



**DULUTH AIRPORT AUTHORITY  
MEETING AGENDA  
AUGUST 19, 2025**

**AMATUZZIO 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 July 15, 2025 Board Meeting Minutes

**III. \*DAA CASH DISBURSEMENTS**

A. Operating Check Registers #17-19, 2025; Operating ACH Payment Registers #18-20, 2025; Construction ACH Registers #8-9, 2025.

**IV. \*CORRESPONDENCE**

A. DLH Construction Newsletter

- i. July 11, 2025
- ii. July 18, 2025
- iii. July 25, 2025
- iv. July 31, 2025
- v. August 8, 2025

B. July 17, 2025: Letter to Congressman Pete Stauber RE: U.S. Customs Staffing and Pay Disparities. DAA.

C. July 17, 2025: Letter to Senator Amy Klobuchar RE: U.S. Customs Staffing and Pay Disparities. DAA.

D. July 17, 2025: Letter to Senator Tina Smith RE: U.S. Customs Staffing and Pay Disparities. DAA.

E. August 5 and 6, 2025: Email Correspondence with Mr. Barry Sinex RE: Follow-Up on Minimum Standards and FBO Discussion. DAA.

F. August 7, 2025: Email Letter to DAA Board RE: Airport Minimum Standards Executive Summary. DAA.

G. August 9, 2025: U.S. Transportation Secretary Visits "Antiquated" Air Traffic Control Tower in Duluth on Saturday. KSTP.com.

H. August 9, 2025: U.S. Transportation Secretary Sean Duffy Visits the Duluth International Airport. WDIO.com.

I. August 9, 2025: U.S. Transportation Secretary, Rep. Stauber, Tour Nation's Third-Oldest Air Traffic Control Tower. NNN.

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

**VI. OLD BUSINESS**

None.

**VII. NEW BUSINESS**

- A. Resolution to Approve Employee Incentive Award for Aimee Bone in the Amount of \$500.
- B. Resolution to Approve First Amendment to the Vending Concession Agreement-Sky Harbor Airport Between Duluth Airport Authority and Bernick's.
- C. Resolution to Approve First Amendment to the Vending Concession Agreement-Duluth International Airport Between Duluth Airport Authority and Bernick's.
- D. Resolution to Approve Work Order 2025-13 between the Duluth Airport Authority and Short Elliot Hendrickson, Inc. for Preliminary Study for Runway 9-27 Shoulder Pavement and Lighting.
- E. Resolution to Approve Advertising Agreement Between the Duluth Airport Authority and the Regents of the University of Minnesota, through its UMD Department of Athletics.
- F. \*June 2025 Financial Reports
- G. \*August 2025 Accounts Receivable
- H. \*July 2025 Airline Statistics, Landline Statistic

**POTENTIAL FUTURE RESOLUTIONS:**

**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).***