



**DULUTH AIRPORT AUTHORITY
SPECIAL MEETING AGENDA
JUNE 26, 2025**

SKY HARBOR AIRPORT

I. *EXECUTIVE DIRECTOR'S REVIEW

A. Information Letter to DAA Directors

II. *APPROVAL OF PREVIOUS MEETING MINUTES & OTHER CONSENT AGENDA ITEMS

A. Approval of May 20, 2025 Board Meeting Minutes

III. *DAA CASH DISBURSEMENTS

A. Operating Check Registers #10-14, 2025; Operating ACH Payment Registers #10-15, 2025; Construction ACH Register #6, 2025.

IV. *CORRESPONDENCE

A. DLH Construction Newsletter

i. May 16, 2025

ii. May 23, 2025

iii. May 30, 2025

iv. June 6, 2025

v. June 13, 2025

B. May 15, 2025: United Airlines to Add New Flight from Duluth. Fox21online.

C. May 16, 2025: Thank You Letter to Tom Werner, DAA Executive Director, from Senator Amy Klobuchar. Letter.

D. June 5, 2025: Duluth Airport Authority Runs Triennial Full Scale Emergency Drill. WDIO.

E. June 10, 2025: Northland Lawmakers Prioritize Northern Minnesota After Passing of Budget. NNN.

F. June 12, 2025: Front Row Seat: What I Learned on My First Duluth Helicopter Ride. DNT.

V. OPPORTUNITY FOR PERSONS TO BE HEARD

VI. OLD BUSINESS

None.



VII. NEW BUSINESS

- A. Resolution to Approve Employee Incentive Award for Jenny Delnay in the Amount of \$500.
- B. Resolution of Support of the Air Traffic Control Tower Replacement Project.
- C. Resolution to Approve the Duluth Airport Authority Commercial Vehicle Policy.
- D. Resolution to Approve Amendment No. 2 to the Hangar 103 Lease Agreement between the Duluth Airport Authority and State of Minnesota, by and through the Board of Trustees of Minnesota State Colleges and Universities on behalf of Lake Superior College.
- E. Resolution to Approve the Updated 2025 DLH Capital Improvement Plan.
- F. Resolution to Award Construction Contract in the Amount of \$12,254,234.55 to Shafer Contracting Co for the Construction of Taxiway A – Phase 6 and associated Alternate Schedules.
- G. Resolution to Approve Work Order 2025-9 between the Duluth Airport Authority and Short Elliot Hendrickson, Inc. for the Construction Administration of Taxiway A – Phase 6.
- H. Resolution to Approve Work Order 2025-11 between the Duluth Airport Authority and Short Elliot Hendrickson, Inc. for the Construction Administration of Midfield Ramp – Phase 3.
- I. Resolution to Approve Work Order 2025-10 between the Duluth Airport Authority and Short Elliot Hendrickson, Inc. for the Design of Taxiway A – Phase 7.
- J. Resolution to Accept and Approve the MnDOT Grant Agreement No. 1056458 for Air Service Marketing State Project No. A6901-SM033 in the Amount of \$120,435.86 and to Authorize the Duluth Airport Authority's President and Secretary to Execute the Grant and Any Amendments.
- K. Resolution to Approve FY26 Media Plan and to Authorize Giant to Place Media on Behalf of the DAA.
- L. Resolution to Approve the Selection of Duluth Airport Authority Officers effective July 1, 2025.
- M. *April 2025 Financial Reports
- N. *June 2025 Accounts Receivable
- O. *May 2025 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).