Non-Passenger Aeronautical Revenue	1,467,102	1,565,448	1,516,854	103.20%	98,346	48,594	1,643,775
Passenger Airline Aeronautical Revenue	1,235,493	1,323,674	1,206,628	109.70%	88,181	117,047	1,321,416
Total - Income	5,356,146	6,121,719	5,422,148	112.90%	765,573	699,571	5,915,990
Gross Profit	5,356,146	6,121,719	5,422,148	112.90%	765,573	699,571	5,915,990
Expense							
Miscellaneous Expenses	28,693	91,589	64,166	142.74%	62,896	27,423	71,436
Personnel Compensation & Benefits	2,207,478	2,446,668	2,577,346	94.93%	239,190	(130,678)	2,909,323
Services and Charges	2,043,423	2,202,536	2,081,877	105.80%	159,113	120,659	2,266,993
Supplies	631,678	692,265	667,256	103.75%	60,587	25,009	768,676
Total - Expense	4,911,272	5,433,057	5,390,644	100.79%	521,785	42,413	6,016,427
Net Ordinary Income	444,874	688,661	31,504	2,185.98%	243,788	657,158	(100,437)
Other Income and Expenses							
Other Income	2,295,876	3,195,114	458,585	696.73%	899,238	2,736,529	496,209
Other Expense	147,064	130,133	203,467	63.96%	(16,931)	(73,333)	221,964
Net Other Income	2,148,812	3,064,981	255,118	1,201.40%	916,169	2,809,863	274,245
Net Income Exclusive of Project Expenses, Depreciation & Amortization	2,593,686	3,753,642	286,622	1,309.62%	1,159,957	3,467,021	173,808
Projects/Grants	7,634,123	11,302,422	16,444,514	68.73%	3,668,300	(5,142,092)	17,939,470
Depreciation & Amortization	(9,847,904)	0	(9,175,302)	0.00%	9,847,904	9,175,302	(10,007,639)
Net Income	379,904	15,056,065	7,555,834	199.26%	14,676,160	7,500,230	8,105,638

- **Overall:** At the time this report was generated for the above period, the DAA is at an overall favorable variance budget vs actual of over \$3.4M. COVID Relief Funds are responsible for \$2.4M this positive variance. The 2023 budget assumed \$1,438,776 of cash reserves would be used to keep the budget flat. Excluding COVID relief funds, the DAA is at a favorable variance of budget vs actual of over \$1M.
- **Operating Revenue:** Non-Aeronautical Revenue is \$534k over budget overall due to increased parking revenues of over \$324k, car rental concessions of \$80k and food and beverage concessions of \$21k. Non-passenger aeronautical revenue is 48k over budget due to increased concessions and rent. Passenger Airline Aeronautical revenue is 117k over budget due to increased rent. Operating Revenues are nearly \$700k over budget overall.
- **Operating Expenses:** Personnel Compensation and Benefits are \$130k under budget. Supplies are 25k over budget. Services and charges are 120k over budget. Operating expenses are \$42k over budget overall.
- **Non-Operating Revenue:** Non-operating revenue is substantially over budget because we requested all remaining COVID relief in January 2023. This totaled \$2.4M. Interest income is up \$272k due to our increased cash balance. PFCs came in \$64k over budget as well.
- **Non-Operating Expenses:** Non-Operating Expenses are down \$73k, as the line of credit has not been utilized.
- **Report Disclaimer:** The results of this report are expected to change slightly with delayed revenue and expense postings as well as audit adjustments. Expenses will be reviewed for capitalization at year-end which may adjust these numbers.
- **OPERATING POLICY #28 MINIMUM CASH BALANCE REPORTING AS OF 1/10/2024:**
 - Minimum Cash Balance Goal: \$2,801,956
 - Current Balance: \$7,192,381 (does not include grants receivable)
 - Days Cash on Hand: 462 days currently vs 180 day benchmark (282 days over goal)

Duluth Airport Authority
Income Statement
From Jan 2023 to Nov 2024

Financial Row	Amount
Ordinary Income/Expense	
Income	
Non-Aeronautical Revenue	
Advertising Income	\$29,840.20
Concession Revenue	
ATM	\$479.00
Car Rental Concession	\$572,884.57
Food & Beverage Concession	\$86,013.47
Lottery Concessions	\$1,609.78
Parking	\$144,216.13
Per Departure Fee	\$3,330.00
Per Passenger Fee	\$33,881.00
Services/Other	\$771.89
TNC Per Trip Fee	\$10,774.50
Vending	\$5,861.75
Total - Concession Revenue	\$859,822.09
Customer Facility Charges	\$230,572.00
Miscellaneous Revenues	\$106,842.19
Parking	\$1,396,846.88
Permits	\$8,670.51
Plowing Services	\$2,022.96
Reimbursed Expenses	\$87,287.16
Rent	\$280,652.21
Sponsorship Income	\$77,000.00
State Aid	\$264,988.90
Total - Non-Aeronautical Revenue	\$3,344,545.10
Non-Passenger Aeronautical Revenue	
Aviation Gas	\$63,621.42
Concession Revenue	\$169,788.19
Event Income	\$38,999.10
Landing Fees	\$36,673.06
Ramp Fees	\$23,358.48
Rent	\$1,317,088.46
Security Reimbursement	\$92,351.33
Tie Downs	\$7,615.00
Total - Non-Passenger Aeronautical Revenue	\$1,749,495.04
Passenger Airline Aeronautical Revenue	
Landing Fees	\$279,869.23
Per Use Fee	\$5,324.85
Terminal Office/Space Rental	\$1,038,480.05
Total - Passenger Airline Aeronautical Revenue	\$1,323,674.13
Total - Income	\$6,417,714.27
Gross Profit	\$6,417,714.27
Expense	
Miscellaneous Expenses	\$100,024.54
Personnel Compensation & Benefits	
Benefit Administration Fees	\$295.80
Employer Contributions for Retirement	\$238,917.20
Employer Paid Insurance	\$443,444.95
Retiree Benefits	\$138,818.51
Unemployment Compensation	\$2,909.55
Wages & Salaries	\$1,814,177.20
Worker's Compensation	\$31,241.04
Total - Personnel Compensation & Benefits	\$2,669,804.25
Services and Charges	
Advertising	\$2,929.00

Financial Row	Amount
Badging	\$5,000.00
Central Services Fee	\$79,705.00
Communications & Technology	\$219,267.77
Employee Development Services	\$71,906.90
Employee Physicals	\$3,638.00
Finance Charge	\$1,050.00
Insurance	\$121,739.44
Marketing	\$139,949.20
Professional Services	\$461,683.22
Rentals	\$13,452.68
Repairs and Maintenance - Contractual/Services	\$600,894.63
Sponsorship Expenses	\$10,650.00
Transportation	\$518.22
Utility Services	
Electric	\$346,906.20
Fuel Oil	\$1,358.07
Natural Gas	\$57,092.91
Propane	\$1,877.17
Refuse Disposal	\$25,359.45
Storm Water	\$119,247.26
Water	\$16,066.68
Total - Utility Services	\$567,907.74
Total - Services and Charges	\$2,300,291.80
Supplies	
Merchandise for Resale	\$57,995.16
Office Supplies	\$33,650.36
Operating Supplies	
Cleaning & Janitorial	\$20,768.83
Customer Service	\$4,276.63
Lubricants & Additives	\$16,635.67
Meeting Supplies	\$4,242.34
Motor Fuels	\$144,787.11
PPE Reimbursement	\$3,930.03
Safety & Environmental	\$623.73
Signs	\$9,361.96
Wildlife Control	\$3,503.17
Total - Operating Supplies	\$208,129.47
Repairs & Maintenance Supplies	\$404,764.61
Total - Supplies	\$704,539.60
Total - Expense	\$5,774,660.19
Net Ordinary Income	\$643,054.08
Other Income and Expenses	
Other Income	
Capital Contributions	
Grants	\$14,126,234.46
Total - Capital Contributions	\$14,126,234.46
Non-Operating Revenue	
Interest Income	\$355,703.42
Passenger Facility Charges	\$471,170.56
Total - Non-Operating Revenue	\$826,873.98
Total - Other Income	\$14,953,108.44
Other Expense	
Non-Operating Expense	
Interest Expense	\$141,963.72
Total - Non-Operating Expense	\$141,963.72
Total - Other Expense	\$141,963.72
Net Other Income	\$14,811,144.72
Net Income	\$15,454,198.80

Duluth Airport Authority
Balance Sheet
End of Nov 2023

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
Checking Account	\$47,052.80
Lottery Account	\$6,846.31
Petty Cash	\$142.89
Pooled Cash - City Balance	\$7,595,463.73
Total Bank	\$7,649,505.73
Accounts Receivable	
Accounts Receivable - Restricted PFC	\$40,522.17
Accounts Receivable Billed	\$467,021.44
Accrued Receivable	\$22,029.61
Grants Receivable	\$3,269,205.52
ST Lease Receivable	\$77,794.05
Total Accounts Receivable	\$3,876,572.79
Other Current Asset	
Inventory Assets	\$48,433.08
Prepaid Items	\$54,580.01
Undeposited Funds	\$274,695.69
Total Other Current Asset	\$377,708.78
Total Current Assets	\$11,903,787.30
Fixed Assets	
Accumulated Depreciation	(\$152,234,067.04)
Capital Assets	\$265,308,374.21
Work in Progress	\$16,603,334.99
Total Fixed Assets	\$129,677,642.16
Other Assets	
	\$6,539,859.62
Total ASSETS	\$148,121,289.08
Liabilities & Equity	
Current Liabilities	
Accounts Payable	
Accounts Payable	\$206,749.54
Contracts Payable	\$1,222,342.40
Lottery Payable	\$5,437.08
Total Accounts Payable	\$1,434,529.02
Credit Card	
	\$12,218.86
Other Current Liability	
Accrued Expense	(\$6,100.00)
Accrued Interest	\$102,089.66
Accrued Sales Taxes Payable - All	\$11,519.00
Accrued Vacation	\$126,146.44
Deferred Inflows - Lease Asset	\$2,300,124.37
Deferred Inflows - OPEB Liabilities	\$76,820.00
Deferred Inflows - Pension	\$23,745.00
Loans Payable to City of Duluth	\$930,000.00
Unearned Revenue - Current	\$183,449.48
Unearned Revenue - Non Current	\$97,765.70
Total Other Current Liability	\$3,845,559.65
Total Current Liabilities	\$5,292,307.53
Long Term Liabilities	
	\$9,263,451.45
Equity	
Contributed Equity	\$16,621,668.70
Retained Earnings	\$101,887,796.54
Net Income	\$15,056,064.86
Total Equity	\$133,565,530.10
Total Liabilities & Equity	\$148,121,289.08

**Duluth Airport Authority
Duluth A/R Aging Report
As of January 9, 2024**

Filters: Transaction Type (equal to Invoice, Payment, Credit Memo)

CUSTOMER	TRANSACTION TYPE	TRANSACTION DATE	TRANSACTION NUMBER	DUE DATE	AGE	CURRENT	12/10/2023 -	11/10/2023	10/11/2023 -	BEFORE	TOTAL
						Open Balance	1/8/2024 (30) Open Balance	- 12/9/2023 (60) Open Balance	11/9/2023 (90) Open Balance	10/11/2023 (>90) Open Balance	Open Balance
Aeronautical Radio, Inc.	Invoice	1/4/2024	12526	2/3/2024	5	\$0.00	\$5.19	\$0.00	\$0.00	\$0.00	\$5.19
Avis Rent A Car						\$0.00	\$2,180.90	\$0.00	\$0.00	\$0.00	\$2,180.90
Azbell, Austin						\$0.00	\$153.00	\$0.00	\$0.00	\$156.00	\$309.00
Bemidji Aviation	Invoice	12/31/2023	12558	1/30/2024	9	\$0.00	\$930.93	\$0.00	\$0.00	\$0.00	\$930.93
BKR Investments						\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	\$750.00
DBA Duluth Pack											
Brenholdt, Jacob	Invoice	1/3/2024	12515	2/2/2024	6	\$0.00	\$51.00	\$0.00	\$0.00	\$0.00	\$51.00
Brown, James	Invoice	1/4/2024	12534	2/3/2024	5	\$0.00	\$329.02	\$0.00	\$0.00	\$0.00	\$329.02
Budget Rent A Car	Invoice	1/3/2024	12495	2/2/2024	6	\$0.00	\$1,862.75	\$0.00	\$0.00	\$0.00	\$1,862.75
Capstan Corporation						\$0.00	\$4,558.00	\$0.00	\$0.00	\$0.00	\$4,558.00
Chandler, Eric	Payment	12/13/2023	10827	12/13/2023	27	\$0.00	(\$612.00)	\$0.00	\$0.00	\$0.00	(\$612.00)
Churchill, Sean						\$0.00	\$302.00	\$0.00	\$0.00	\$0.00	\$302.00
Cirrus Design Corporation						\$0.00	\$23,758.12	\$998.97	\$4,156.30	\$33,170.20	\$62,083.59
City of Duluth						\$0.00	\$1,770.34	\$3,850.34	\$0.00	\$0.00	\$5,620.68
Cohen, Marc						\$0.00	\$51.00	\$51.00	\$51.00	\$0.00	\$153.00
Crandell, Nancy	Invoice	12/18/2023	12434	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
Dahlstrom, Heidi	Payment	12/14/2023	10829	12/14/2023	26	\$0.00	(\$153.00)	\$0.00	\$0.00	\$0.00	(\$153.00)
Dal Santo, Frances M						\$0.00	\$508.56	\$0.00	\$0.00	\$0.00	\$508.56
Delta Airlines						\$0.00	\$58,429.27	\$0.00	\$0.00	\$0.00	\$58,429.27
DeSutter, Peter	Invoice	1/3/2024	12513	2/2/2024	6	\$0.00	\$51.00	\$0.00	\$0.00	\$0.00	\$51.00
Divine Carriers						\$0.00	\$147.60	\$139.27	\$139.27	\$474.89	\$901.03
Dudley Bruce	Invoice	8/15/2023	11840	9/14/2023	147	\$0.00	\$0.00	\$0.00	\$0.00	\$90.00	\$90.00
Duluth Flying Club	Invoice	12/12/2023	12395	1/11/2024	28	\$0.00	\$65.00	\$0.00	\$0.00	\$0.00	\$65.00
Duluth Hangar, LLC	Invoice	1/4/2024	12531	2/3/2024	5	\$0.00	\$869.48	\$0.00	\$0.00	\$0.00	\$869.48
Duluth Seaway Port Authority	Invoice	12/18/2023	12432	1/17/2024	22	\$0.00	\$2,093.23	\$0.00	\$0.00	\$0.00	\$2,093.23
Dunker, Christopher L	Invoice	3/17/2022	9478	4/16/2022	663	\$0.00	\$0.00	\$0.00	\$0.00	\$9,128.20	\$9,128.20
Ellefson, Nicholas	Invoice	1/4/2024	12540	2/3/2024	5	\$0.00	\$254.28	\$0.00	\$0.00	\$0.00	\$254.28
Enterprise Leasing Company						\$0.00	\$136.84	\$0.00	\$0.00	\$0.00	\$136.84
Federal Express Corporation	Invoice	11/6/2023	12262	12/6/2023	64	\$0.00	\$0.00	\$0.00	\$230.00	\$0.00	\$230.00
FeraDyne Outdoors	Invoice	12/18/2023	12453	1/17/2024	22	\$0.00	\$2,756.00	\$0.00	\$0.00	\$0.00	\$2,756.00
Fetter, Jordan						\$0.00	\$51.00	\$51.00	\$51.00	\$51.00	\$204.00
General Services Administration	Invoice	1/4/2024	12524	2/3/2024	5	\$0.00	\$5,631.76	\$0.00	\$0.00	\$0.00	\$5,631.76
Goritchan Boris						\$0.00	\$0.00	\$0.00	\$0.00	\$2,004.00	\$2,004.00
Great Northern Adjusting	Invoice	12/18/2023	12447	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
Griffith Evans	Invoice	12/15/2023	12418	1/14/2024	25	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00
Hagberg, Rick						\$0.00	\$254.28	\$0.00	\$206.56	\$0.00	\$460.84
Hall John	Invoice	1/3/2024	12501	2/2/2024	6	\$0.00	\$315.47	\$0.00	\$0.00	\$0.00	\$315.47

CUSTOMER	TRANSACTION TYPE	TRANSACTION DATE	TRANSACTION NUMBER	DUE DATE	AGE	CURRENT	12/10/2023 - 1/8/2024 (30)	11/10/2023 - 12/9/2023 (60)	10/11/2023 - 11/9/2023 (90)	BEFORE 10/11/2023 (>90)	TOTAL
						Open Balance	Open Balance	Open Balance	Open Balance	Open Balance	Open Balance
Harris, Melissa	Invoice	12/20/2023	12475	1/19/2024	20	\$0.00	\$153.00	\$0.00	\$0.00	\$0.00	\$153.00
Hatfield, Dan						\$0.00	\$508.56	\$0.00	\$0.00	\$0.00	\$508.56
Hausmann, Jeff	Invoice	12/18/2023	12443	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
Hermantown Hydraulics						\$0.00	\$714.90	\$714.90	\$714.90	\$981.98	\$3,126.68
Hillman Colin	Invoice	1/4/2024	12549	2/3/2024	5	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
Hughes, Timothy	Invoice	12/20/2023	12476	1/19/2024	20	\$0.00	\$153.00	\$0.00	\$0.00	\$0.00	\$153.00
Hunstad, Nicholas	Invoice	1/3/2024	12512	2/2/2024	6	\$0.00	\$114.83	\$0.00	\$0.00	\$0.00	\$114.83
HydroSolutions Of Duluth, Inc.	Invoice	1/3/2024	12502	2/2/2024	6	\$0.00	\$3,466.75	\$0.00	\$0.00	\$0.00	\$3,466.75
Jauss Aviation Inc.						\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$1,800.00
Johnson, Richard	Invoice	1/4/2024	12535	2/3/2024	5	\$0.00	\$100.10	\$0.00	\$0.00	\$0.00	\$100.10
Johnston, Paul						\$0.00	\$302.00	\$0.00	\$0.00	\$0.00	\$302.00
K & D Auctions						\$0.00	\$0.00	\$0.00	(\$1,139.22)	(\$2,333.22)	(\$3,472.44)
Kleen-Tech Services, LLC						\$0.00	\$729.97	\$708.69	\$0.00	\$708.69	\$2,147.35
Lake Superior College	Invoice	1/4/2024	12525	2/3/2024	5	\$0.00	\$34,468.27	\$0.00	\$0.00	\$0.00	\$34,468.27
Lake Superior Helicopters						\$0.00	\$5,544.79	\$0.00	\$0.00	\$0.00	\$5,544.79
Letten, George	Invoice	12/18/2023	12452	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
Lyft, Inc.	Invoice	1/3/2024	12492	2/2/2024	6	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
M & M Light Transport						\$0.00	\$508.56	\$0.00	\$0.00	\$65.00	\$573.56
Maurices, Inc.	Invoice	12/18/2023	12436	1/17/2024	22	\$0.00	\$4,558.00	\$0.00	\$0.00	\$0.00	\$4,558.00
MediaUSA Advertising Inc	Payment	12/11/2023	10849	12/11/2023	29	\$0.00	(\$1,438.00)	\$0.00	\$0.00	\$0.00	(\$1,438.00)
Messerer Jon	Invoice	9/1/2023	11953	10/1/2023	130	\$0.00	\$0.00	\$0.00	\$0.00	\$60.58	\$60.58
Minnesota Air National Guard						\$0.00	\$21,243.73	\$0.00	\$0.00	\$0.00	\$21,243.73
Minnesota Department of Transportation						\$0.00	\$845,789.30	\$28,226.00	\$316,910.46	\$51,519.69	\$1,242,445.45
Minnesota Power	Invoice	1/3/2024	12504	2/2/2024	6	\$0.00	\$466.46	\$0.00	\$0.00	\$0.00	\$466.46
Monaco Air Duluth						\$0.00	\$6,846.34	\$6,846.34	\$6,846.34	\$0.00	\$20,539.02
Mountain Air Cargo						\$0.00	\$3,768.05	\$0.00	\$0.00	\$0.00	\$3,768.05
National Bank of Commerce	Invoice	12/18/2023	12429	1/17/2024	22	\$0.00	\$129.00	\$0.00	\$0.00	\$0.00	\$129.00
Northland Constructors, Inc.	Invoice	1/3/2024	12508	2/2/2024	6	\$0.00	\$181.50	\$0.00	\$0.00	\$0.00	\$181.50
Oakwells CR, LLC	Invoice	1/4/2024	12521	2/3/2024	5	\$0.00	\$120.00	\$0.00	\$0.00	\$0.00	\$120.00
On Site Enterprises, Inc						\$0.00	(\$505.97)	\$0.00	\$0.00	(\$2.00)	(\$507.97)
Opack Matthew Jr.						\$0.00	\$498.30	\$0.00	\$0.00	\$65.00	\$563.30
Padden Geary	Payment	1/2/2024	10913	1/2/2024	7	\$0.00	(\$612.00)	\$0.00	\$0.00	\$0.00	(\$612.00)
Palmer, John	Invoice	12/14/2023	12417	1/13/2024	26	\$0.00	\$249.15	\$0.00	\$0.00	\$0.00	\$249.15
Parking Lot Miscellaneous Customers						\$0.00	\$0.00	\$0.00	\$806.00	\$155.00	\$961.00
Parthe, Lance						\$0.00	\$658.04	\$0.00	\$276.64	\$0.00	\$934.68
Patnaude, Jason	Payment	12/21/2023	10883	12/21/2023	19	\$0.00	(\$612.00)	\$0.00	\$0.00	\$0.00	(\$612.00)
Payne, Robert						\$0.00	\$658.04	\$0.00	\$0.00	\$0.00	\$658.04
Peterson, Kevin	Payment	12/14/2023	10828	12/14/2023	26	\$0.00	(\$612.00)	\$0.00	\$0.00	\$0.00	(\$612.00)
Pettis, Kevin	Invoice	10/4/2023	12124	11/3/2023	97	\$0.00	\$0.00	\$0.00	\$0.00	\$65.00	\$65.00
Petty, Robin	Invoice	12/18/2023	12451	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
Premium Air, LLC						\$0.00	\$53.35	\$0.00	\$0.00	\$65.00	\$118.35

CUSTOMER	TRANSACTION TYPE	TRANSACTION DATE	TRANSACTION NUMBER	DUE DATE	AGE	CURRENT	12/10/2023 - 1/8/2024 (30)	11/10/2023 - 12/9/2023 (60)	10/11/2023 - 11/9/2023 (90)	BEFORE 10/11/2023 (>90)	TOTAL
						Open Balance	Open Balance	Open Balance	Open Balance	Open Balance	Open Balance
Rasier, LLC	Invoice	1/3/2024	12493	2/2/2024	6	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
Rehabilitation Counselors, Inc.	Payment	8/19/2019	5002	8/19/2019	1,604	\$0.00	\$0.00	\$0.00	\$0.00	(\$75.00)	(\$75.00)
Reinert Roger						\$0.00	\$90.00	\$0.00	\$90.00	\$90.00	\$270.00
Richmond, Keith	Invoice	12/18/2023	12427	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
RS&H						\$0.00	\$2,761.77	\$0.00	\$120.00	\$0.00	\$2,881.77
SEH	Invoice	1/3/2024	12510	2/2/2024	6	\$0.00	\$28.33	\$0.00	\$0.00	\$0.00	\$28.33
Sinex, Barry	Payment	12/14/2023	10876	12/14/2023	26	\$0.00	(\$90.00)	\$0.00	\$0.00	\$0.00	(\$90.00)
Smarte Carte Inc	Payment	1/2/2024	10901	1/2/2024	7	\$0.00	(\$78.55)	\$0.00	\$0.00	\$0.00	(\$78.55)
Stevens, Mike						\$0.00	\$508.56	\$0.00	\$0.00	\$0.00	\$508.56
Sun Country, Inc. dba Sun Country Airlines						\$0.00	\$2,579.04	(\$5.04)	\$0.00	\$0.00	\$2,574.00
Sundquist, Margie						\$0.00	\$51.00	\$51.00	\$51.00	\$0.00	\$153.00
Sydow Dan						\$0.00	\$658.03	\$0.00	\$0.00	\$0.00	\$658.03
The Landline Company						\$0.00	\$618.19	\$3,472.16	\$0.00	\$0.00	\$4,090.35
Twin Ports Dermatology	Invoice	12/18/2023	12428	1/17/2024	22	\$0.00	\$2,279.00	\$0.00	\$0.00	\$0.00	\$2,279.00
United Airlines						\$0.00	\$36,503.06	\$0.00	\$1,659.08	\$0.00	\$38,162.14
Williams, Ron						\$0.00	\$508.56	\$0.00	\$0.00	\$0.00	\$508.56
Total						\$0.00	\$1,098,686.03	\$47,154.63	\$331,419.33	\$96,440.01	\$1,573,700.00

VII. - E.

Month	DELTA					UNITED					SUN COUNTRY					CHARTERS - SUN COUNTRY					Total Passenger Data Including Charters						
	2023 Enplanements		2023 Deplanements		Total	2023 Enplanements		2023 Deplanements		Total	2023 Enplanements		2023 Deplanements		Total	2023 Enplanements		2023 Deplanements		Total	2023 Enplanements			2023 Deplanements			Total Passengers
	Revenue	Non Rev	Revenue	Non Rev		Revenue	Non Rev	Revenue	Non Rev		Revenue	Non Rev	Revenue	Non Rev		Revenue	Non Rev	Revenue	Non Rev		Revenue	Non Rev	Revenue	Non Rev	Revenue	Non Rev	
JAN	4,890	245	4,344	244	9,723	3,393	118	3,001	79	6,591	117	1	1,265	-	1,383	0	0	0	0	-	8,400	364	8,764	8,610	323	8,933	17,697
FEB	4,521	163	4,217	139	9,040	3,557	77	3,491	72	7,197	1,207	1	2,096	5	3,309	0	0	179	0	179	9,285	241	9,526	9,983	216	10,199	19,725
MAR	6,049	166	1,206	47	7,468	4,232	113	4,274	87	8,706	3,040	13	2,750	4	5,807	183	0	180	0	363	13,504	292	13,796	8,410	138	8,548	22,344
APR	5,355	169	5,383	172	11,079	3,585	99	3,594	81	7,359	1,399	4	1,635	7	3,045	183	0	183	0	366	10,522	272	10,794	10,795	260	11,055	21,849
MAY	6,470	192	6,812	188	13,662	3,722	104	4,035	100	7,961	-	-	-	-	-	177	0	177	0	354	10,369	296	10,665	11,024	288	11,312	21,977
JUN	6,421	192	6,413	140	13,166	3,049	66	3,079	51	6,245	-	-	-	-	-	0	0	0	0	-	9,470	258	9,728	9,492	191	9,683	19,411
JUL	7,821	169	7,968	212	16,170	3,633	109	3,636	70	7,448	-	-	-	-	-	343	0	343	0	686	11,797	278	12,075	11,947	282	12,229	24,304
AUG	8,177	229	7,828	247	16,481	5,215	123	5,020	121	10,479	-	-	-	-	-	-	-	-	-	-	13,392	352	13,744	12,848	368	13,216	26,960
SEP	6,155	159	5,655	170	12,139	4,702	110	4,562	106	9,480	-	-	-	-	-	-	-	-	-	-	10,857	269	11,126	10,217	276	10,493	21,619
OCT	6,136	153	5,572	158	12,019	3,760	57	3,678	55	7,550	-	-	-	-	-	177	-	177	-	354	10,073	210	10,283	9,427	213	9,640	19,923
NOV	5,980	167	5,709	165	12,021	2,690	51	2,712	57	5,510	-	-	-	-	-	170	0	168	0	338	8,840	218	9,058	8,589	222	8,811	17,869
DEC	5,519	152	5,535	159	11,365	2,570	65	2,674	44	5,353	-	-	-	-	-	-	-	-	-	-	8,089	217	8,306	8,209	203	8,412	16,718
Total	73,494	2,156	66,642	2,041	144,333	44,108	1,092	43,756	923	89,879	5,763	19	7,746	16	13,544	1,233	0	1,407	0	2,640	124,598	3,267	127,865	119,551	2,980	122,531	250,396

Jenny Delnay

From: Yaroslavna Alvarez <yaroslavna.alvarez@landlineco.com>
Sent: Wednesday, January 10, 2024 1:43 PM
To: AR; Jennifer Szekely; Jenny Delnay
Subject: DLH Dec 2023 Stats

Good afternoon Jenny,

Please see below Dec 2023 stats, let me know if you need anything else.

Also, I would like to introduce you to Jennifer Szekely, our Accounting Manager, over the next few months she will be taking over this reporting from me.

	Sep 2023	Oct 2023	Nov 2023	Dec 2023
Departing Rev Pax	486	642	663	834
Van Departures	4	-	-	-
Bus Departures	24	22	22	27
Total Departures	28	22	22	27

Dec 2023			
Pax Type	Market	Pax Count	Seats (AU)
Revenue	Departures	834	1,242
	Arrivals	738	1,242
Revenue Total		1,572	2,484
NonRev	Departures	24	-
	Arrivals	20	-
NonRev Total		44	-
Grand Total		1,616	2,484

Thank you and have a great day!

Slava

LANDLINE

Yaroslavna Alvarez | Director of Finance

yaroslavna.alvarez@landlineco.com | landline.com

