



DULUTH AIRPORT AUTHORITY

DULUTH AIRPORT AUTHORITY MEETING AGENDA NOVEMBER 19, 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 October 15, 2024 Board Meeting Minutes

III. *DAA CASH DISBURSEMENTS

- A. Operating Check Registers #26-29; Operating ACH Payment Registers #27-29;
Construction ACH Registers #14-15.

IV. *CORRESPONDENCE

- A. DLH Construction Notice
 - i. October 10, 2024: Alert: Airfield Taxiway Name Changes
 - ii. October 12, 2024
 - iii. October 17, 2024
 - iv. October 21, 2024
 - v. October 25, 2024
 - vi. November 6, 2024
- B. October 9, 2024: United Airlines Plane Makes Emergency Landing at Duluth Airport. KQDS.
- C. October 9, 2024: Plane Makes Emergency Landing in Duluth. DNT.
- D. October 9, 2024: Commercial Plane Makes Emergency Landing at Duluth International Airport. Northern News Now.
- E. October 9, 2024: Commercial Plane Makes Emergency Landing at Duluth International Airport. WDIO.
- F. October 21, 2024: Stauber Announces Funding for Duluth and Pine River Airports. Northern News Now.
- G. October 22, 2024: Funding Secured for Duluth International Airport Improvements. WDIO.
- H. October 23, 2024: Sky Harbor Airport Terminal to be Named After Local Engineer. Northern News Now.
- I. October 23, 2024: Sky Harbor Airport Terminal to be Named for Dr. Robert R. Gilruth, NASA Aerospace Pioneer. DAA Press Release.
- J. October 24, 2024: Sky Harbor Names Terminal Honoring "Father of Manned Space Program." KQDS.



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- K. October 24, 2024: New Terminal at Sky Harbor Airport Dedicated to Aerospace Engineer from Nashwauk. WDIO.
- L. October 24, 2024: Duluth's Sky Harbor Airport Terminal Named in Honor of Local Space Pioneer. DNT.
- M. October 24, 2024: Letter to Airport Sponsors: Building Better Airports Across America. FAA.
- N. November 4, 2024: How Does United Airlines Plan to Boost Capacity on Routes Served by Regional Jets? Simple Flying.
- O. November 7, 2024: Letter to White House Appropriations Committee Chair and Ranking Member: AAAE FY 2025 DOT-FAA Funding Bill. AAAE.

V. OPPORTUNITY FOR PERSONS TO BE HEARD

VI. OLD BUSINESS

None

VII. NEW BUSINESS

- A. Resolution to Approve the 2025 DLH and DYT Capital Improvement Plans.
- B. Resolution to Authorize DAA Executive Director to Execute a Memorandum of Understanding with AFSCME Local 66 Regarding Shift Duration.
- C. Resolution to Approve Amendment 2 of the Ground Transportation Lease and Operator Agreement between the Duluth Airport Authority and The Landline Company.
- D. Resolution to Approve Operating Policy #31: Records Retention Policy and Incorporate in to the DAA Operating Policy Manual.
- E. Resolution to Approve the 2025 Rates and Charges Schedule for DLH.
- F. Resolution to Approve the 2025 Rates and Charges Schedule for DYT.
- G. Resolution to Approve the Duluth Airport Authority 2025 Annual Budget.
- H. Resolution to Approve Duluth Airport Authority's Title VI Community Participation Plan.
- I. Resolution to Approve Advertising Agreement Between DAA and Giant's Ridge.
- J. Resolution to Approve an Employee Incentive Award for Mark Papko in the Amount of \$7000 in Accordance with Operating Policy #5.
- K. *September 2024 Financial Reports
- L. *November 2024 Accounts Receivable
- M. *October 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).*