



# DULUTH AIRPORT AUTHORITY

## DULUTH AIRPORT AUTHORITY MEETING AGENDA JUNE 18, 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 May 15, 2024 Board Meeting Minutes

#### **III. \*DAA CASH DISBURSEMENTS**

A. Operating Check Registers #12-15 of 2024; Operating ACH Payment Register #12-16 of 2024; Construction ACH Register #7 of 2024; Construction ACH Pay.gov Register #2 of 2024.

#### **IV. \*CORRESPONDENCE**

A. DLH Construction Notice

- i. May 16, 2024
- ii. May 24, 2024
- iii. June 3, 2024
- iv. June 7, 2024

B. DLH Building 100 Demolition Construction Notice

- i. May 13, 2024
- ii. June 11, 2024

C. DYT Construction Newsletter.

- i. May 15, 2024
- ii. June 12, 2024

D. May 14, 2024: Duluth Airport Authority Celebrates First Set of Hangars Built in 25 Years. Fox21Online.

E. May 14, 2024: Duluth Airport Authority celebrates new hangar project. Northern News Now.

F. June 5, 2024: Letter from Ryan Kern, President/Founder of Duluth Airshow.

G. June 10, 2024: Email and Response regarding Data Practices Request for Midfield Ramp.

#### **V. OPPORTUNITY FOR PERSONS TO BE HEARD**

#### **VI. OLD BUSINESS**



None

**VII. NEW BUSINESS**

- A. Resolution to Approve Amendment #1 between the Duluth Airport Authority and EXP, Inc, for the Design of a New Air Traffic Control Tower.
- B. Resolution to Approve the Retailer Concession Contract and Addendum Between the Duluth Airport Authority and Minnesota State Lottery.
- C. Resolution to Approve the Termination of Sky Harbor Hangar 1 Seasonal Hangar Lease and the Air Tour Operator Agreement effective May 1, 2024, Between the Duluth Airport Authority and Weidendorf Investments LLC DBA Scenic Airrides.
- D. Resolution to Approve an Increased Maximum Price of \$110,000 on the Property and Equipment Insurance Agreement with the City of Duluth.
- E. Resolution to Approve FY25 Marketing Plan and to Authorize Giant Voices to Place Media on Behalf of the DAA.
- F. Resolution Approving the Creation of a Duluth Airport Authority Task Force on Fixed Based Operator Acquisition
- G. Resolution to Approve Employee Incentive Award to Tristan Durfee in the amount of \$1,000.00.
- H. Resolution to Approve the Selection of Duluth Airport Authority Officers effective July 1, 2024.
- I. \*April 2024 Financial Reports
- J. \*June 2024 Accounts Receivable
- K. \*May 2024 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).***