



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, October 15th, 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

In accordance with the requirements of Minn. Stat. Section 13D.02, Director Jeff Anderson will appear remotely via interactive technology from the following public location:
Michelangelo Hotel Viale Fratelli Rosselli, 2, 50123 Firenze
Florence, Italy

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.



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DULUTH AIRPORT AUTHORITY MEETING AGENDA OCTOBER 15, 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 September 17, 2024 Board Meeting Minutes

III. *DAA CASH DISBURSEMENTS

- A. Operating Check Registers #24-25; Operating ACH Payment Registers #25-26; Construction ACH Registers #12-13.

IV. *CORRESPONDENCE

- A. DLH Construction Notice
 - i. September 13, 2024
 - ii. September 20, 2024
 - iii. September 27, 2024
 - iv. October 4, 2024
- B. September 13, 2024: The Duluth Airport Authority Receives Grant of Over \$10 Million. WDIO.com.
- C. September 22, 2024: Sun Country Flights from Duluth to Fort Myers Returning in 2025. DNT.
- D. September 22, 2024: Direct Flights from Duluth to Fort Myers Back by Popular Demand. WDIO.com.
- E. October 8, 2024: Letter to Tenants Regarding Impact Study. DAA.

V. OPPORTUNITY FOR PERSONS TO BE HEARD

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- A. Resolution to Approve the Write-Off of an Accounts Receivable Balance of \$1,526.68 for Hermantown Hydraulics Per Operating Policy #23.



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- B. Resolution to Approve Memorandum of Understanding Between the Duluth Airport Authority and the Federal Aviation Administration.
- C. Resolution to Approve Revocable Right of Entry Permit Between the Duluth Airport Authority and the Federal Aviation Administration.
- D. Resolution to Approve the Installation of Luminary Art by Leonarda Boughton.
- E. *August 2024 Financial Reports
- F. *October 2024 Accounts Receivable
- G. *September 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).



DATE: October 15, 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)
- Construction:
 - Taxiway A – Phase 3 Construction
 - Customs and Border Protection Federal Inspection Services Construction Update
- Operations and Maintenance:
- Sky Harbor:
 - New Sky Harbor Airport Terminal
 - New Snow Removal Equipment Building

BUSINESS/PROPERTY DEVELOPMENT

- LifeLinkIII Project Update

FINANCIAL UPDATE

- Draft 2025 DLH Rates and Charges Schedule
- Draft 2025 DYT Rates and Charges Schedule
- Draft 2025 Annual Budget

MARKETING/COMMUNICATIONS

- Duluth International Airport Economic Impact Study
- Sky Harbor Naming Event
- Customer Survey

LEGISLATIVE UPDATE

- ATCT Advocacy Update
- State Air Carrier Incentive Program Study



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PRESENTATIONS/TOURS/TRAVEL RECAP

- AAAE National Airports Conference

OTHER

- Kaplin Kirsch Professional Service Agreement
- Local Air Service Action Committee Chair

Submitted by,

Tom Werner, A.A.E.
Executive Director

II. Previous Meeting Minutes



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Duluth Airport Authority Meeting Minutes September 17, 2024

MEETING LOCATION: Sky Harbor Airport Hangar

DIRECTORS PRESENT: Kevin O'Brien, President
Michael Henderson, Vice President
Jason Crawford
Sandy Hoff
Briana Johnson

DIRECTORS ABSENT: Jeff Anderson, Secretary
Elissa Hansen

OTHERS PRESENT: Tom Werner, DAA Executive Director
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 Finance Technician
Aimee Bone, DAA Administrative Coordinator
Tristan Durfee, DAA Sky Harbor
Shawn McMahan, SEH
Kaci Nowicki, SEH
Rob Missinne, Monaco
Eric Monson, Lake Superior Helicopters

OTHERS PARTICIPATING VIA ELECTRONIC MEANS:

Mark Papko, DAA Dir. of Operations
Kathy Leon, DAA Confidential Bookkeeper
Don Monaco, Monaco Air Duluth
Paul Huston, HNTB
Matthew Stewart, SEH
Robb Enslin, Duluth City Attorney
Dante Tomassoni, Cirrus
Dexter Silvers, H+U Construction

CALL TO ORDER: Dir. O'Brien called the DAA board meeting to order at 8:00 a.m. Dir. O'Brien noted that Dirs. Hansen and Anderson were absent.

Dir. O'Brien 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 presented year-to-date numbers. He shared that year-to-date enplanements are down 1% passengers, but overall in strong shape considering how DLH came out of spring break. Data projects a small peak in numbers, and possible positive growth report will be available next week. Delta passengers up 10%, figures show growth



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increasing year over year. Airline partners are increasing capacity. Load factors continue to be strong, with Delta at 80%, and United 83-84% (reached over 90% in recent months). Carriers are offering more seats and with fewer sold, but overall a good mix for August. Airline market share shows Delta's passenger market share is 61% versus United at 39%. Total seats Delta remains dominant at 59%, and United at 41%. The main takeaway is the incremental improvement year over year, month after month when comparing same period of the prior two years in the seat count. Mr. Werner expects next year's seat count for August trend to continue.

- Nothing to update on the national front, however the Boeing strike was announced after presentation was assembled and that may affect next year's aircraft deliveries but won't know for a while.
- Delta and United will start a three daily departure schedule on October 26th. Until then, will be able to report good capacity growth for September and October.
- Meeting confirmed with Breeze Airways scheduled for October 21st and trying to secure meetings with Delta, United. Sky West meeting schedule for October 30th to discuss Denver.
 - Mr. Hoff asked about 80% load factor and a common breaking point for profitability. Mr. Werner responded that the common break factor depends on fare price point and costs and sometimes they will operate at a bit of a loss at a drop period. Fares are still relatively high year after year. At last month's board meeting, Mr. Werner shared a graph of profitability for both carriers out of DLH which showed a promising trend of consistency.
 - Mr. Hoff then asked about possible air traffic increase for the North Shore, and Mr. Werner mentioned organizations such as Grandma's and Great Lakes Cruising as two examples. There have been discussions with the carriers about changing schedules and providing larger aircraft to accommodate their needs.

B. Operations/Construction/Planning: Mr. McMahon provided the following construction updates on behalf of Mr. Papko:

- Construction:
 - Taxiway A - Phase 3 Construction: Mr. McMahon shared that it was completed August 26, very impactful and shared images of completion, and said that the ATCT is excited to have their operations back.
 - Taxiway C-There is a robust amount of work being done, such as excavation to install storm lines and updating a city sanitary line underneath the taxiway. The city is reinforcing the sanitary line and combining efforts during this stage of the project. Currently staff are building up this section in order to have a stable base for eventual pavement, which will happen in the next month or so.
 - Future work includes Midfield Ramp Phase 2 construction which starts on September 23rd and is a MNDOT funded project. It's approximately a \$1 million total project cost, project bid with the Phase 5 work to happen next year, but due to contractor's availability and the way work is combined with Phase 5 and the impact of the area, able to get some early work done now in anticipation of the work to come next summer. The work will mostly be in the lower right-hand area of Phase 2 and include new concrete pavement, surface and subsurface drainage improvements, and pavement markings. Pilots in the area have been notified of different taxi routes, and it is expected to take about 45 days.
 - Mr. O'Brien asked if there are any expected cost savings since projects are hand in hand and Mr. McMahon responded that there is. The project was



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bid once before for as much as \$1.3 million and the rebid included Phase 5 and came in at about \$600,000, so substantial savings to combine the projects.

- Customs and Border Protection Federal Inspection Services Construction Update: Mr. McMahon stated that for DLH to accept international commercial arrivals, its Federal Inspections Services (operated by Customs Border Protection) need to be up to standard. An audit is underway to determine what needs to be done to stay up to compliance with the FAA. Updates needed mostly include security related items. The estimated cost for the project is \$800,000 and will include security enhancements, a camera system installation, facility standardization, and signage improvements. The project bid will be opened on Thursday, September 19th at 2 PM and Mr. Papko will give a presentation in October to follow up. Funding is not available but if the facility gets up to standard, then CBP will provide X-ray machines.
 - Mr. Henderson asked what the deadline is on the audit and Mr. McMahon responded that there really isn't one. There is a history of facilities being built for standards, then standards change over time, continuously chasing that, and that's the risk for a project.
- Planning:
 - New Air Traffic Control Tower (ATCT) Update: Mr. McMahon stated recently completed 70% design with FAA and other stakeholders. Incorporating their ideas into the design and moving in the 100% stage in the next month or so, waiting on funding packages from the state legislature and FAA announcements.

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

- Hangar inspections were conducted on September 9th with Mr. Graves and Mr. Snell. Overall, the inspections went well. There were ten hangars that made it difficult to determine if the aircraft were active and operational. Ms. Kayser sent emails to them and asked them to provide a copy of their annual inspection per their hangar agreement and there were also several unkept hangars. One had significant non-aeronautical items and will perform quick follow-ups for ones that had no aircraft, since they could currently be out on flight elsewhere. She has received two annuals so far and will keep staff informed of any further action that needs to take place. Ms. Kayser will reinspect 30 days after to see if the hangars are cleaned up.
- Life Link Hangar Project Update: Ms. Kayser stated that SEH has been working on the design of the facility and on the funding side to determine eligibility with the Federal AIG and MNDOT. Targeting spring 2025 construction start on the facility. Once know more about the ineligibility piece and what the financial structure is going to look like, Ms. Kayser will work on the lease agreement for Life Link.
- Minnesota Power Stebner Rd Project Update: Ms. Kayser stated that this project is moving at a slower pace but had a meeting with the Army Corps of Engineers, City of Rice Lake, and the Arrowhead Regional Development Commission to work out logistics with the wetland permitting and environmental processes.
- Airport Intersection Control Study Brief: Ms. Kayser stated that it is a partnership with the City of Duluth and St. Louis County for the intersection at the airport entrance. A consultant firm named Alliance has been hired from the Twin Cities. A roundabout is being discussed to prevent wrong way traffic. Study will be completed next year.
 - Mr. Werner stated that if a roundabout is the solution for the interaction, additional signage to accompany it may also help with the traffic flow.



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- Ms. Kayser also added that there is a local EAA meeting on Thursday, 9/19, at 7PM.

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

- Administrative Coordinator Introduction: Ms. Bodin introduced Aimee Bone as the new Administrative Coordinator.
- Budget Update: Ms. Bodin stated that she is spending the next two weeks finalizing assumptions and rates that will be presented at the October board meeting in a draft form, and that will give members a couple of weeks to provide feedback and ask questions.
 - Mr. Werner added that the budget preparation is a tremendous opportunity for stakeholders to provide feedback and engage with the board members. It's intentionally a public process so that the public also understands what budgeting implications are.

E. **Marketing/Communications:** Ms. Baker provided an update on the following:

- Sky Harbor Naming Event: Ms. Baker stated that interior and exterior lettering has been installed that was approved earlier this year, still waiting on approval for the bronze plaque to be installed later in October to celebrate accomplishments and naming.
- In-Terminal Advertising Availability: Ms. Baker stated that there are a few product shifts. There is now space above baggage carousel two, above the entrance to the exit corridor is available, as well as the wall of the exit corridor. Ms. Baker is working on sponsorship packages to get these spaces filled with new sponsors and advertisers.

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

- ATCT Advocacy Update: Mr. Werner stated that last week DAA hosted Commissioner Annie Harlem on a tour of the building, as well as the SEH legislative team to also provide advocacy. Mr. Werner also stated that he and Mr. Anderson are working on a couple more passages to achieve local funding, more on that in the future.
- Airport Property Tax Exemption Bill: Mr. Werner stated that this initiative was driven by Cirrus in the past, in recent weeks worked with St. Cloud and Rochester airports also to make an airport property tax exemption. Mr. Werner stated that he, Mr. Anderson, and Mr. Dante Tomassoni traveled to those communities to talk about the bill, it was received well, and they are putting together new bill language, which they hope to reintroduce to this session.

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

- NSR

H. **Other:**

- Mr. Werner introduced and invited Mr. Eric Monson to give an update on Lake Superior Helicopters (LSH) and Sky Harbor Operations.
 - Mr. Monson discussed the operations partnership with Lake Superior Helicopters and Sky Harbor from past two years and how it has developed and grown and shared a visual presentation to accompany his discussion.
 - LSH offers local tours Friday-Sunday with a range of options in price and duration as well as varying tour routes. One of the primary missions of the company has always been to provide a positive experience in aviation for individuals and it has been fun offering that through the partnership with Sky Harbor. LSH offers eight different helicopter tours, which are at very affordable entry level price points,



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starting at \$39. Mr. Monson discussed options for flight path and areas that customers can visit. In addition to a great and fun experience with those touring in the helicopter, LSH is aware of the impact for those on the ground in the communities that the helicopters are flying over to minimize disruption.

- LSH has invested in better AVSB tracking for aircraft and have installed it at a couple of test sites. Mr. Monson said they wanted to do this for a couple of reasons: to address noise sensitive areas, and to be able to track the activity and data in case there are any concerns. Mr. Monson said that most operators fly at an altitude of about 300-500 feet, and they fly at a minimum of 1000 feet which cuts the noise factor in half. Mr. Monson also mentioned that LSH flies over the base of the industrial areas such the shipping and port terminal so customers can see those key areas, which customers are interested in seeing.
- Mr. Monson showed an example of a 5-star review from a recent couple. LSH frequently receives 5-star reviews, and Mr. Monson stated that they have already had about seventy-five in 2024.
- Lake Superior Helicopters has a team of 9 full time pilots, all of whom rotate in the helicopter tour operations at Sky Harbor. The pilots enjoy the interactions with the customers and giving them a positive and fun experience in aviation.
- Mr. Monson said that LSH may be operating tours this winter to fly over Bentleyville and have done so from DLH successfully and can do it from Sky harbor at a discounted price since it's geographically closer.
- The number of tour customers so far for 2024 is about 1,600. Since going into business, the company has given 10,173 tours as of last Thursday, 9/12/24.
- Mr. Hoff asked Mr. Monson about the strategies to drive traffic this summer and looking ahead to Bentleyville?
 - Mr. Monson mentioned that LSH partners with Bentleyville. They have a presence on Bentleyville's website, which is the main driver of traffic to LSH (about 90% of customer base during that time). LSH also donates 10% of everything they receive back to Bentleyville. Aside from that, they also having visibility in Canal Park and recruiting staff to help with that; they have a robust social media campaign for a strong online presence and print media as well. The helicopter tours become one of the most enjoyable weekends for customers when they visit the area.
- Mr. Werner asked Mr. Monson where he sees LSH's growth trajectory?
 - Mr. Monson responded that that is a work in progress, and while there are associated costs to having operations at Sky Harbor, and for operations overall, the DAA has been fantastic to help keep those costs down. Mr. Monson stated that they are seeing consistent growth year after year, especially during fall color season. The growth is exciting, and they hope to stay at Sky Harbor for years to come.
- Mr. Hoff asked Mr. Monson if it is easier to find customers at DLH or Sky Harbor?
 - Mr. Monson replied that people prefer to drive to Sky Harbor. The experience of driving over the iconic Lift Bridge, and generally less traffic than going up to DLH. While they are at Sky Harbor, they can do other activities in the area such as the going to the beach and gazing at the lake. The enjoyable experience of the scenic air ride out of Sky Harbor starts when they drive through Canal Park.
- Mr. O'Brien asked Mr. Monson what his number one challenge on the business side for growth on tourism and business model is.



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- Mr. Monson replied that they have a diverse business plan overall, to include helicopter tour operations in New Orleans, flight training at DLH, helicopter inspection of power lines, pipelines, depends on which branch of the business for challenges. Right now, their biggest challenge is the need for mechanics. Mechanics start with LSH to build experience, then become in demand for other companies. It takes a long time to find the right person. They had a new pilot start a couple of weeks ago and have another one starting soon. LSH also partners with Lake Superior College for mechanics interns currently and they are seeing some success with that. Through their training and evaluations, they can determine if they are good candidates to bring on board. Currently they are short several mechanics.
- Mr. Werner stated that he was happy to hear that LSH partners with Lake Superior College and utilize the talent pipeline. Trying to retain that talent is incredibly important. Mr. Werner then asked Mr. Monson what else the students who come out of the Lake Superior College program need for accreditation in order to be an effective mechanic for LSH?
- Mr. Monson responded that it's based on what they want to with the company; are they specifically interested in helicopters? If not, it's not going to work out. Most of the students coming out of LSC have their credits from a licensing standpoint and have everything they need to get to work on an aircraft, but don't have experience. It has helped to bring them on as interns to help build that experience. LSH works with students for 6-12 months before their completion of the program at LSC and then LSH sends them to the manufacturer's school at Robinson Helicopters (the primary aircraft that LSH flies) in California for a two-week course so they acquire additional training and experience, following a probationary period.
- Mr. Werner asked if the mechanics that they have on staff are primarily taking care of LSH's helicopters and or if they do maintenance on any other aircraft?
 - Mr. Monson said that is the current situation but that a component of their growth is branching out but finding adequate number of mechanics has been their biggest challenge.
- Mr. Hoff stated kudos to Mr. Monson, he's created a great success story for aviation in our local community. Mr. Hoff was taking flight instruction about 15 years ago, and the idea came up to create a company and congratulations on growing the company and success
 - Mr. Monson stated that it was on 1/1/09 that they started operating. 30-35 people on payroll right now, with a goal is to create 100 jobs that didn't exist prior.
- Mr. Werner thanked Mr. Monson for taking the time to give the presentation and for choosing to do business with Sky Harbor and that partnerships like the one with Lake Superior Helicopter are crucial to help fulfill the DAA's business model vision. Mr. Monson appreciated this sentiment.
- Dir. O'Brien thanked everyone for their reviews and moved to item II of the agenda.

II. APPROVAL OF PREVIOUS MEETING MINUTES:

- A. Approval of August 20, 2024 Board Meeting Minutes
 - Dir. O'Brien entertained questions or a motion.
 - Motion: Dir. Henderson
 - Second: Dir. Johnson



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- Abstain: None
- Result: This resolution was adopted unanimously.

B. Approval of September 4, 2024 Board Retreat Minutes

- Dir. O'Brien entertained questions or a motion.
 - Motion: Dir. Crawford
 - Second: Dir. Hoff
 - Abstain: None
 - Result: This resolution was adopted unanimously.

III. *DAA CASH DISBURSEMENTS & OTHER CONSENT AGENDA ITEMS AS INDICATED BY *:

A. Operating Check Registers #22-23; Operating ACH Payment Register #24; Construction ACH Register #11.

- Dir. O'Brien entertained questions or a motion.
 - Motion: Dir. Hoff
 - Second: Dir. Johnson
 - Abstain: None
 - Result: This resolution was adopted unanimously.

IV. *CORRESPONDENCE

A. DLH Construction Notice

- i. August 16, 2024
- ii. August 23, 2024
- iii. September 2, 2024
- iv. September 6, 2024

B. August 13, 2024: Letter from Saint Louis County.

C. August 21, 2024: Inside One of the Most Profitable U.S. Airlines You Haven't Heard of. Skift.

D. September 2024: Tailwind Concessions Acquires Oakwells, Resulting in the Combination of Two Specialized Regional Airport Concessionaires.

E. September 4, 2024: Duluth Industry Leaders Lay Out How to Navigate Changing Tourism Trends. Northern News Now.

V. OPPORTUNITY FOR PERSONS TO BE HEARD

- #### A. None.

VI. OLD BUSINESS

- #### A. None.

VII. NEW BUSINESS

A. Resolution to Approve the Duluth Airport Authority's Title VI Plan.

- Ms. Bodin shared FAA placed emphasis on airports having Title VI plan for federal awards etc. for non-discrimination, goal was before year end and is ready for approval. Updates to websites, RFP, trickle-down effect and have been made.
- Dir. O'Brien entertained questions or a motion.
 - Motion: Dir. Hoff
 - Second: Dir. Henderson
 - Abstain: None
 - Result: This resolution was adopted unanimously.



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- B. Resolution to Approve Amendment One for the Peer to Peer Car Sharing Agreement between the Duluth Airport Authority and TURO Inc.
- Ms. Kayser shared we brought this agreement to you just last month, TURO said it took a while to get Duluth in system. This amendment moves the start date of the agreement from August to October,
 - Dir. O'Brien entertained questions or a motion.
 - Motion: Dir. Crawford
 - Second: Dir. Johnson
 - Abstain: None
 - Result: This resolution was adopted unanimously.
- C. Resolution to Resolution to Approve Terminal Office Space Lease Agreement between the Duluth Airport Authority and Short Elliot Hendrickson, Inc.
- Ms. Kayser shared basic renewal agreement that SEH has had for many years, for their office space that they lease in the terminal.
 - Dir. O'Brien entertained questions or a motion.
 - Motion: Dir. Henderson
 - Second: Dir. Hoff
 - Abstain: None
 - Result: This resolution was adopted unanimously.
- D. *July 2024 Financial Reports
E. *September 2024 Accounts Receivable
F. *August 2024 Airline Statistics, Landline Statistics

VIII. DIRECTOR'S REPORTS

- A. Dir. O'Brien thanked Mr. Durfee for hosting the Board at Sky Harbor.

ADJOURN: The meeting was adjourned at 8:47 a.m.

Respectfully submitted,

Aimee Bone
Administrative Coordinator

Tom
Werner

Digitally signed by
Tom Werner
Date: 2024.10.02
13:46:37 -05'00'

Approved: _____
DAA Executive Director

III. Cash Disbursements

DAA Operating Check Register #24-2024
September 13, 2024

Document Number From 12252 through 12263

Document Number	Date	Transaction Type	Payee	Amount
12252	9/13/2024	BILLPMT	Baker, Natalie	\$60.00
12253	9/13/2024	BILLPMT	Cintas	\$198.42
12254	9/13/2024	BILLPMT	City Of Duluth Comfort Systems	\$14,652.17
12255	9/13/2024	BILLPMT	City Of Duluth, Minnesota	\$81.60
12256	9/13/2024	BILLPMT	Linde Gas & Equipment Inc.	\$169.97
12257	9/13/2024	BILLPMT	Minnesota Power	\$34,012.63
12258	9/13/2024	BILLPMT	MNDOT Office of Aeronautics	\$40.00
12259	9/13/2024	BILLPMT	Nextera Communications	\$1,181.74
12260	9/13/2024	BILLPMT	Reed-Joseph International Company	\$792.00
12261	9/13/2024	BILLPMT	St. Joseph Equipment Inc.	\$318.97
12262	9/13/2024	BILLPMT	Summit Fire Protection	\$467.00
12263	9/13/2024	BILLPMT	Taylor, Dan	\$60.00
Total				\$52,034.50



Airport Director


Joelle Bodin (Sep 12, 2024 14:18 CDT)

Finance Director

Tom Werner

Executive Director


Kevin P O'Brien (Sep 12, 2024 15:04 CDT)

Board President


Jos Bailey (Sep 12, 2024 15:48 CDT)

City Treasury












Operating Check Register #24-2024


Final Audit Report

2024-09-13

Created:	2024-09-12
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAF1ZggvdvU3ai5pF5lwm7YdZgmDMBJpbj

"Operating Check Register #24-2024" History

-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-09-12 - 7:13:27 PM GMT
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-09-12 - 7:13:30 PM GMT
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-09-12 - 7:13:30 PM GMT
-  Document emailed to info@kevinobrienrealtor.com for signature
2024-09-12 - 7:13:30 PM GMT
-  Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature
2024-09-12 - 7:13:30 PM GMT
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-09-12 - 7:18:35 PM GMT
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-09-12 - 7:18:45 PM GMT - Time Source: server
-  Email viewed by info@kevinobrienrealtor.com
2024-09-12 - 8:03:36 PM GMT
-  Signer info@kevinobrienrealtor.com entered name at signing as Kevin P OBrien
2024-09-12 - 8:04:39 PM GMT
-  Document e-signed by Kevin P OBrien (info@kevinobrienrealtor.com)
Signature Date: 2024-09-12 - 8:04:41 PM GMT - Time Source: server
-  Email viewed by Josh Bailey (jbailey@duluthmn.gov)
2024-09-12 - 8:48:28 PM GMT

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

Signature Date: 2024-09-12 - 8:48:34 PM GMT - Time Source: server

 Email viewed by Tom Werner (twerner@duluthairport.com)

2024-09-13 - 12:13:19 PM GMT

 Document e-signed by Tom Werner (twerner@duluthairport.com)

Signature Date: 2024-09-13 - 12:13:39 PM GMT - Time Source: server

 Agreement completed.

2024-09-13 - 12:13:39 PM GMT

DAA Operating Check Register #25-2024 September 27, 2024

Document Number From 12264 through 12276

Document Number	Date	Transaction Type	Payee	Amount
12264	9/27/2024	BILLPMT	Cintas	\$104.89
12265	9/27/2024	CHK	Citi Cards	\$10,966.53
12266	9/27/2024	BILLPMT	Denny's Lawn And Garden	\$33.76
12267	9/27/2024	BILLPMT	Duluth Area Chamber Of Commerce	\$269.00
12268	9/27/2024	BILLPMT	Essentia Health	\$308.00
12269	9/27/2024	BILLPMT	Federal Express Corporation	\$33.86
12270	9/27/2024	BILLPMT	Margo Supplies USA	\$1,060.20
12271	9/27/2024	BILLPMT	NAPA Auto Parts	\$197.56
12272	9/27/2024	BILLPMT	Northern Tool & Equipment	\$14.00
12273	9/27/2024	BILLPMT	Northland Fire & Safety, Inc.	\$385.60
12274	9/27/2024	BILLPMT	St. Joseph Equipment Inc.	\$784.93
12275	9/27/2024	BILLPMT	Superior Shooters Supply LTD	\$75.89
12276	9/27/2024	CHK	WF Bus Payment Processing - Tom	\$1,559.63
			Total	<u>\$15,793.85</u>


 Airport Director

Julli N. Bodin

Finance Director

Tom Werner

Executive Director

Kevin P OBrien

Kevin P OBrien (Sep 27, 2024 11:19 CDT)

Board President

Jos Bailey

Jos Bailey (Sep 27, 2024 11:19 CDT)

City Treasury












Operating Check Register #25-2024

Final Audit Report

2024-09-27


Created:	2024-09-27
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGPPVtrrUrK9RpoCM7iStXncddfugp18S

"Operating Check Register #25-2024" History

-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-09-27 - 4:17:32 PM GMT
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-09-27 - 4:17:36 PM GMT
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-09-27 - 4:17:36 PM GMT
-  Document emailed to info@kevinobrienrealtor.com for signature
2024-09-27 - 4:17:36 PM GMT
-  Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature
2024-09-27 - 4:17:36 PM GMT
-  Email viewed by info@kevinobrienrealtor.com
2024-09-27 - 4:18:21 PM GMT
-  Signer info@kevinobrienrealtor.com entered name at signing as Kevin P OBrien
2024-09-27 - 4:18:58 PM GMT
-  Document e-signed by Kevin P OBrien (info@kevinobrienrealtor.com)
Signature Date: 2024-09-27 - 4:19:00 PM GMT - Time Source: server
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2024-09-27 - 4:19:23 PM GMT
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2024-09-27 - 4:19:39 PM GMT - Time Source: server
-  Email viewed by Josh Bailey (jbailey@duluthmn.gov)
2024-09-27 - 4:19:46 PM GMT

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

Signature Date: 2024-09-27 - 4:19:56 PM GMT - Time Source: server

 Email viewed by Joelle Bodin (jbodin@duluthairport.com)

2024-09-27 - 4:34:58 PM GMT

 Document e-signed by Joelle Bodin (jbodin@duluthairport.com)

Signature Date: 2024-09-27 - 4:35:23 PM GMT - Time Source: server

 Agreement completed.

2024-09-27 - 4:35:23 PM GMT

**DAA Operating ACH Payment Register #25-2024
September 13, 2024**

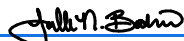
Confirmation #2560319

Document Number	Date	Transaction Type	Payee	Amount
00000146/1	9/13/2024	BILLPMT	1 MediaUSA Advertising Inc	\$1,400.00
00000146/10	9/13/2024	BILLPMT	Citon	\$123.32
00000146/11	9/13/2024	BILLPMT	Como Lube & Supplies	\$280.00
00000146/12	9/13/2024	BILLPMT	Driveline Specialists	\$70.18
00000146/13	9/13/2024	BILLPMT	Durfee, Tristan	\$60.00
00000146/14	9/13/2024	BILLPMT	Flight Light INC.	\$6,465.04
00000146/15	9/13/2024	BILLPMT	General Security Services Corporation	\$1,882.94
00000146/16	9/13/2024	BILLPMT	General Security Services Corporation	\$25,565.76
00000146/17	9/13/2024	BILLPMT	Grainger, Inc.	\$143.06
00000146/18	9/13/2024	BILLPMT	Graves, John	\$60.00
00000146/19	9/13/2024	BILLPMT	Guardian Pest Solutions	\$220.00
00000146/2	9/13/2024	BILLPMT	Acme Tools	\$160.98
00000146/20	9/13/2024	BILLPMT	Institute for Environmental Assessment, Inc.	\$3,250.00
00000146/21	9/13/2024	BILLPMT	Jamar Company	\$1,881.25
00000146/22	9/13/2024	BILLPMT	Jamar Company	\$13,068.00
00000146/23	9/13/2024	BILLPMT	Kayser, Jana	\$60.00
00000146/24	9/13/2024	BILLPMT	Kleen-Tech	\$23,566.89
00000146/25	9/13/2024	BILLPMT	Kleen-Tech	\$23,566.89
00000146/26	9/13/2024	BILLPMT	Leon, Kathy	\$60.00
00000146/27	9/13/2024	BILLPMT	Menards - Hermantown	\$95.37
00000146/28	9/13/2024	BILLPMT	Menards - Hermantown	\$47.24
00000146/29	9/13/2024	BILLPMT	Menards - Hermantown	\$660.45
00000146/3	9/13/2024	BILLPMT	Acme Tools	\$3.08
00000146/30	9/13/2024	BILLPMT	Menards - Hermantown	\$395.27
00000146/31	9/13/2024	BILLPMT	Menards - Hermantown	\$18.98
00000146/32	9/13/2024	BILLPMT	Menards - Hermantown	\$59.24
00000146/33	9/13/2024	BILLPMT	Menards - Hermantown	\$201.11
00000146/34	9/13/2024	BILLPMT	Menards - Hermantown	\$106.46
00000146/35	9/13/2024	BILLPMT	Menards - Hermantown	\$558.11
00000146/36	9/13/2024	BILLPMT	Metro Sales, Inc.	\$261.20
00000146/37	9/13/2024	BILLPMT	Mobile Radio Engineering, Inc.	\$4,037.38
00000146/38	9/13/2024	BILLPMT	Northern Engine & Supply	\$751.79
00000146/39	9/13/2024	BILLPMT	Papko, Mark	\$60.00
00000146/4	9/13/2024	BILLPMT	Anderson, Derek	\$108.71
00000146/40	9/13/2024	BILLPMT	Paul Bunyan Communications	\$3,460.00
00000146/41	9/13/2024	BILLPMT	Pomp's Tire Service, Inc.	\$784.52
00000146/42	9/13/2024	BILLPMT	Pomp's Tire Service, Inc.	\$1,195.44
00000146/43	9/13/2024	BILLPMT	Schindler Elevator Corp	\$1,446.51
00000146/44	9/13/2024	BILLPMT	Sherwin Industries, Inc.	\$1,109.07
00000146/45	9/13/2024	BILLPMT	Sinnott, Paul	\$60.00
00000146/46	9/13/2024	BILLPMT	Snell, Matthew J	\$1,710.00
00000146/47	9/13/2024	BILLPMT	Snell, Matthew J	\$60.00
00000146/48	9/13/2024	BILLPMT	State Supply	\$257.62
00000146/49	9/13/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$200.33
00000146/5	9/13/2024	BILLPMT	Barnum Companies, Inc.	\$1,860.88
00000146/50	9/13/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$642.50
00000146/51	9/13/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$99.66
00000146/52	9/13/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$235.19

00000146/53	9/13/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$466.61
00000146/54	9/13/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$182.89
00000146/55	9/13/2024	BILLPMT	Waste Management of WI-MN	\$37.12
00000146/56	9/13/2024	BILLPMT	Waste Management of WI-MN	\$104.27
00000146/57	9/13/2024	BILLPMT	Waste Management of WI-MN	\$300.71
00000146/58	9/13/2024	BILLPMT	Waste Management of WI-MN	\$298.44
00000146/59	9/13/2024	BILLPMT	Waste Management of WI-MN	\$1,865.39
00000146/6	9/13/2024	BILLPMT	Bodin, Joelle	\$60.00
00000146/60	9/13/2024	BILLPMT	Waste Management of WI-MN	\$1,850.00
00000146/61	9/13/2024	BILLPMT	Waste Management of WI-MN	\$310.96
00000146/62	9/13/2024	BILLPMT	Waste Management of WI-MN	\$308.76
00000146/63	9/13/2024	BILLPMT	Welch, Ryan	\$60.00
00000146/64	9/13/2024	BILLPMT	Werner, Thomas	\$60.00
00000146/65	9/13/2024	BILLPMT	White Cap, L.P.	\$1,192.04
00000146/66	9/13/2024	BILLPMT	Windcave Inc.	\$361.80
00000146/67	9/13/2024	BILLPMT	Ziegler, Inc.	\$1,416.79
00000146/7	9/13/2024	BILLPMT	Border States	\$803.90
00000146/8	9/13/2024	BILLPMT	Border States	\$321.56
00000146/9	9/13/2024	BILLPMT	Border States	\$852.74
Total				<u>\$133,224.40</u>




 Airport Director




 Joelle Bodin (Sep 12, 2024 14:06 CDT)
 Finance Director

Tom Werner

 Executive Director



 Kevin P O'Brien (Sep 12, 2024 15:06 CDT)
 Board President



 Jos Bailey (Sep 12, 2024 13:55 CDT)
 City Treasury












Operating ACH Payment Register #25-2024

Final Audit Report

2024-09-13

Created:	2024-09-12
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5pj3AeWHu-fEBBbwIFUipr3Zyk1JvAbW

"Operating ACH Payment Register #25-2024" History

-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-09-12 - 6:52:29 PM GMT
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-09-12 - 6:52:35 PM GMT
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-09-12 - 6:52:35 PM GMT
-  Document emailed to info@kevinobrienrealtor.com for signature
2024-09-12 - 6:52:35 PM GMT
-  Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature
2024-09-12 - 6:52:35 PM GMT
-  Email viewed by Josh Bailey (jbailey@duluthmn.gov)
2024-09-12 - 6:55:15 PM GMT
-  Document e-signed by Josh Bailey (jbailey@duluthmn.gov)
Signature Date: 2024-09-12 - 6:55:23 PM GMT - Time Source: server
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-09-12 - 7:03:36 PM GMT
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-09-12 - 7:06:19 PM GMT - Time Source: server
-  Email viewed by info@kevinobrienrealtor.com
2024-09-12 - 8:05:13 PM GMT
-  Signer info@kevinobrienrealtor.com entered name at signing as Kevin P OBrien
2024-09-12 - 8:06:39 PM GMT

 Document e-signed by Kevin P OBrien (info@kevinobrienrealtor.com)

Signature Date: 2024-09-12 - 8:06:41 PM GMT - Time Source: server

 Email viewed by Tom Werner (twerner@duluthairport.com)

2024-09-13 - 12:12:39 PM GMT

 Document e-signed by Tom Werner (twerner@duluthairport.com)

Signature Date: 2024-09-13 - 12:13:05 PM GMT - Time Source: server

 Agreement completed.

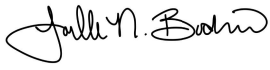
2024-09-13 - 12:13:05 PM GMT

DAA Operating ACH Payment Register #26-2024 September 30, 2024

Confirmation #2710142


Document Number	Date	Transaction Type	Payee	Amount
00000147/1	9/30/2024	BILLPMT	1 Giant Voices LLC	\$6,855.00
00000147/10	9/30/2024	BILLPMT	Guardian Pest Solutions	\$78.00
00000147/11	9/30/2024	BILLPMT	Guardian Pest Solutions	\$54.00
00000147/12	9/30/2024	BILLPMT	Menards - Hermantown	\$91.17
00000147/13	9/30/2024	BILLPMT	Menards - Hermantown	\$73.35
00000147/14	9/30/2024	BILLPMT	Menards - Hermantown	\$73.85
00000147/15	9/30/2024	BILLPMT	Menards - Hermantown	\$9.28
00000147/16	9/30/2024	BILLPMT	Menards - Hermantown	\$9.99
00000147/17	9/30/2024	BILLPMT	Menards - Hermantown	\$399.92
00000147/18	9/30/2024	BILLPMT	Menards - Hermantown	\$33.96
00000147/19	9/30/2024	BILLPMT	Menards - Hermantown	\$69.14
00000147/2	9/30/2024	BILLPMT	American Association Of Airport Executives	\$275.00
00000147/20	9/30/2024	BILLPMT	Menards - Hermantown	\$31.86
00000147/21	9/30/2024	BILLPMT	Menards - Hermantown	\$293.75
00000147/22	9/30/2024	BILLPMT	Menards - West Duluth	\$68.87
00000147/23	9/30/2024	BILLPMT	Metro Sales, Inc.	\$273.83
00000147/24	9/30/2024	BILLPMT	Northwoods Hydraulic & Equipment, Inc	\$579.74
00000147/25	9/30/2024	BILLPMT	Oakwells CR LLC	\$241.56
00000147/26	9/30/2024	BILLPMT	Oakwells CR LLC	\$18.20
00000147/27	9/30/2024	BILLPMT	Oberon3, Inc.	\$126.00
00000147/28	9/30/2024	BILLPMT	Spectrum Enterprise	\$190.84
00000147/29	9/30/2024	BILLPMT	Twin Ports Paper Supply, Inc	\$209.32
00000147/3	9/30/2024	BILLPMT	American Association Of Airport Executives	\$1,995.00
00000147/30	9/30/2024	BILLPMT	Viking Automatic Sprinkler	\$355.00
00000147/4	9/30/2024	BILLPMT	B&F Fastener Supply	\$310.58
00000147/5	9/30/2024	BILLPMT	Border States	\$420.07
00000147/6	9/30/2024	BILLPMT	Grainger, Inc.	\$145.38
00000147/7	9/30/2024	BILLPMT	Grainger, Inc.	\$59.79
00000147/8	9/30/2024	BILLPMT	Grainger, Inc.	\$22.50
00000147/9	9/30/2024	BILLPMT	Guardian Pest Solutions	\$78.00
Total				\$13,442.95


Airport Director


Finance Director

Tom Werner
Executive Director

Kevin P O'Brien
Kevin P O'Brien (Sep 27, 2024 10:52 CDT)
Board President


Jos Bailey (Sep 27, 2024 10:19 CDT)
City Treasury












Operating ACH Payment Register #26-2024


Final Audit Report

2024-09-27

Created:	2024-09-27
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAL3EjDFJN4WzZNTVpLBJNGQyY49o06Z3U

"Operating ACH Payment Register #26-2024" History

-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-09-27 - 3:18:00 PM GMT
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-09-27 - 3:18:04 PM GMT
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-09-27 - 3:18:04 PM GMT
-  Document emailed to info@kevinobrienrealtor.com for signature
2024-09-27 - 3:18:04 PM GMT
-  Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature
2024-09-27 - 3:18:05 PM GMT
-  Email viewed by Josh Bailey (jbailey@duluthmn.gov)
2024-09-27 - 3:19:28 PM GMT
-  Document e-signed by Josh Bailey (jbailey@duluthmn.gov)
Signature Date: 2024-09-27 - 3:19:36 PM GMT - Time Source: server
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-09-27 - 3:33:09 PM GMT
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-09-27 - 3:33:28 PM GMT - Time Source: server
-  Email viewed by info@kevinobrienrealtor.com
2024-09-27 - 3:51:17 PM GMT
-  Signer info@kevinobrienrealtor.com entered name at signing as Kevin P OBrien
2024-09-27 - 3:52:23 PM GMT

 Document e-signed by Kevin P OBrien (info@kevinobrienrealtor.com)

Signature Date: 2024-09-27 - 3:52:25 PM GMT - Time Source: server

 Email viewed by Tom Werner (twerner@duluthairport.com)

2024-09-27 - 4:16:01 PM GMT

 Document e-signed by Tom Werner (twerner@duluthairport.com)

Signature Date: 2024-09-27 - 4:16:14 PM GMT - Time Source: server

 Agreement completed.

2024-09-27 - 4:16:14 PM GMT

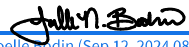
Duluth Airport Authority
DAA Construction ACH Payment Register #12-2024
September 13, 2024

Confirmation #2560045

Document Number	Date	Transaction Type	Payee	Amount
00000145/1	9/13/2024	BILLPMT	1 Gardner Builders Duluth, LLC	\$32,476.87
00000145/2	9/13/2024	BILLPMT	1 Hoffman + Uhlorn Construction, Inc.	\$7,172.50
00000145/3	9/13/2024	BILLPMT	1 KGM Contractors	\$1,035,199.04
00000145/4	9/13/2024	BILLPMT	1 PEC Solutions, LLC	\$7,583.00
00000145/5	9/13/2024	BILLPMT	1 Shafer Contracting Co., Inc.	\$228,276.00
Total				\$1,310,707.41



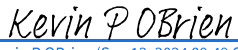
 Airport Director




 Joelle Bodin (Sep 12, 2024 08:56 CDT)
 Finance Director

Tom Werner

 Executive Director



 Kevin P O'Brien (Sep 12, 2024 09:49 CDT)
 Board President



 Jos Bailey (Sep 12, 2024 08:33 CDT)
 City Treasury












Construction ACH Payment Register #12-2024

Final Audit Report

2024-09-12


Created:	2024-09-12
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwgPV7fkp55AKjblIS0oKUsng76iBy3qK

"Construction ACH Payment Register #12-2024" History

-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-09-12 - 1:33:15 PM GMT
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-09-12 - 1:33:19 PM GMT
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-09-12 - 1:33:19 PM GMT
-  Document emailed to info@kevinobrienrealtor.com for signature
2024-09-12 - 1:33:19 PM GMT
-  Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature
2024-09-12 - 1:33:19 PM GMT
-  Email viewed by Josh Bailey (jbailey@duluthmn.gov)
2024-09-12 - 1:33:34 PM GMT
-  Document e-signed by Josh Bailey (jbailey@duluthmn.gov)
Signature Date: 2024-09-12 - 1:33:44 PM GMT - Time Source: server
-  Email viewed by Tom Werner (twerner@duluthairport.com)
2024-09-12 - 1:42:18 PM GMT
-  Document e-signed by Tom Werner (twerner@duluthairport.com)
Signature Date: 2024-09-12 - 1:42:27 PM GMT - Time Source: server
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-09-12 - 1:56:01 PM GMT
-  Document e-signed by Joelle Bodin (jbodin@duluthairport.com)
Signature Date: 2024-09-12 - 1:56:47 PM GMT - Time Source: server

 Email viewed by info@kevinobrienrealtor.com

2024-09-12 - 2:49:14 PM GMT

 Signer info@kevinobrienrealtor.com entered name at signing as Kevin P OBrien

2024-09-12 - 2:49:35 PM GMT

 Document e-signed by Kevin P OBrien (info@kevinobrienrealtor.com)

Signature Date: 2024-09-12 - 2:49:37 PM GMT - Time Source: server

 Agreement completed.

2024-09-12 - 2:49:37 PM GMT

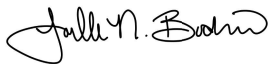
**Duluth Airport Authority
DAA Construction ACH Payment Register #13-2024
October 4, 2024**

Confirmation #2770097

Document Number	Date	Transaction Type	Payee	Amount
00000148/1	10/4/2024	BILLPMT	1 EXP US Services, Inc.	\$239,982.79
00000148/10	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$7,405.00
00000148/11	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$38,205.00
00000148/12	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$12,350.00
00000148/13	10/4/2024	BILLPMT	Citon	\$330.00
00000148/14	10/4/2024	BILLPMT	Citon	\$1,344.96
00000148/15	10/4/2024	BILLPMT	Citon	\$45,476.72
00000148/2	10/4/2024	BILLPMT	1 Hoffman + Uhlorn Construction, Inc.	\$3,567.50
00000148/3	10/4/2024	BILLPMT	1 KGM Contractors	\$2,089,886.68
00000148/4	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$147,540.00
00000148/5	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$7,025.51
00000148/6	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$7,730.00
00000148/7	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$3,335.00
00000148/8	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$2,490.00
00000148/9	10/4/2024	BILLPMT	1 Short Elliott Hendrickson	\$14,250.00
Total				\$2,620,919.16



Airport Director




Finance Director

Tom Werner

Executive Director

Kevin P O'Brien
Kevin P O'Brien (Oct 3, 2024 09:38 CDT)

Board President


Jos Bailey (Oct 3, 2024 09:32 CDT)

City Treasury












Construction ACH Payment Register #13-2024

Final Audit Report

2024-10-03

Created:	2024-10-03
By:	Kathy Leon (kleon@duluthairport.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfCQrFHsXbF7XhqXnwhs6vUsaMluZP6q

"Construction ACH Payment Register #13-2024" History

-  Document created by Kathy Leon (kleon@duluthairport.com)
2024-10-03 - 2:25:06 PM GMT
-  Document emailed to Joelle Bodin (jbodin@duluthairport.com) for signature
2024-10-03 - 2:25:12 PM GMT
-  Document emailed to Tom Werner (twerner@duluthairport.com) for signature
2024-10-03 - 2:25:12 PM GMT
-  Document emailed to info@kevinobrienrealtor.com for signature
2024-10-03 - 2:25:12 PM GMT
-  Document emailed to Josh Bailey (jbailey@duluthmn.gov) for signature
2024-10-03 - 2:25:13 PM GMT
-  Email viewed by Josh Bailey (jbailey@duluthmn.gov)
2024-10-03 - 2:32:20 PM GMT
-  Document e-signed by Josh Bailey (jbailey@duluthmn.gov)
Signature Date: 2024-10-03 - 2:32:47 PM GMT - Time Source: server
-  Email viewed by info@kevinobrienrealtor.com
2024-10-03 - 2:37:36 PM GMT
-  Signer info@kevinobrienrealtor.com entered name at signing as Kevin P OBrien
2024-10-03 - 2:38:31 PM GMT
-  Document e-signed by Kevin P OBrien (info@kevinobrienrealtor.com)
Signature Date: 2024-10-03 - 2:38:33 PM GMT - Time Source: server
-  Email viewed by Joelle Bodin (jbodin@duluthairport.com)
2024-10-03 - 2:56:01 PM GMT

 Document e-signed by Joelle Bodin (jbodin@duluthairport.com)

Signature Date: 2024-10-03 - 2:56:27 PM GMT - Time Source: server

 Email viewed by Tom Werner (twerner@duluthairport.com)

2024-10-03 - 3:00:20 PM GMT

 Document e-signed by Tom Werner (twerner@duluthairport.com)

Signature Date: 2024-10-03 - 3:00:33 PM GMT - Time Source: server

 Agreement completed.

2024-10-03 - 3:00:33 PM GMT



Construction Newsletter

Duluth International Airport (DLH)

September 13, 2024

Taxiway A - Phase 3 Reconstruction (Taxiway C South)

The contractor finished excavating the existing material on Taxiway C South, Taxiway C3, Taxiway C4, and Cargo Ramp connectors and started constructing the new pavement section. They continue installing storm sewer and structures as well as drain tile.

Project Phasing Documents

- Installation of storm sewer structures
- Electrical infrastructure work under Taxiway C3 and Taxiway C4
- Pavement subsection construction

Project Phasing Documents

- [Phase 3 \(C, C-1\).\[PDF\]](#)

Anticipated Project Schedule - Subject to change

- TWY C Phase 3C: August 27 - October 30 (est.)



Taxiway A - Phase 6 Reconstruction

Design for the next phase of the Taxiway A reconstruction program has begun. Soil borings were performed September 12 and 13.

Midfield Ramp Reconstruction - Phase 2

Phase 2 of the Midfield Ramp repair will begin on Monday, September 23. Phase 2 of the midfield ramp repair is the pavement west of the DAA SRE and Maintenance Building and directly south of the Phase 1 repair area. Aircraft and vehicle traffic will not be able to access the southeastern portion of the midfield ramp during construction, but access between the midfield ramp and the SRE ramp will remain open.

or aircraft should be parked outside of the blue-painted line.

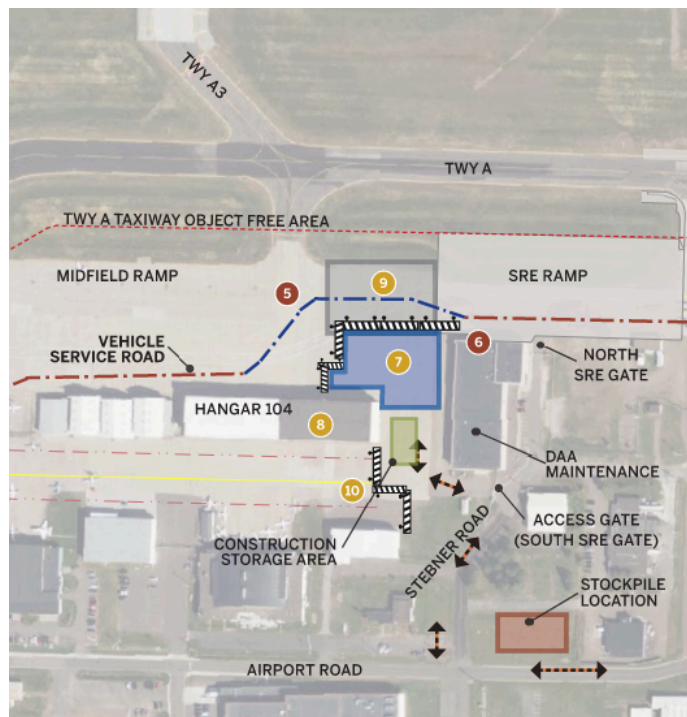
Please see the project phasing document link below for additional information.

Project Phasing Documents

- [Midfield Ramp Repair Phase 2 \[PDF\]](#)

Anticipated Project Schedule - Subject to change

- September 23 - October 31



Runway 27 PAPI Replacement

The foundation work for the PAPI system has been completed. The PAPI units are anticipated to be delivered and installed in September and will remain unserviceable until then.

PLEASE NOTE

Dates are subject to change.

Airfield [NOTAMS](#) should be checked to confirm the current status of the airfield.

Project Contact Information

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



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



Construction Newsletter

Duluth International Airport (DLH)

September 20, 2024

Taxiway A - Phase 3 Reconstruction (Taxiway C South)

This week, the contractor finished installing drain tile and continued installing storm sewer pipes and structures. They also continued placing aggregate subbase material, finishing grading in the green space areas, and placing topsoil.

Runway 3/21 is anticipated to be closed next week from Wednesday, 9/25, through Friday, 9/27.

Project Phasing Documents

- Installation of storm sewer structures
- Pavement subsection construction

Project Phasing Documents

- [Phase 3 \(C, C-1\).\[PDF\]](#)

Anticipated Project Schedule - Subject to change

- TWY C Phase 3C: August 27 - October 30 (est.)



Midfield Ramp Reconstruction - Phase 2

Phase 2 of the Midfield Ramp repair will begin on Monday, September 23. Phase 2 of the midfield ramp repair is the pavement west of the DAA SRE and Maintenance Building and directly south of the Phase 1 repair area. Aircraft and vehicle traffic will not be able to access the southeastern portion of the midfield ramp during construction, but access between the midfield ramp and the SRE ramp will remain open.

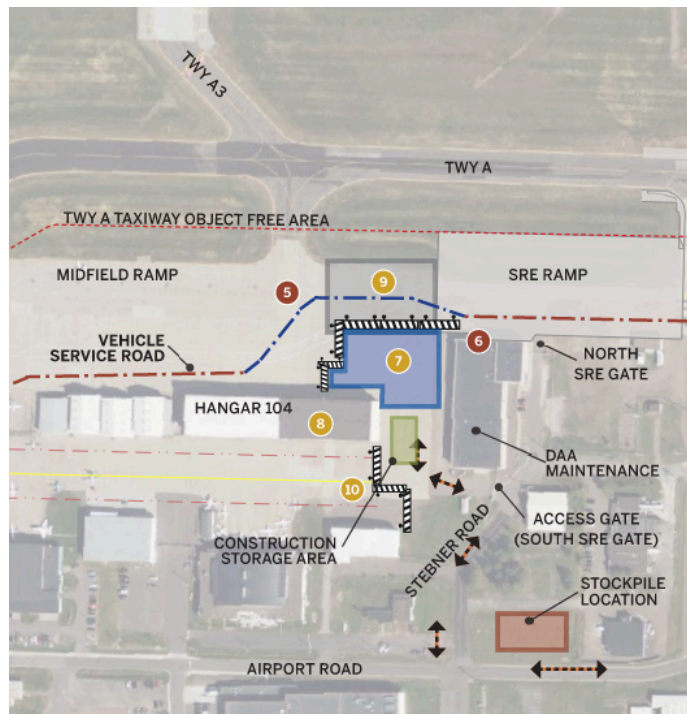
Aircraft operating on the Taxiway south of the Midfield Ramp hangars must follow the painted centerline to ensure safety clearances are met. No equipment, vehicles, or aircraft should be parked outside of the blue-painted line.

Project Phasing Documents

- [Midfield Ramp Repair Phase 2 \[PDF\]](#)

Anticipated Project Schedule - Subject to change

- September 23 - October 31



Runway 27 PAPI Replacement

The foundation work for the PAPI system has been completed. The PAPI units are anticipated to be delivered and installed in September and will remain unserviceable until then.

PLEASE NOTE

Dates 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

Adinda Van Espen, Project Manager - SEH - avanespen@sehinc.com

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**DULUTH
INTERNATIONAL
AIRPORT**

Travel Globally. Fly Locally.



Duluth International Airport

(218) 727-2968

daa@duluthairport.com



Construction Newsletter

Duluth International Airport (DLH)

September 27, 2024

Taxiway A - Phase 3 Reconstruction (Taxiway C South)

This week, KGM finished installing storm sewer pipes and structures and aggregate subbase. They also continued to place aggregate base and topsoil in green space areas.

Upcoming Activities: Focuses for next week

- Finish placing aggregate base and fine grading in preparation for paving
- Topsoil placement
- Service Road realignment work
- Installation of taxiway edge light base cans and conduit

Project Phasing Documents

- [Phase 3 \(C, C-1\).\[PDF\]](#)

Anticipated Project Schedule - Subject to change

- TWY C Phase 3C: August 27 - October 30 (est.)



Midfield Ramp Reconstruction - Phase 2

Phase 2 of the Midfield Ramp repair began on Monday. The contractor removed all the concrete and common material.

Upcoming Activities: Focuses for next week

- Prepping subgrade and placing geotextile fabric
- Installation of draitile

Project Phasing Documents

- [Midfield Ramp Repair Phase 2 \[PDF\]](#)

Anticipated Project Schedule - Subject to change



Runway 27 PAPI Replacement

The PAPI equipment was shipped on September 27 and is anticipated to arrive at the end of next week. The PAPI is scheduled to be installed the week of October 7th, with the flight check occurring shortly after the install is complete.

PLEASE NOTE

Dates 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

Adinda Van Espen, Project Manager - SEH - avanспен@sehinc.com

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



Construction Newsletter

Duluth International Airport (DLH)

October 4, 2024

WITH THE ANTICIPATED PAVING NEXT WEEK, THERE WILL BE AN INCREASE IN CONSTRUCTION TRAFFIC ALONG AIRPORT APPROACH ROAD AND AIRPORT ROAD. CONSIDER ALTERNATE ROUTES WHEN TRAVELING TO AND FROM THE AIRPORT.

Taxiway A - Phase 3 Reconstruction (Taxiway C South)

This week, the contractor finished placing the aggregate base of the pavement section and is preparing for bituminous paving. A portion of the existing perimeter road was removed in preparation. Hydroseeding also continued throughout the week.

The electrical contractor continues the installation of new taxiway edge lighting and supporting infrastructure along Taxiways C, C3, and C4, as well as the cargo ramp connectors.

Upcoming Activities: Focuses for next week

- **Runway 3/21 will be closed on Monday, October 7, through Saturday, October 12.**
- Bituminous paving of Taxiways
- Installation of taxiway edge lights and signs

Project Phasing Documents

- [Phase 3 \(C, C-1\). \[PDF\]](#)

Anticipated Project Schedule - Subject to change



Midfield Ramp Reconstruction - Phase 2

Phase 2 of the midfield ramp repair project continues. The contractor has completed all concrete pavement removals, installed the draitile, and started building up the new pavement section.

Upcoming Activities: Focuses for next week

- Concrete paving

Project Phasing Documents

- [Midfield Ramp Repair Phase 2 \[PDF\]](#)

- September 23 - November 1 (est.)



Runway 27 PAPI Replacement

The PAPI is scheduled to arrive on site early next week, and installation will also occur next week. The flight check is tentatively planned for the week of October 14.

PLEASE NOTE

Dates 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

Adinda Van Espen, Project Manager - SEH - avanспен@sehinc.com

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

The Duluth Airport Authority receives grant of over \$10 million

By **WDIO**

September 12, 2024 - 9:50 PM



Baihly Warfield/WDIO

The Duluth Airport Authority announced it was awarded a grant of \$10,403,898 by the Federal Aviation Administration Thursday September 12th.

The funding will go towards snow removal equipment, runway visual aid replacement, and Taxiway A phase 5 construction and phase 6 design.

According to the Duluth Airport Authority, the federal grant covers 90% of the project costs with an additional 5% from MnDOT, and a 5% local commitment.

"We are incredibly grateful for this federal support," said Tom Werner, Executive Director of the DAA. "These improvements support our mission to providing exceptional service and safety to our passengers and the aviation cluster at DLH. This grant will allow us to advance our infrastructure and meet the growing demands of the aviation cluster and enhance the overall travel experience."

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

Recommended for You:

BUSINESS

Sun Country flights from Duluth to Fort Myers returning in 2025


The nonstop seasonal route to southwest Florida will be offered twice weekly.



A Sun Country Airlines Boeing 737 takes off from the Duluth International Airport on Jan. 7, 2022. Clint Austin / File / Duluth Media Group

By Staff reports

September 22, 2024 at 3:55 PM

 Comments

 Share

 News reporting

DULUTH — Back by popular demand of travelers, direct flights from Duluth International Airport to southwest Florida will return in 2025. The Duluth Airport Authority recently announced the reinstated route to Fort Myers, Florida, that will begin Jan. 31.

According to a news release, the direct service will operate on Mondays and Fridays, departing from Duluth at 7 p.m. to arrive in Fort Myers at 11:35 p.m. Departures from Fort Myers at 3:05 p.m. will arrive in Duluth at 5:50 p.m.

“We are excited to welcome Sun Country back with this direct route to Fort Myers, which has been a favorite among leisure travelers for its convenience,” said Duluth Airport Authority Executive Director Tom Werner. “If the route is to expand its season in Duluth going forward, we as a community must demonstrate demand to do so.”

Currently, United Airlines offers three daily nonstop flights between Duluth and Chicago, and Delta offers three daily nonstop flights between Duluth and Minneapolis-St. Paul.

ALSO READ

Post-pandemic tourism dwindles in Duluth
(<https://www.duluthnewtribune.com/business/post-pandemic-tourism-dwindles-in-duluth>)


Sep 2 ·  2

(<https://www.duluthnewtribune.com/business/post-pandemic-tourism-dwindles-in-duluth>)

Where does Duluth fit into 'America's divided summer economy?'(<https://www.duluthnewtribune.com/business/where-does-duluth-fit-into-americas-divided-summer-economy>)

(<https://www.duluthnewtribune.com/business/where-does-duluth-fit-into-americas-divided-summer-economy>)
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(<https://www.duluthnews-tribune.com/staff-reports>) **By Staff reports(<https://www.duluthnews-tribune.com/staff-reports>)**

Our newsroom occasionally reports stories under a byline of "staff." Often, the "staff" byline is used when rewriting basic news briefs that originate from official sources, such as a city press release about a road closure, and which require little or no reporting. At times, this byline is used when a news story includes numerous authors or when the story is formed by aggregating previously reported news from various sources. If outside sources are used, it is noted within the story.

()

CONVERSATION

Direct flights from Duluth to Fort Myers back by popular demand

By **WDIO**

Updated: September 23, 2024 - 3:11 PM

Published: September 22, 2024 - 9:12 PM



Baihly Warfield/WDIO

Direct flights from Duluth International Airport (DLH) to Fort Myers, Florida (RSW) will resume on January 31, 2025. The Duluth Airport Authority says the seasonal route by Sun Country is back by popular demand.

"We are excited to welcome Sun Country back with this direct route to Fort Myers, which has been a favorite among leisure travelers for its convenience" said Tom Werner, Duluth Airport Authority's Executive Director. "If the route is to expand its season in Duluth going forward, we as a community must demonstrate demand to do so."

There will be flights there and back on both Mondays and Fridays, departing DLH at 7 p.m. and arriving at 11:35 p.m. and departing RSW at 3:05 p.m. and arriving at 5:50 p.m.

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

IV. - E.

October 8, 2024

Subject: Duluth International Airport (DLH) Economic Impact Study

Body Copy:

Good morning,

I'm writing to you today to request your assistance with a research study. The Duluth Airport Authority (DAA) is partnering with the University of Minnesota Duluth's Bureau of Business and Economic Research (BBER) and Giant Voices, to study the economic impact of businesses in the aviation and aeronautics cluster in northeastern Minnesota. Your insights are critical to the success of this project.

This study will analyze changes in air commerce and passenger activity for the DAA, provide a trajectory analysis to estimate the aviation sector's economic impact, and examine the workforce needs and labor availability in DLH's service area.

Later today, you will receive an email from the UMD Bureau of Business and Economic Research. When you receive it, please take 10 minutes to fill out the attached survey. All responses are confidential and will be kept anonymous in the report and analysis. All survey responses are due on October 23.

Questions and concerns can be directed to Monica Haynes, director of UMD's BBER at (218) 726-7895 or mrhaynes@d.umn.edu.

Thank you for your participation and time.

Tom Werner, A.A.E.
Executive Director
Duluth Airport Authority
(218) 727-2968

VII. New Business

Resolution to Approve the Write-Off of an Accounts Receivable Balance of \$1,526.68 for Hermantown Hydraulics Per Operating Policy #23.

Terms:

- Total Amount of Write-Off: \$1,526.68

Summary:

- Hermantown Hydraulics was paying rent for the building they occupied for business on airport property.
- The DAA informed Hermantown Hydraulics they needed to relocate as their building was to be demolished in preparation for the new Air Traffic Control Tower.
- The building rented has since been demoed in preparation of the new Air Traffic Control Tower.
- Hermantown Hydraulics relocated and was no longer occupying space on airport property as of end of March 2024. Hermantown Hydraulics will no longer be a tenant of the DAA.
- Hermantown Hydraulics has not paid invoices for rent owed. Details of the receivable balance to be written off are as follows:
 - Invoice 12374: \$96.88 Remaining January 2024 Rent
 - Invoice 12530: \$714.90 February 2024 Rent
 - Invoice 12682: \$714.90 March 2024 Rent
- The Hermantown Hydraulics business status filed with the Secretary of the State is now inactive.
- Summary of collection attempts:
 - Several emails and phone calls with no return.
 - Calls: 6/14, 7/24, 7/26, 7/29, 7/30, 7/31, 8/1, 8/2, 8/5, 8/6, 8/14: Attempted to call, but line was disconnected.
 - Emails: 3/7, 4/12, 5/9, 6/14, 6/27, 7/24, 7/29, 7/31, 8/2, 8/6, 8/14,
 - Certified Letter: 7/31
 - Credit Services International Consulted to determine the likelihood of success in collections and determined the following: Collection is unlikely and there isn't anything they could do.
- Per DAA Operating Policy #23, Write offs in amounts over \$1,000 require board approval.
- Staff recommends approval of the write-offs for the following reasons:
 - Unlikely to be successful in collection.
 - Entity will no longer be a tenant of the DAA.

Prepared By: Joelle Bodin

VII. - B.

Duluth Airport Authority
Federal Aviation Administration
New Air Traffic Control Tower (ATCT) Memorandum of Understanding
(MOU) and Revocable Right of Entry Permit (ROE)

Terms:

- 36 months

MOU Overview:

- Authority and FAA are exploring future replacement of ATCT at DLH and the Final Siting Report determined Site 6 as the recommended site for construction of new ATCT.

ROE Overview:

- FAA has requested use of the premises for construction of new ATCT.
- FAA is granted access to construction site without cost or expense.
- Permit shall not be assigned or transferred without written consent of DAA.
- FAA shall be solely responsible for securing the premises and any equipment and personal property brought upon the premises.



U.S. Department
of Transportation

**Federal Aviation
Administration**

MEMORANDUM OF UNDERSTANDING

THIS understanding (“MOU”) is made between Duluth Airport Authority (“Airport”) and the Federal Aviation Administration (the Parties”). This understanding shall become effective when it is fully executed by all parties.

FAA AUTHORITY: The authority of the FAA to enter into this MOU is provided by 49 U.S.C. 106(l)(6) and 106(m), where Congress provided the FAA with specific authority to “enter into and perform such contracts, leases, cooperative agreements or other transactions as may be necessary to carry out the functions of the Administrator and the Administration” with any Federal or non-Federal entity “on such terms and conditions as the Administrator may consider appropriate.”

WITNESSETH: The parties hereto, for the consideration hereinafter mentioned covenant and agree as follows:

WHEREAS, the FAA and Airport have entered into Contract No. DTFACN-15-L-00068 for the establishment, operation, and maintenance of facilities upon the premises for the support of Air Traffic Operations on the Airport land.

WHEREAS, the ATCT is identified on the Airport Layout Plan;

WHEREAS, the FAA is exploring a future replacement of the ATCT at the Airport;

NOW, THEREFORE, the parties mutually agree as follows:

A. Terms:

The FAA completed the Final Siting Report on July 24, 2023 and determined Site 6 as the recommended site for the construction of the new ATCT, as shown on the attached EXHIBIT “A” – Recommended Site Aerial View.

- Site 6: This site provides full view of the runway and airport.
 - Latitude: 46°50'15.3900" N
 - Longitude: 92°11'47.5600" W
 - Cab size (SF): 440 Sq Ft
 - Cab floor level 119' AGL
 - Cab floor level 1,543' AMSL
 - Eye Level 124' AGL
 - Eye Level 1,548' AMSL
 - Top of Tower 154' AGL
 - Top of Tower 1,578' AMSL
 - Estimated ground level 1,424' AMSL
 - Maximum Distance (to farthest point on all runways and taxi ways) 8,768'

The Airport recognizes that the FAA requires time to conduct reviews to include obstruction evaluation, security assessment and environmental review to determine the final location.

The Airport agrees to reserve Site 6 for a period of THIRTY-SIX (36) months from the date of signature. After thirty-six months, it is agreed that The Airport may release subject sites for other consideration, unless extended by supplemental amendment or a new lease is executed.

This MOU represents the entire agreement of the Parties and may be modified only by written agreement of the Parties.

In entering into this MOU, The Airport and FAA recognize that it is impracticable to make provisions for every contingency that may arise during the term of this MOU. The Airport and the FAA concur in principle that their relationship within the framework of the MOU shall be characterized by fairness and shall be managed without detriment to the interest of any party. If, during the term of this MOU, any party has reason to believe this principle has been or will be compromised, the parties shall consult each other in a good faith endeavor to agree upon such action(s) as may be necessary to eliminate the cause(s) for the compromise.

IN WITNESS WHEREOF, the parties subscribed their names as of the above date.

DULUTH AIRPORT AUTHORITY

BY _____

Signature

_____ Title

_____ Date

IN THE PRESENCE OF (witnessed by)

_____ Signature

_____ Title

_____ Date

UNITED STATES OF AMERICA:

BY _____

Signature

_____ Contracting Officer

_____ Title

_____ Date

EXHIBIT "A"

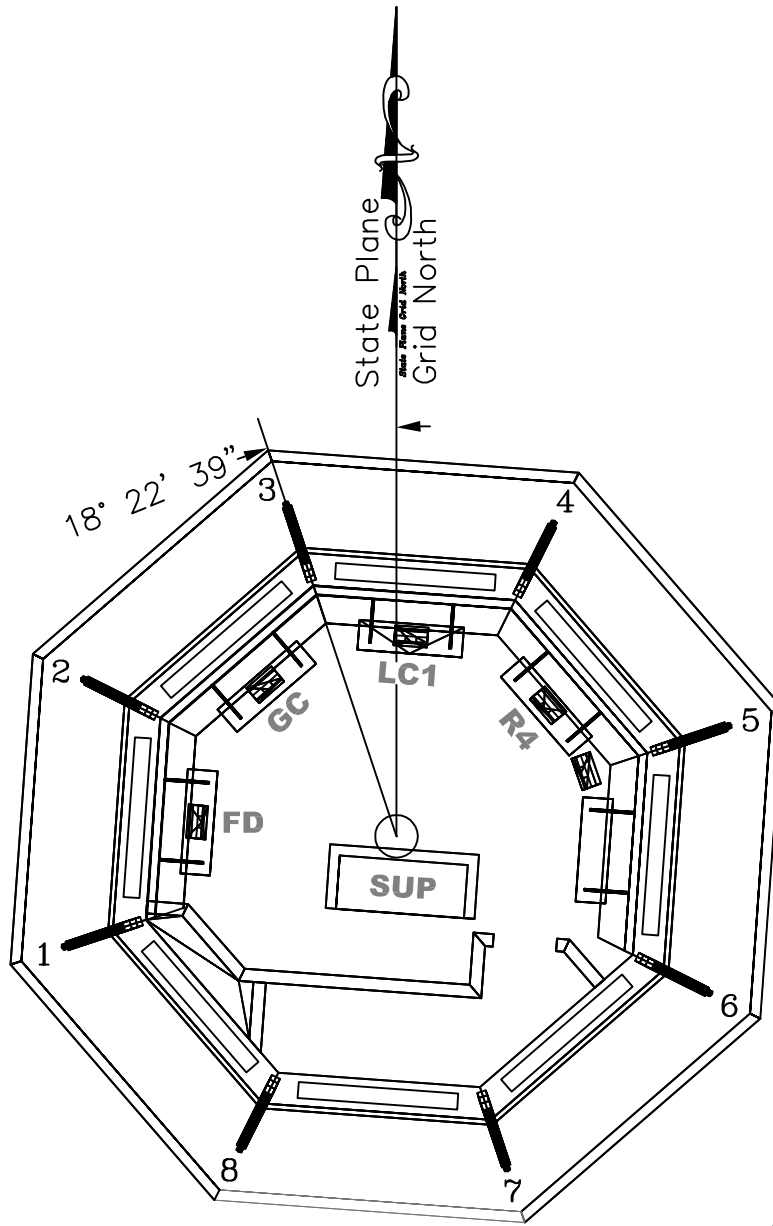
Legend

- 📌 Site 3
- 📍 Site 4
- 📍 Site 6
- ★ Site 7



LINE PARALLEL TO RWY 09/27

EXHIBIT "A"



DLH Site 6

Center Point of Cab

Latitude: 46°-50'-15.3900" N

Longitude: 92°-11'-47.5600" W

Grid Northing: 452548.0071

Grid Easting : 2850792.2477

Cab Floor Elev.: 1543' AMSL (119' AGL)

ATC Eye Elev.: 1548' AMSL (124' AGL)



U.S. Department
of Transportation
**Federal Aviation
Administration**

REVOCABLE RIGHT OF ENTRY PERMIT

Between

**THE UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

And

DULUTH AIRPORT AUTHORITY

Right of Entry No. 697DCM-24-H-00004

**Description: Approximately 2.5 acres of land for the future Duluth International Airport
Airport Traffic Control Tower, Duluth, MN (DLH ATCT)**

This revocable Right-of-Entry Permit, hereinafter “ROE,” made and entered into this date by The Duluth Airport Authority (hereinafter referred to as the Grantor or “Airport”) and the United States of America, and the Federal Aviation Administration, (hereinafter referred to as the FAA or Grantee).

WITNESSETH:

WHEREAS, The Airport is the owner of the above- referenced land, hereinafter referred to as the Premises; and

WHEREAS, the use of the demised premises are for airport purposes; and

WHEREAS, the Grantee has requested the use of the Premises for the purpose(s) of construction of the Airport Traffic Control Tower; and

WHEREAS, it has been determined by the Airport that the Grantee’s use of the Premises will not interfere with, or adversely impact the Airport’s mission, and has also determined that the use by the Grantee for the purpose(s) described herein is in the best interest of the Airport and FAA.

THEREFORE, this ROE is granted subject to the following terms and conditions:

1. **TERM:** This ROE is effective from the date of execution by both parties for a period of 36 months unless extended via an amendment and ends with either the expiration of the ROE or transfer of the demised premises via an accepted conveyance document or a new lease is executed and is mutually revocable by either The Duluth Airport Authority, or FAA by giving at least a one-hundred eighty-day (180) day notice in writing.
2. **DESCRIPTION OF PROPERTY:** The Premises granted under this ROE are described as a piece of land designated as Site 6 as depicted in Exhibit “A” attached hereto and made a part hereof.
3. **SUPERVISION:** The use and occupation of the Premises shall be subject to the general supervision and approval of the Airport, and to such direction, rules, requirements, and regulations as may be prescribed by the FAA.
4. **CONDITIONAL USE BY GRANTEE:** The exercise of the privileges herein granted shall be:
 - a. Access to the construction site without cost or expense to the FAA;
 - b. subject to the right of the FAA to access, improve, use, or maintain the Premises at its sole and absolute discretion;
 - c. non-exclusive; and
 - d. Personal to the Grantee - this ROE and the interest therein granted may not be transferred or assigned, nor shall it transfer or otherwise convey to Grantee’s heirs or successors. This ROE shall be extinguished upon the occurrence of any of the following: (i) the fulfillment or completion of the purpose(s) for which this ROE is granted; (iii) the revocation of this ROE by either the Airport or FAA; (iv) the expiration of the term hereof; or (v) the abandonment of this ROE by the Grantee.
5. **CONDITION OF PREMISES:** The Grantee acknowledges that it has inspected the Premises, knows its condition, and understands that permission to use the same is granted without any representations or warranties whatsoever and without any obligation on the part of the Airport.
6. **LAWS AND ORDINANCES:** In the exercise of the privileges granted by this ROE, Grantee shall comply with all applicable state, municipal and local laws, and the laws, rules, orders, regulations and requirements of the United States.
7. **PERMITS DISPUTES:**
 - a. Should disagreements arise on the interpretation of the provisions of this agreement or amendments and/or revisions thereto, that cannot be resolved at the operating level, the area(s) of disagreement shall be stated in writing by each Party and presented to the other Party for consideration. If agreement or interpretation is not reached within 30 days, the Parties shall forward the written presentation of the disagreement to respective higher officials for appropriate resolution.
 - b. If a dispute related to funding remains unresolved for more than 30 calendar days after the Parties have engaged in an escalation of the dispute, disputes will be resolved in accordance

with instructions provided in the Treasury Financial Manual (TFM) Volume I, Part 2, Chapter 4700, Appendix 10.

8. SPECIAL USE CONDITIONS:

- a. This permit shall not be assigned or transferred, except by written consent of The Duluth Airport Authority, which shall not be unreasonably withheld.
 - b. Grantee shall be solely responsible for securing the Premises and any equipment and personal property brought upon the Premises for Grantee's purposes. Grantor shall not be liable for any theft or damage to such equipment or personal property.
1. In accordance with and subject to the conditions, limitations and exceptions set forth in the Federal Tort Claims Act, 28 U.S.C. Ch. 17, the Government will be liable to persons damaged by any personal injury, death or injury to or loss of property, which is caused by a negligent or wrongful act or omission of an employee of the Government while acting within the scope of his office or employment under circumstances where a private person would be liable in accordance with the law of the place where the act or omission occurred. The foregoing shall not be deemed to extend the Government's liability beyond that existing under the Act at the time of such act or omission or to preclude the Government from using any defense available in law or equity.
 - a. In the event an accepted conveyance document or a new lease for the Premises is not executed by the Parties within THIRTY-SIX (36) MONTHS from the date of execution of this ROE by Grantor, Grantee shall, at its sole cost, remove equipment and other personal property and debris from the Premises and restore and repair the Premises to the condition existing as of execution of this ROE or to another condition deemed acceptable by the both parties.
 - b. The right of entry granted hereunder shall be subject to all easements, encroachments, covenants, restrictions of record and not shown of record and any other title encumbrances or defects affecting the Premises.

9. NOTICES:

All notices sent to the Parties under the Permit shall be addressed as follows:

Duluth Airport Authority
4701 Grinden Drive
Duluth, MN 55811

Federal Aviation Administration
777 Aviation Blvd., Suite 150
El Segundo, CA 90245
Attn: Wayne Darrington, Real Estate Contracting Officer

This Right of Entry Permit with its terms and conditions is hereby executed by The Duluth Airport Authority, and the FAA this _____ day of _____ 2024.

DULUTH AIRPORT AUTHORITY

By: _____

Print Name: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

By: _____

Print Name: Wayne Darrington

Title: Real Estate Contracting Officer

Date: _____

EXHIBIT "A"

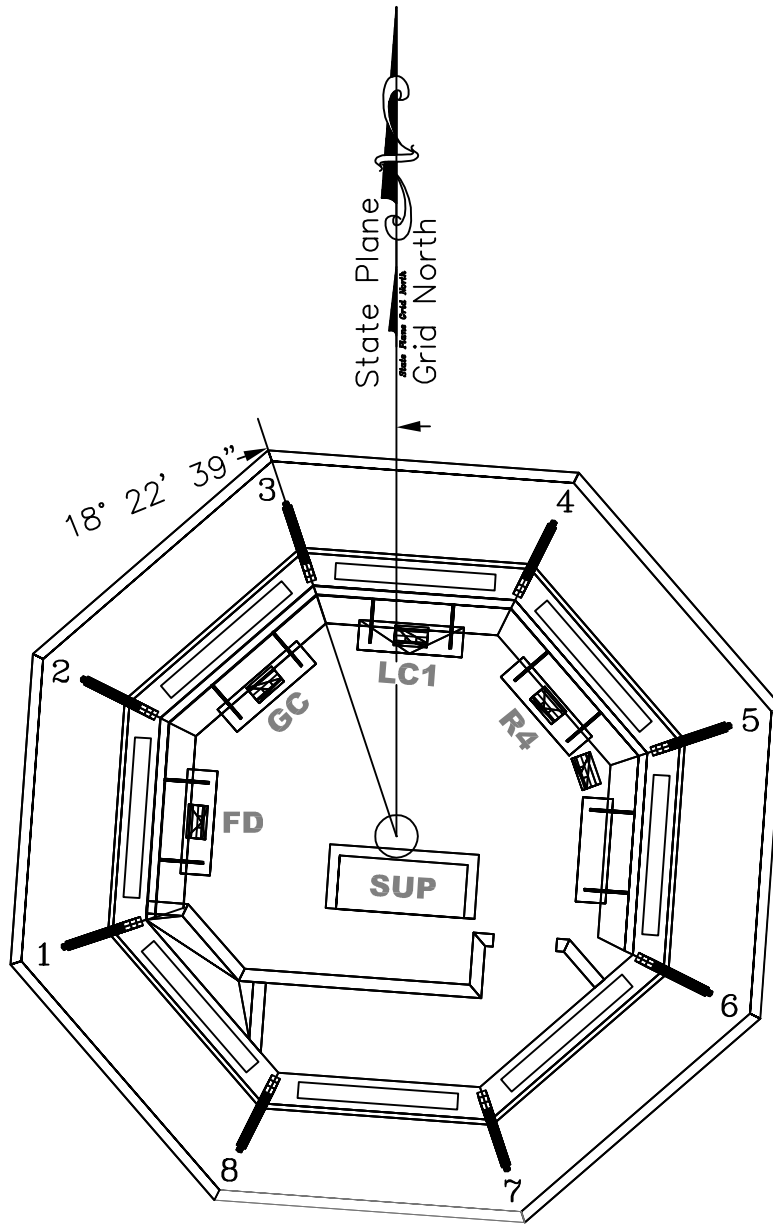
Legend

- 📌 Site 3
- 📍 Site 4
- 📍 Site 6
- 📍 Site 7



LINE PARALLEL TO RWY 09/27

EXHIBIT "A"



DLH Site 6

Center Point of Cab

Latitude: 46°-50'-15.3900" N

Longitude: 92°-11'-47.5600" W

Grid Northing: 452548.0071

Grid Easting : 2850792.2477

Cab Floor Elev.: 1543' AMSL (119' AGL)

ATC Eye Elev.: 1548' AMSL (124' AGL)

PUBLIC AUTHORIZATION CERTIFICATE

On this _____ day of _____, 20____, I _____
[insert name]

certify that I am the _____ of the
[insert title]

_____ named in the attached agreement; that
[insert name of State, County, Municipality, or other Public Authority]

_____ who signed said agreement on behalf of the
[insert name of person who signed the agreement]

_____ is
[insert name of State, County, Municipality, or other Public Authority]

_____ of said
[insert title of person who signed the agreement]

_____ ; and that said agreement was duly signed
[insert name of State, County, Municipality, or other Public Authority]

for and on behalf of _____ by authority of
[insert name of State, County, Municipality, or other Public Authority]

its governing body, and is within the scope of its powers.

Signed _____

VII. - D.

Resolution to Approve Installation of Luminary Art by Leonarda Boughton

Summary:

Leonarda Boughton is a Visual Artist and Sound Therapist in Bayfield, WI. She has been exhibiting her work in galleries and museums around the country and abroad. In this installation, she combines translucent color and imagery with healing sound frequencies to create a space that is both beautiful and restorative.

A colorful, graphic piece will be placed within the glass panels of the skywalk to the terminal. Along with the visuals, there will be motion sensors activated by the opening of the sliding doors going from the terminal to the parking lot. Once activated, the sound (crystal singing bowls) will create a walkway that surrounds you in color and sound. Subtle but very soothing- a Visual Sound Bath.

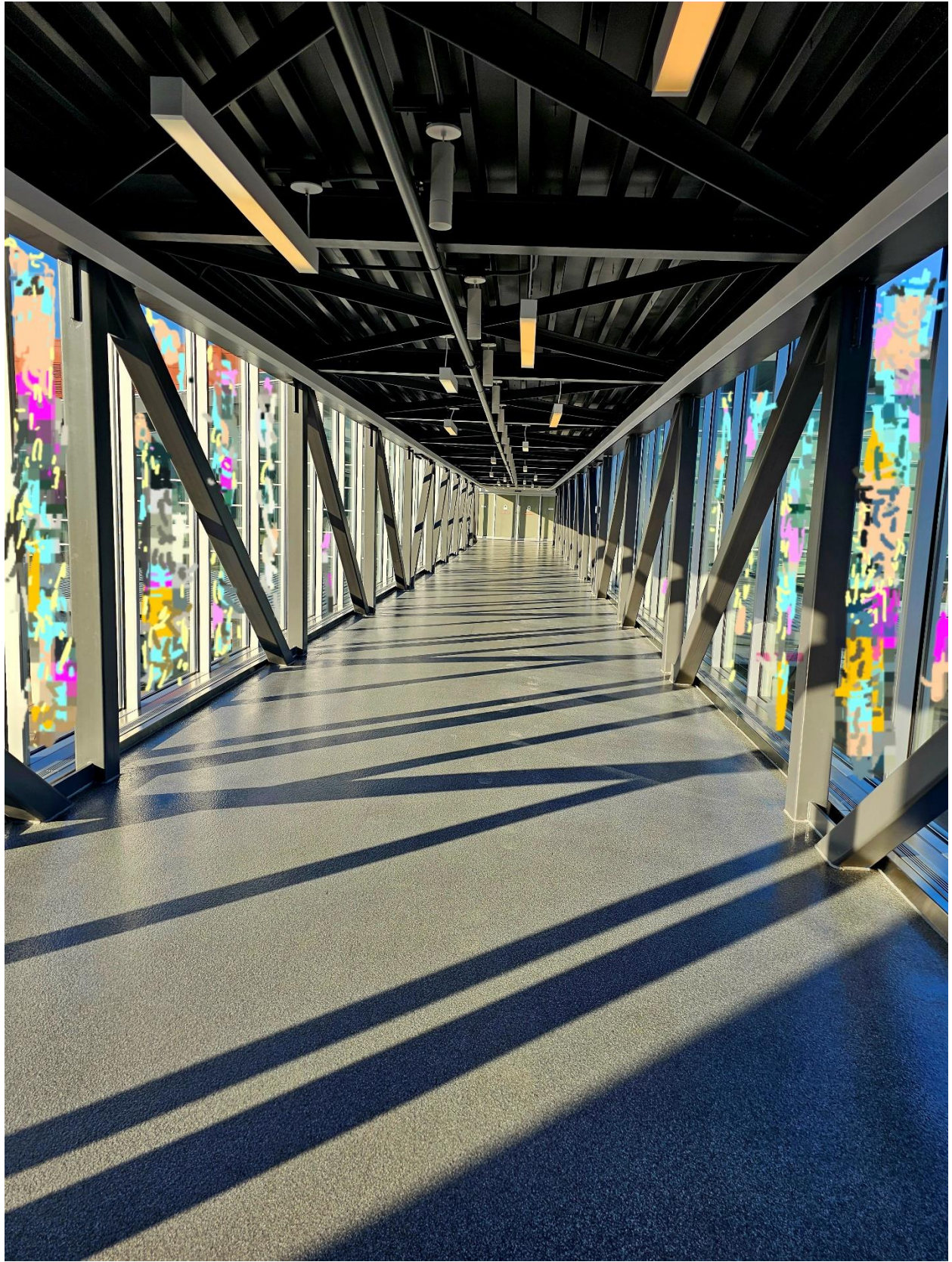
There is no financial commitment required of the DAA, the artist will be applying and maintaining the grant for the installation of this piece.

Term:

Installation to begin in December 2024.



Impact that interior design
can have on healing & happiness
Qualitative and quantitative
research has proven that the
design of a physical space can





LICENSE AGREEMENT FOR THE DISPLAY OF ART

PARTIES TO THIS AGREEMENT ARE the DULUTH AIRPORT AUTHORITY, the governmental authority organized and existing under the Laws of Minnesota, 1969, Chapter 57, hereafter referred to as "Authority and Leonarda Boughton (hereinafter referred to as "Artist").

The Parties acknowledge the following:

WHEREAS, DAA operates the Duluth International Airport including its James L. Oberstar Terminal facility ("Terminal"); and

WHEREAS, the artist desires to utilize the Terminal skywalk as an exhibit to enhance the Terminal's image, enrich the public's experience, and promote a sense of place through arts and culture; and

WHEREAS, the DAA desires to accommodate the artists request to use the Skywalk in the Terminal as described herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, both parties agree as follows:

SECTION 1 LICENSE

Airport grants to the Artist limited, non-transferable license in the areas of the Terminal identified on the attached Exhibit A solely for the purpose of placing the Display Boxes (the "Licensed Premises"). Artist takes the Licensed Premises in an "as is" condition without representations or warranties of any kind, and the DAA shall not be obligated to make any alterations or improvements on or to the Licensed Premises. DAA shall have the right to modify the Licensed Premises upon written notification by the DAA's Executive Director or designee (the "Executive Director") DAA will provide the Artist with an Amended Exhibit A to be attached to the Agreement.

SECTION 2 USE OF LICENSED PREMISES

The Artist shall be responsible for installing the piece in the skywalk. The Art is subject to the prior written approval. Art placed in the Licensed Premises is done so at the Artists own risk.

SECTION 3
TERM AND TERMINATION

The term of the License shall begin on October 15, 2024, and shall continue until December 31, 2025. Additionally, this License Agreement may be terminated by either party upon sixty (30) days' written notice to the other party. Upon the expiration or other termination of this Agreement, the Artist's rights to use the Licensed Premises shall cease and Artist shall, promptly and in good condition surrender the same to DAA. In the event that the Artist has in any way changed, altered or modified the Licensed Premises, Artist agrees to return the same to the condition they were in at the time of the signing of this Agreement. The licensed Premises, shall be immediately returned to the control of DAA.

SECTION 4
ARTIST RELEASE OF LIABILITY

The Artist will sign a release of liability, releasing the DAA from any liability relating to his or her display of Art within the Terminal. Copies of signed waivers from each artist will be provided to DAA prior to display of that artist's Art within the Terminal.

SECTION 5
INSURANCE

The Artist understands that DAA does not maintain insurance covering the Display Boxes or Art and it is the sole responsibility of the Artist to obtain such insurance. The Artist represents that it is self-insured with regard to comprehensive liability and property damage claims with a combined single limit of \$1,500,000 which are set forth within Minnesota Statute 466. The Artist also represents that it is self-insured with regard to Workers' Compensation claims. There are no certificates that are issued for self-insured Workers' Compensation and General Liability insurance.

DULUTH AIRPORT AUTHORITY

DATED: _____

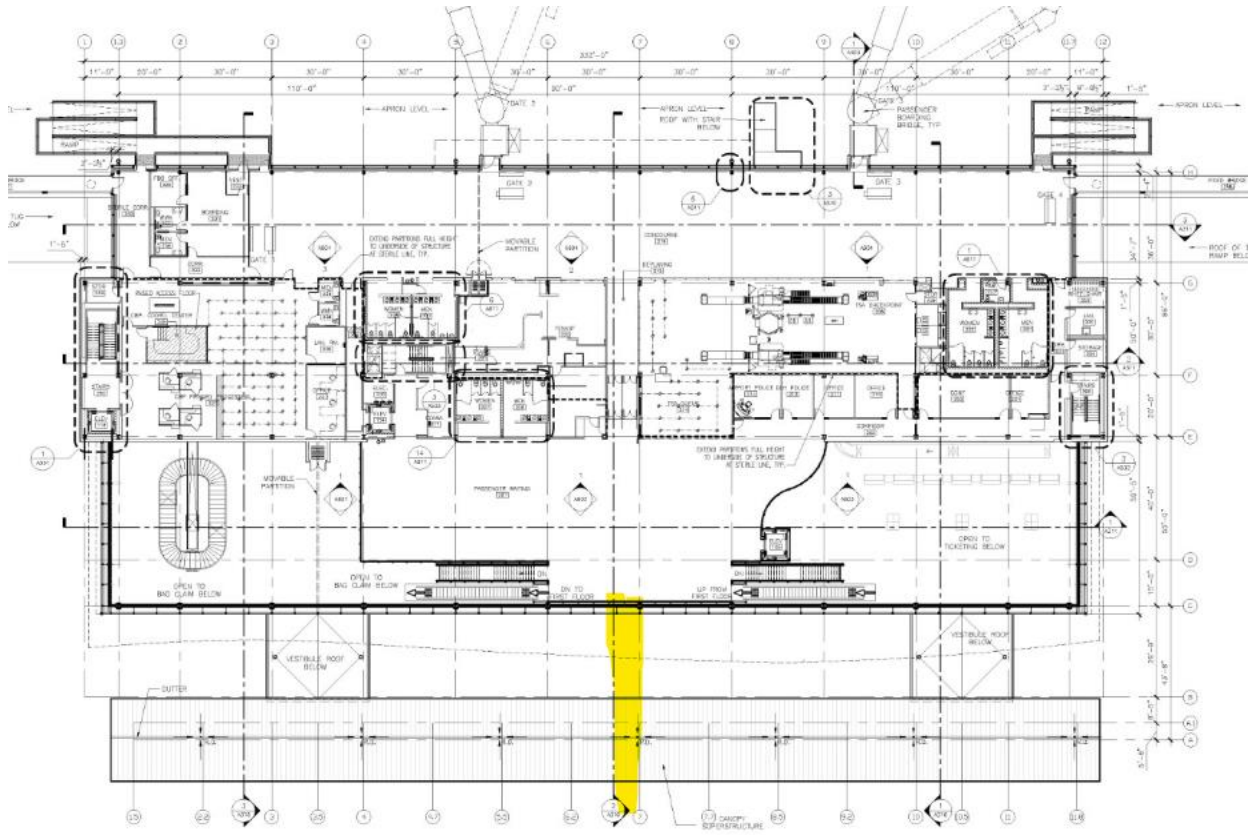
By: _____
President

Artist: _____

Printed Name: _____

By: _____
Secretary

EXHIBIT A



VII. - E.

**Duluth Airport Authority
DAA Board Packet Budget vs. Actual Summary
From Jan 2024 to Aug 2024**

UNAUDITED

Financial Row	Prior Year Actual (Jan 2023 - Aug 2023)	Current Year Actual (Jan 2024 - Aug 2024)	Budget Amount (Jan 2024 - Aug 2024)	% of Budget	Variance from Prior Year	Variance From Budget	Total Budget (Jan 2024 - Adjust 2024)
Ordinary Income/Expense							
Income							
Non-Aeronautical Revenue	2,470,219	2,601,771	2,057,965	126.42%	131,552	543,806	3,270,423
Non-Passenger Aeronautical Revenue	1,148,555	1,146,988	1,141,465	100.48%	(1,567)	5,523	1,699,641
Passenger Airline Aeronautical Revenue	949,841	1,106,694	1,097,409	100.85%	156,853	9,285	1,626,676
Total - Income	4,568,614	4,855,453	4,296,840	113.00%	286,839	558,614	6,596,739
Gross Profit	4,568,614	4,855,453	4,296,840	113.00%	286,839	558,614	6,596,739
Expense							
Miscellaneous Expenses	57,606	170,490	66,348	256.96%	112,884	104,142	96,690
Personnel Compensation & Benefits	1,738,152	1,803,373	1,878,559	96.00%	65,220	(75,186)	3,015,668
Services and Charges	1,580,065	1,731,726	1,648,104	105.07%	151,661	83,623	2,433,958
Supplies	515,252	457,208	539,772	84.70%	(58,044)	(82,564)	767,463
Total - Expense	3,891,076	4,162,797	4,132,782	100.73%	271,721	30,015	6,313,779
Net Ordinary Income	677,539	692,656	164,057	422.20%	15,117	528,599	282,959
Other Income and Expenses							
Other Income							
Capital Contributions	2,400,321	0	0	0.00%	(2,400,321)	0	0
Non-Operating Revenue	602,465	475,646	490,984	96.88%	(126,819)	(15,338)	648,529
Total - Other Income	3,002,786	475,646	490,984	96.88%	(2,527,140)	(15,338)	648,529
Other Expense							
Non-Operating Expense	94,642	80,937	94,116	86.00%	(13,705)	(13,179)	141,174
Total - Other Expense	94,642	80,937	94,116	86.00%	(13,705)	(13,179)	141,174
Net Other Income	2,908,143	394,709	396,868	99.46%	(2,513,434)	(2,159)	507,355
Net Income Exclusive of Project Expenses, Depreciation & Amortization	3,585,682	1,087,365	560,925	193.85%	(2,498,317)	526,440	790,315
Projects/Grants	5,464,507	9,705,685	13,180,308	73.64%	4,241,178	(3,474,623)	19,770,462
Depreciation & Amortization	(7,585,625)	0	(7,162,434)	0.00%	7,585,625	7,162,434	(10,743,651)
Net Income	1,464,564	10,793,050	6,578,800	164.06%	9,328,486	4,214,250	9,817,126

- **Overall:** At the time this report was generated for the above period, the DAA is at an overall favorable variance budget vs actual of \$526k.
- **Operating Revenue:** Non-Aeronautical Revenue is \$543k over budget overall. Concessions revenues are \$30k over budget, parking revenues are \$130k over budget and customer facility charges are \$110k over budget. State Maintenance and operations grant was submitted and recognized early, which accounts for \$225k. We also received an insurance reimbursement for damage to the terminal and cameras. Non-passenger aeronautical revenue is 5k over budget due to increased rent, aviation gas sales, and concessions. Security reimbursements are down over \$30k due to the loss of the TSA LEO reimbursement program. Passenger Airline Aeronautical revenue is \$9k over budget. Operating Revenues are 558k over budget overall.
- **Operating Expenses:** Miscellaneous Expenses are \$104k over budget, mostly due to the North Business Development Area Buyout. Personnel Compensation and Benefits are \$75k under budget. Supplies are \$82k under budget. Services and charges are \$83k over budget. Operating expenses are \$30k over budget overall.
- **Non-Operating Revenue:** Non-operating revenue is under budget by \$15k. Interest income is under budget by over \$26k and PFCs are over budget by nearly \$54k.
- **Non-Operating Expenses:** Non-Operating Expenses are under budget by \$13k due to reduced interest expense as the line of credit was not been utilized in 2024.
- **Report Disclaimer:** The results of this report are expected to change slightly with delayed revenue and expense postings.
- **OPERATING POLICY #28 MINIMUM CASH BALANCE REPORTING BASED ON 2023 AUDITED FINANCIALS AS OF 10/7/2024:**
 - Minimum Cash Balance Goal: \$2,930,908 Current Balance: \$1,480,025 (does not include grants receivable)
 - Days Cash on Hand: 91 days currently vs 180 day benchmark (89 days UNDER goal)
 - Construction grants receivable are over \$4M.

Duluth Airport Authority
Income Statement
From Jan 2024 to Aug 2024

Financial Row	Amount
Ordinary Income/Expense	
Income	
Non-Aeronautical Revenue	
Advertising Income	\$26,404.00
Concession Revenue	
ATM	\$388.00
Car Rental Concession	\$425,828.47
Food & Beverage Concession	\$69,923.27
Lottery Concessions	\$828.12
Per Departure Fee	\$1,990.00
Per Passenger Fee	\$20,952.00
Services/Other	\$691.54
TNC Per Trip Fee	\$9,393.00
Vending	\$4,405.98
Total - Concession Revenue	\$534,400.38
Customer Facility Charges	\$265,864.00
Miscellaneous Revenues	\$88,232.29
Parking	\$1,158,043.95
Permits	\$5,566.02
Reimbursed Expenses	\$77,487.36
Rent	\$145,937.90
Sponsorship Income	\$38,000.00
State Aid	\$261,835.03
Total - Non-Aeronautical Revenue	\$2,601,770.93
Non-Passenger Aeronautical Revenue	
Aviation Gas	\$48,778.46
Concession Revenue	\$125,624.47
Event Income	\$38,179.00
Landing Fees	\$26,423.75
Ramp Fees	\$13,560.00
Rent	\$855,617.95
Security Reimbursement	\$36,274.26
Tie Downs	\$2,530.00
Total - Non-Passenger Aeronautical Revenue	\$1,146,987.89
Passenger Airline Aeronautical Revenue	
Landing Fees	\$245,834.29
Per Use Fee	\$2,123.43
Terminal Office/Space Rental	\$858,736.62
Total - Passenger Airline Aeronautical Revenue	\$1,106,694.34
Total - Income	\$4,855,453.16
Gross Profit	\$4,855,453.16
Expense	
Miscellaneous Expenses	\$170,490.29
Personnel Compensation & Benefits	
Benefit Administration Fees	\$163.20
Employer Contributions for Retirement	\$162,241.37
Employer Paid Insurance	\$292,575.19
Retiree Benefits	\$91,554.81
Wages & Salaries	\$1,239,180.64
Worker's Compensation	\$17,657.36
Total - Personnel Compensation & Benefits	\$1,803,372.57
Services and Charges	
Advertising	\$219.68
Badging	\$395.90
Central Services Fee	\$51,970.00
Communications & Technology	\$208,103.90

Financial Row	Amount
Employee Development Services	\$43,010.74
Employee Physicals	\$1,923.00
Insurance	\$94,751.04
Marketing	\$146,559.10
Professional Services	\$358,055.64
Rentals	\$11,881.59
Repairs and Maintenance - Contractual/Services	\$350,812.71
Sponsorship Expenses	\$6,350.00
Transportation	\$1,757.26
Utility Services	
Electric	\$288,527.29
Natural Gas	\$37,883.36
Propane	\$2,858.74
Refuse Disposal	\$21,620.35
Storm Water	\$91,761.63
Water	\$13,284.21
Total - Utility Services	\$455,935.58
Total - Services and Charges	\$1,731,726.14
Supplies	
Merchandise for Resale	\$36,456.64
Office Supplies	\$71,865.79
Operating Supplies	\$83,969.28
Repairs & Maintenance Supplies	\$264,916.26
Total - Supplies	\$457,207.97
Total - Expense	\$4,162,796.97
Net Ordinary Income	\$692,656.19
Other Income and Expenses	
Other Income	
Capital Contributions	
Grants	\$9,705,685.03
Total - Capital Contributions	\$9,705,685.03
Non-Operating Revenue	\$475,645.82
Total - Other Income	\$10,181,330.85
Other Expense	
Non-Operating Expense	
Interest Expense	\$80,937.07
Total - Non-Operating Expense	\$80,937.07
Total - Other Expense	\$80,937.07
Net Other Income	\$10,100,393.78
Net Income	\$10,793,049.97

Duluth Airport Authority
Balance Sheet
End of Aug 2024

Financial Row	Amount
ASSETS	
Current Assets	
Bank	
Lottery Account	\$7,101.91
Petty Cash	\$102.03
Pooled Cash - City Balance	\$3,131,677.76
Total Bank	\$3,138,881.70
Accounts Receivable	
Accounts Receivable - Restricted PFC	\$109,445.23
Accounts Receivable Billed	\$557,056.71
Accrued Receivable	\$21,520.30
Grants Receivable	
Federal	\$4,162,412.39
Grants Receivable - M&O	\$224,920.00
Other	\$162,033.89
State	\$87,674.42
Total - Grants Receivable	\$4,637,040.70
ST Lease Receivable	\$29,630.33
Total Accounts Receivable	\$5,354,693.27
Other Current Asset	
Inventory Assets	\$23,984.80
Prepaid Items	\$31,273.86
Undeposited Funds	\$255,660.04
Total Other Current Asset	\$310,918.70
Total Current Assets	\$8,804,493.67
Fixed Assets	
Accumulated Depreciation	(\$162,432,537.64)
Capital Assets	\$280,306,395.86
Work in Progress	
Federal	\$15,911,281.50
Local	\$2,966,077.28
Other	\$1,212,038.03
State	\$1,467,623.36
Total - Work in Progress	\$21,557,020.17
Total Fixed Assets	\$139,430,878.39
Other Assets	
Accumulated Amortization	(\$3,152,423.67)
Airport Planning Projects - Contributed	\$5,518,016.49
Airport Planning Projects - Invested	\$772,784.00
Deferred Outflows - OPEB	\$225,995.00
Deferred Outflows - Pension	\$408,765.00
LT Lease Receivable	\$2,229,714.06
Total Other Assets	\$6,002,850.88
Total ASSETS	\$154,238,222.94
Liabilities & Equity	
Current Liabilities	
Accounts Payable	
Accounts Payable	\$175,024.15
Contracts Payable	\$3,931,626.57
Credit Cards Payable	\$219.68
Lottery Payable	\$6,290.10
Total Accounts Payable	\$4,113,160.50
Credit Card	
Citi Visa - Joelle	\$3,039.72
Wells Fargo Credit Card - Tom	\$72.25
Total Credit Card	\$3,111.97

Financial Row	Amount
Other Current Liability	
Accrued Interest	\$55,588.81
Accrued Sales Taxes Payable - All	\$11,947.10
Accrued Vacation	\$122,778.26
Deferred Inflows - Lease Asset	\$2,155,143.79
Deferred Inflows - OPEB Liabilities	\$435,328.00
Deferred Inflows - Pension	\$402,277.00
Loans Payable to City of Duluth	\$955,000.00
Unearned Revenue - Current	\$112,543.32
Unearned Revenue - Non Current	\$10,932.40
Total Other Current Liability	\$4,261,538.68
Total Current Liabilities	\$8,377,811.15
Long Term Liabilities	
LT Loans Payable to City of Duluth	
LT Hangar 103 Renovations	\$1,305,000.00
LT Parking Structure	\$935,000.00
LT Terminal Loan	\$970,000.00
Total - LT Loans Payable to City of Duluth	\$3,210,000.00
Net Pension Liability	\$1,252,584.00
Total Other Post Employment Benefit Liability	\$3,056,943.02
Total Long Term Liabilities	\$7,519,527.02
Equity	
Contributed Equity	\$16,621,668.70
Retained Earnings	\$110,926,166.10
Net Income	\$10,793,049.97
Total Equity	\$138,340,884.77
Total Liabilities & Equity	\$154,238,222.94

VII. - F.

**Duluth Airport Authority
Duluth A/R Aging Report
As of October 8, 2024**

Customer	60 Days	90 Days	> 90 Days	Total
	Open Balance	Open Balance	Open Balance	Open Balance
Avis Rent A Car	\$0.00	\$0.00	\$0.00	\$2,780.90
Bellamy Bill	\$143.06	\$0.00	\$0.00	\$143.06
Bemidji Aviation	\$0.00	\$0.00	\$0.00	\$851.11
Budget Rent A Car	\$0.00	\$0.00	\$0.00	\$1,982.75
Churchill, Sean	\$0.00	\$0.00	\$0.00	\$254.28
Cirrus Design Corporation	\$0.00	\$0.00	\$0.00	\$24,465.24
City of Duluth	\$1,770.34	\$0.00	\$0.00	\$3,593.79
Civil Air Patrol	\$0.00	\$417.79	\$0.00	\$417.79
Cloose Brian	\$0.00	\$0.00	\$0.00	(\$90.00)
Cohen, Marc	\$0.00	\$0.00	\$0.00	\$51.00
Delta Airlines	\$0.00	\$0.00	\$0.00	\$51,218.85
DeSutter, Peter	\$0.00	\$0.00	\$0.00	\$51.00
Divine Carriers	\$147.60	\$147.60	\$538.00	\$980.80
Duluth Economic Development Authority	\$0.00	\$0.00	\$0.00	\$41,175.65
Duluth Hangar, LLC	\$0.00	\$0.00	\$0.00	\$899.04
Dunker, Christopher L	\$0.00	\$0.00	\$9,028.20	\$9,028.20
Ellefson, Nicholas	\$0.00	\$0.00	\$0.00	\$886.95
Enterprise Leasing Company	\$0.00	\$768.00	\$0.00	\$32,947.70
Federal Aviation Administration	\$13,026.00	\$13,026.00	\$39,078.00	\$78,091.00
Galchus, Kurt	\$254.28	\$0.00	\$0.00	\$639.29
General Services Administration	\$0.00	\$0.00	\$0.00	\$5,725.48
Goritchan Boris	\$0.00	\$0.00	\$2,004.00	\$2,004.00
Great Lakes Shore Excursions	\$0.00	\$0.00	\$0.00	\$1,200.00
Griffith Evans	\$0.00	\$0.00	\$0.00	\$90.00
Hagberg, Rick	\$0.00	\$0.00	\$0.00	\$254.28
Hall John	\$0.00	\$0.00	\$0.00	\$312.67
Harris, Melissa	\$0.00	\$0.00	\$0.00	\$153.00
Hatfield, Dan	\$0.00	\$0.00	\$0.00	\$254.28
Hermantown Hydraulics	\$0.00	\$0.00	\$1,526.68	\$1,526.68
Hillman Colin	\$0.00	\$0.00	\$0.00	\$275.00
Hughes, Timothy	\$0.00	\$0.00	\$0.00	\$153.00
Hunstad, Nicholas	\$0.00	\$0.00	\$0.00	\$114.83
Johnson, Josiah H	\$0.00	\$0.00	\$0.00	\$189.92
Johnson, Lance	\$0.00	\$0.00	\$0.00	(\$90.00)
Johnson, Richard	\$0.00	\$0.00	\$0.00	\$583.30
Johnston, Paul	\$0.00	\$0.00	\$0.00	\$254.28
K & D Auctions	(\$6,524.44)	\$0.00	(\$1,968.62)	(\$8,493.06)
Kleen-Tech Services, LLC	\$729.97	\$0.00	\$0.00	\$1,459.94
Lake Superior College	\$125.00	\$0.00	\$0.00	\$34,593.27
Lake Superior Helicopters	\$0.00	\$0.00	\$0.00	\$6,314.79
Larsen, Shane	\$0.00	\$0.00	\$0.00	\$386.64
MediaUSA Advertising Inc	\$0.00	\$1,832.00	\$0.00	\$1,832.00
Minnesota Air National Guard	\$0.00	\$0.00	\$96,352.79	\$99,369.27

Minnesota Department of Transportation	\$140,016.06	\$98,678.80	\$1,036,181.31	\$2,291,013.23
Minnesota Power	\$0.00	\$0.00	\$0.00	\$466.46
Monaco Air Duluth	\$0.00	\$0.00	\$0.00	\$4,441.52
National Weather Service	\$125.00	\$0.00	\$0.00	\$125.00
Northland Constructors, Inc.	\$181.50	\$0.00	\$0.00	\$363.00
Oakwells CR, LLC	\$1,754.15	\$0.00	\$0.00	\$1,874.15
Opack Matthew Jr.	\$0.00	\$0.00	\$0.00	\$339.15
Parthe, Lance	\$0.00	\$0.00	\$0.00	\$329.02
Payne, Robert	\$0.00	\$0.00	\$0.00	\$329.02
Pfaltzgraff, George	\$0.00	\$0.00	\$0.00	\$745.00
PGKK (Goldschmidt & Kundel)	\$0.00	\$0.00	\$0.00	(\$65.00)
Plucinak, Joseph	\$0.00	\$0.00	\$0.00	\$9.60
Rogers, Alexander	\$254.28	\$254.28	\$0.00	\$889.03
RS&H	\$0.00	\$0.00	\$0.00	\$2,839.82
Safstrom Jon	\$0.00	\$0.00	\$0.00	\$153.00
Smith, Bradford	\$0.00	\$0.00	\$0.00	\$1,777.75
Stevens, Mike	\$0.00	\$0.00	\$0.00	\$254.28
Sun Country, Inc. dba Sun Country Airlines	\$0.00	\$0.00	\$0.00	\$120.00
Sydow Dan	\$0.00	\$0.00	\$0.00	\$329.02
The Landline Company	\$3,454.19	\$0.00	\$0.00	\$5,716.38
Transportation Security Administration	\$0.00	\$0.00	\$0.00	\$176.34
unifi	\$0.00	\$0.00	\$4,147.00	\$4,777.00
United Airlines	\$0.00	\$0.00	\$0.00	\$57,822.55
United Parcel Service	\$0.00	\$0.00	\$65.00	\$65.00
University of Minnesota Duluth	\$0.00	\$3,250.00	\$0.00	\$3,250.00
Valentine, Ian	\$0.00	\$0.00	\$0.00	\$51.00
Williams, Ron	\$0.00	\$0.00	\$0.00	\$254.28
Winter, Detrich	\$0.00	\$0.00	\$0.00	\$774.04
Total	\$155,456.99	\$118,374.47	\$1,186,952.36	\$2,778,051.61

VII. - G.

Year to Date Airline Statistics

Month	DELTA					UNITED					SUN COUNTRY				
	2024 Enplanements		2024 Deplanements		Total	2024 Enplanements		2024 Deplanements		Total	2024 Enplanements		2024 Deplanements		Total
	Revenue	Non Rev	Revenue	Non Rev		Revenue	Non Rev	Revenue	Non Rev		Revenue	Non Rev	Revenue	Non Rev	
JAN	5,411	119	4,885	151	10,566	2,540	46	2,309	44	4,939	-	-	-	-	-
FEB	4,823	150	5,916	155	11,044	2,654	56	2,641	46	5,397	1,434	1	1,117	1	2,553
MAR	5,206	165	5,145	158	10,674	3,252	89	3,374	83	6,798	1,563	3	1,465	2	3,033
APR	5,260	211	5,125	214	10,810	4,013	103	4,232	102	8,450	947	-	1,184	1	2,132
MAY	5,493	165	5,959	171	11,788	3,969	145	4,418	125	8,657	177	4	177	4	362
JUN	6,907	167	7,040	178	14,292	3,915	128	4,047	109	8,199	-	-	-	-	-
JUL	7,761	196	8,393	217	16,567	5,180	120	5,167	122	10,589	-	-	-	-	-
AUG	8,882	215	8,769	228	18,094	6,346	160	6,405	163	13,074	-	-	-	-	-
SEP	7,796	156	7,118	177	15,247	6,238	100	6,062	114	12,514	-	-	-	-	-
OCT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NOV	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DEC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	57,539	1,544	58,350	1,649	119,082	38,107	947	38,655	908	78,617	4,121	8	3,943	8	8,080

Month	CHARTERS					2024 Total Passenger Data Including Charters							2023 - 2024 Difference		
	2024 Enplanements		2024 Deplanements		Total	2024 Enplanements			2024 Deplanements			Total Passenger	Enplanements	Deplanements	Total Passengers
	Revenue	Non Rev	Revenue	Non Rev		Rev	Non Rev	Total	Rev	Non Rev	Total				
JAN	182	-	180	-	362	8,133	165	8,298	7,374	195	7,569	15,867	(466)	(1,364)	(1,830)
FEB	-	-	-	-	-	8,911	207	9,118	9,674	202	9,876	18,994	(408)	(323)	(731)
MAR	181	-	217	-	398	10,202	257	10,459	10,201	243	10,444	20,903	(3,337)	1,896	(1,441)
APR	181	-	180	-	361	10,401	314	10,715	10,721	317	11,038	21,753	(79)	(17)	(96)
MAY	-	-	-	-	-	9,639	314	9,953	10,554	300	10,854	20,807	(712)	(458)	(1,170)
JUN	-	-	-	-	-	10,822	295	11,117	11,087	287	11,374	22,491	1,389	1,691	3,080
JUL	-	-	-	-	-	12,941	316	13,257	13,560	339	13,899	27,156	1,182	1,670	2,852
AUG	-	-	-	-	-	15,228	375	15,603	15,174	391	15,565	31,168	1,859	2,349	4,208
SEP	230	-	230	-	460	14,264	256	14,520	13,410	291	13,701	28,221	3,394	3,208	6,602
OCT	-	-	-	-	-	-	-	-	-	-	-	-	(10,283)	(9,640)	(19,923)
NOV	-	-	-	-	-	-	-	-	-	-	-	-	(9,058)	(8,811)	(17,869)
DEC	-	-	-	-	-	-	-	-	-	-	-	-	(8,306)	(8,412)	(16,718)
Total	724	-	721	-	1,581	100,541	2,499	103,040	101,755	2,565	104,320	207,360	(24,825)	(18,211)	(43,036)

2024 Landline Passengers

Arrivals

Departures

	Arrivals				Departures				2023 Grand		
	Revenue	Non-Rev	Seats (AU)	Total	Revenue	Non-Rev	Seats (AU)	Total	Grand Total	Total	Inc /Dec
January	446	13	1,104	459	732	17	1,104	749	1,208	2,206	(998)
February	614	13	1,150	627	703	16	1,150	719	1,346	2,064	(718)
March	638	13	1,242	651	693	20	1,242	713	1,364	2,266	(902)
April	613	11	1,058	624	685	6	1,058	691	1,315	2,328	(1,013)
May	659	16	1,012	675	522	16	1,012	538	1,213	1,601	(388)
June	601	13	1,196	614	519	7	1,196	526	1,140	1,558	(418)
July	578	15	1,196	593	740	10	1,196	750	1,343	1,879	(536)
August	495	13	1,196	508	644	8	1,196	652	1,160	1,697	(537)
September	318	12	828	330	366	4	828	1,198	1,528	902	626
October				-				-	-	1,083	-
November				-				-	-	1,190	-
December				-				-	-	1,616	-
	4,962	119	9,982	5,081	5,604	104	9,982	6,536	11,617	20,390	(4,884)