



DULUTH AIRPORT AUTHORITY

Duluth Airport Authority Meeting Minutes August 19, 2025

MEETING LOCATION: Amatuzio Conference Room, Duluth International Airport

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

DIRECTORS PARTICIPATING VIA ELECTRONIC MEANS:

OTHERS PRESENT: Tom Werner, DAA Executive Director
Ryan Welch, DAA Dir. of Operations, Planning, and Construction
Jana Kayser, DAA Dir. of Business Development
Natalie Baker, DAA Dir. of Communications and Marketing
Jenny Delnay, DAA Finance Technician
Aimee Bone, DAA Administrative Coordinator
Eric Monson, Lake Superior Helicopters/Ascent Aviation
Rob Missinne, Monaco Air Duluth
Shawn McMahon, SEH
Ryan Maxfield, Vantage Air
Barry Sinex

OTHERS PARTICIPATING VIA ELECTRONIC MEANS:

Joelle Bodin, DAA Dir. of Finance and Administration
Robb Enslin, Duluth City Attorney
Dante Tomassini, Cirrus
Phillip Scott, EXP
Paul Huston, HNTB
Matthew Stewart, SEH

CALL TO ORDER: Dir. Henderson called the DAA board meeting to order at 8:00 a.m.

Dir. Henderson 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:
 - Year-to-date enplanements are up 17%, Delta up 3%, and United up 11% compared to 2024. July enplanements were up 5% compared to same month last year. Sun Country season at DLH is strong with their passenger loads as well.



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- Load factors remain strong; United just under 90%, Delta low 80s%.
- Delta capacity is down 15% compared to July 2024 and United is up 8%. Year-to-date, Delta is up 23% and United is up 3%. Increased capacity is driving a strong start to the year.
- First quarter numbers have been reported to the DOT by all airline products in the upper Midwest markets-average DLH fare \$277 across all products, average across all Midwest \$236. DLH fares cost \$25-30 more than MSP on average, which is a small differential, especially considering all of the low-cost carrier options at MSP. Continue to encourage friends and colleagues to look at DLH flight options and fares.
- Mr. Werner discussed Sun Country's presence last season with data from the DOT reporting. The DLH load factor was 86%, which beat many of the Midwest markets (the average was 81%). Incremental measure of profit. Duluth ranks towards the bottom for profitability. There are several reasons, such as geographic distance to a warm climate, and DLH also prioritizes keeping the fares low for consumers. Still waiting on Sun Country for next winter season.
- Holding status quo on the low-cost carrier side, Spirit is in trouble, Breeze also having struggles with profitability as well.
- On the local side starting yesterday, four frequencies per day to MSP and ORD. Having more frequencies connecting to major hubs out of DLH bodes well for the airport and we should see this reflect in postings next month.
- There will now be four overnight aircraft (two Delta, two United) starting today, with early flights out the next morning. These additional flights are beneficial for leisure and business travel. The extra flights do create some operational challenges, but Mr. Welch and his crew are working through those.

Dir. Hoff asked if any DLH makes any income for the diversions. Mr.

Werner shared there are opportunities such as fuel, increased restaurant and rental car sales, and increased customer service.

B. Operations/Construction/Planning: Mr. Welch provided the following updates:

- Planning:
 - New Air Traffic Control Tower (ATCT) Update:
 - Mr. Welch shared that the placement plan continues to march towards September. Continuing to work with partners to get plan in place. Mr. Welch and team met with FAA tech ops. The phasing plan hinges upon the base building built, tower foundation out of the ground, tech ops taking occupancy during the building, make sure meet all occupancy benchmarks for safety and for tech ops to function. They continue to have positive conversations about it and no roadblocks foreseen at this time. Also met with the city to discuss the building permits process.
 - Coordinating with the FAA on the reimbursable equipment.
 - Mr. Welch shared that he submitted CIP data to FAA. Several large projects are in the plan, 2026 Sky Harbor, which is much smaller CIP than DLH.
- Construction:
 - Taxiway A Phase 5:
 - Construction is ongoing in Phase 5A and 5A-1 and continues to make progress towards a completion date later in the year. All base paving is completed, and concrete paving started last week. There are targeted closures of 9/27 to avoid impact with flight operations. Mr. Welch shared a series of photos to showcase highlights of the work in progress. Mr. Welch



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reminded everyone that this weekend is the 60-hour closure for pouring concrete.

- Customs and Border Protection Federal Inspection Services Construction Update: Mr. Welch shared that the punch list is complete, and he is meeting with the port director later in the week to sign off on the complete improvements so that the space is available for any IROPs.
- Hangar 103: Mr. Welch shared that the project to repair the roof damage was completed two weeks ago after working with the insurance company and contractors.
- Operations:
 - DAA Airside Manager: Mr. Welch shared that the job posting will be open until September 7th and is posted internally, locally, and nationally. There has been a favorable response to the posting with candidates from all over the country. Mr. Welch hopes to have the position filled by the end of September, but it will also depend on geographically where the applicant comes from.
 - Sky Harbor: Lake Superior Helicopter had an open house at the end of July. Mr. Monson will likely share more details about it in his presentation to the board at today's meeting.
 - Dir. Henderson congratulated Mr. Welch on his new position as Director of Operations, Planning, and Construction.

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

- LifeLink III Project Update: Ms. Kayser shared that the temporary fence has been placed but there have been a few delays in working through the building design and the metal building manufacturer and the general contractor who was awarded the project through the bidding process. Ms. Kayser shared that there are no significant concerns, the process just takes a bit to work its way through. The project is scheduled to start erosion control on August 25th. Ms. Kayser will continue to provide updates and any other changes or delays that may arise, including with winter weather impact in the coming months.
- Stebner Road Update: Ms. Kayser shared that the project is moving forward and that MN Power is working out items on their side with the wetland permitting process. Ms. Kayser is waiting for the legal description of their actual location to present to the FAA. Ms. Kayser added that two years ago, the St. Louis County Land Explorer had ownership errors on the land explorer. The errors have been corrected but there is concern that some incorrect corrections were made and in the process of getting them cleared up. Ms. Kayser will share ongoing updates as they develop.
- Development RFI: Ms. Kayser shared that DAA will be posting an RFI to gauge interest in both aeronautical and non-aeronautical business development sites here at DLH. The guide is expected to be published by the end of August and Ms. Kayser will follow up with an RFP update as the process continues and expects to have some updates in the September board packet.
- Ms. Kayser shared that the DAA Summer 2025 Intern, Brady Leiser, has been hired on for a long-term temporary position with the airside maintenance team. The position will be a minimum of one year with potential to grow into other opportunities. Ms. Kayser has started the process to plan for the 2026 internship process.
 - Mr. Werner shared that Ms. Kayser and Mr. Mark Papko, former DAA Director of Operations, have done a tremendous job to grow the DAA's internship program. Mr. Werner shared that the DAA gets internship candidates from all over the



country, and that the interns get exposure to all the major elements to running an airport and not just one area.

- Dir. Hoff added that a robust internship program also helps the DAA attract very strong and talented candidates.

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

- Concessionaire Audit Update: Ms. Bodin shared that Ms. Delnay did an excellent job working through the audit and the Tailwind representative (Johnna Lynn?) was very helpful to work with on the project. There were some errors and inconsistencies in the reporting and data went back to 2022. Ms. Delnay looked at the written agreement and the largest issue found was that Tailwind paid concessions on employee meals, as they should not have. Per language in the agreement, they were to be excluded. This discovery led to the refund of \$4,282.28 that DAA will pay to Tailwind to rectify the issue. Measures will be taken, and data will be requested to avoid another issue in the future to ensure parties are operating under the same understanding.
- Stormwater Update: Ms. Bodin shared that the appeal hearing to the public utilities commission is this evening and city staff is recommending not to approve the request mostly on the basis of federal law that we were pointing to and the city's commission may not be familiar with the law.
- Conciliation Court Summons: Insurance company is trying to recoup funds from an accident at the airport in 2021. There will potentially be a hearing on September 15th but legal hopes to settle the case before it goes to court.
- Quarter Two Financial Update: Ms. Bodin reviewed the minimum cash policy updates and cash available funds. There are also outstanding grant funds to be released to the DAA. Ms. Bodin also reviewed the cash on hand data, and the aggressive construction schedule which utilizes the grants. A reminder that the DAA also has the \$2 million line of credit to be used in case of funding gap from grants that expires in December 2025. It is anticipated that the DAA will apply for a new one upon expiration of the current one.
- Ms. Bodin also reviewed Q2 revenue and expense updates.

E. Marketing/Communications: Ms. Baker shared the following updates:

- Q2 Metrics: Ms. Baker shared an update about Q2 metrics which included:
 - Google Ads. Click-through rates were about the same as Q1, performed stronger year-over-year but also spent more on the ads.
 - Website key performance metrics including high total users and engagement rate.
 - Data also included paid social with an increase in impressions. The data helps to guide strategies for future quarters and subsequent years.
- Artist Event: Ms. Baker shared an update about the recent event for the DLH skyway artist Leonarda Boughton and there was also a strong media turnout for the event. Ms. Boughton has been very happy with the art installation.
- Aircraft Viewing Update: Ms. Baker shared that the Trust for the viewing area has been in touch with the Chamber Foundation to inquire about any additional funding streams for the project. Ms. Baker also put the Trust in contact with SEH to discuss any construction inquiries for the project.
- Commercial Vehicle Policy: Ms. Baker shared that the updated commercial vehicle policy is ready to implement but waiting to hear from the city on administrative enforcement and administrative citations. Once that is resolved, the policy will be implemented.



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

- **ATCT Funding Advocacy:** Mr. Werner shared that U.S. Transportation Secretary Duffy recently visited DLH and toured the tower and the visit went very well. Mr. Werner also shared that the Airport Terminal Program (ATP) Grant Application process is underway and is expected to open back up again shortly for the next grant application and it will be submitted. Mr. Werner shared a graphic with the current funding breakdown of the ATCT. The federal government shared that through their program and the FAA that the eligibility proration for this project is 79%. The DAA will be requesting \$4 million in capital funding next legislative session; if received, the non-federal share of the total funding package would be 29.4%, which positions the project in a very competitive area for funding. Secretary Duffy had emphasized a desire to see more non-federal share as part of the funding. Mr. Werner will be traveling to Washington, D.C. to educate the delegation about what the DAA is already doing with its funding strategy and how strong the DAA's non-federal share is for this project and to encourage the federal government to help close the funding gap. If the project is phased in two phases and the DAA has to finance the \$4 million gap, the non-federal share of the \$76 million project increase to 33.2%. Mr. Werner opened the discussion to questions.
 - Dir. Hoff asked about the outdated technology shown in the ATCT tour. Is the technology that we will incorporate into the new ATCT remain relevant and the latest available? Mr. Werner feels strongly that the FAA will advocate for the newest technology available as equipment is purchased for the new tower.
 - Dir. Johnson thanked Mr. Werner for the informative update and shared that Secretary Duffy strongly told the story of the need for the new tower on his social media pages in addition to the press meeting that took place when he was here.

G. Presentations/Tours/Travel Recap:

H. Other:

- Mr. Werner reminded the board that the board retreat will be on Friday, October 3rd at the Sheraton Hotel.
- **Stakeholder Presentations:**
 - Mr. Werner introduced Mr. Ryan Maxfield, founder and CEO of Vantage Aviation. Mr. Maxfield shared an overview of the business aviation aircraft industry, which included an industry snapshot, local achievements, operational highlights, strategic implications, plans moving forward and the Vantage Aviation rebrand in Duluth. Mr. Maxfield shared data from the US market snapshot (flights are up 1.1% year-over-year and 2.3% year to date) as well as the regional market (flights are up 6.5% YoY and 9.5% YTD), and the Duluth market also (flights are up 4.4% YoY, and 9.8% YTD). Mr. Maxfield also shared industry challenges and disruptions, such as supply chain issues, including up to a two and a half year wait on some aircraft production and delivery, and barriers with sustainability issues as well. Next, Mr. Maxfield discussed innovation and long-term growth drivers, which include the FAA's projection of GA growth with a 10.6% fleet increase by 2045. Other aspects include the urban air mobility aircraft (eVTOL) and cargo drones, which are expected to grow rapidly, NextGen airspace modernization, and digital tools for industry usage such as predictive maintenance and AI for turbulence forecasting. Mr. Maxfield shared that in the FBO sector, M&A activity remains high, there is a strategic focus on Tier 2 markets, and inflationary cost pressures such as fuel pricing volatility and increased labor costs. The



company has also invested in updated technical and customer experience tools, such as digital scheduling and self-service platforms, and also sustainability efforts such as carbo offsets and electric ground equipment in an effort to attract environmentally conscious clients. Mr. Maxfield shared that the MRO demand and market continue to grow and faces factors such as largely increased engine maintenance turnaround times (150% longer than pre-pandemic levels), aircraft delivery backlogs, and operators keeping older aircraft longer. MRO's global market is projected to rise to \$96 billion by 2025. On the Part 141 side of things, Mr. Maxfield shared that the pilot shortage persists, but surge in student starts between 2021-2024 has been stabilizing in 2025. Schools have shifted from volume to quality and retention. Part 141 schools are favored by international and veteran students due to their structured programs, so FBO's with embedded 141 programs (such as Vantage) can capture the demand stream. Other aspects to note are that flight simulators and online ground schools are becoming standard, and the FAA has been investing in training tech grants. Additionally, the use of glass cockpit aircraft training is growing-there is an increased upfront cost, but it also makes students more marketable. Next Mr. Maxfield shared some of the key accomplishments by Vantage Air in the months since acquiring Monaco Air, which include a \$750,000 investment in four new fuel trucks, integrated X1 FBO software and TCS metering for efficient fuel operations and billing accuracy (which a one-time investment of \$16,809.81 and \$2,629.50 monthly for X1), as well as implementing a modernized self-serve fuel system with nearly \$90,000 invested for the unit and system installation. Lastly, Vantage Air also initiated a US Customs RSP program to support after-hours international clearances. Mr. Maxfield next discussed the importance of investing in their employees, milestones such as the success of the Airshow, and growing partnerships & traffic with military operators and continuous growth of technical stops. Strategic implications include putting resources into FBO operation and technology, maintenance, and flight training. Mr. Maxfield also shared Vantage Air's network & growth, as well as strategies for future investments, plans, and goals, including a rebranding exercise which will also impact when rebranding from Monaco Air to Vantage Aviation. Mr. Maxfield then opened the floor for questions.

- Dir. Hoff asked Mr. Maxfield if the data available about traffic at various airports is possible because of ADS-B. Mr. Maxfield shared that ADS-B is one part of being able to track data, and that Vantage uses a couple of different programs to track data. Dir. Hoff added that from the data presented by Mr. Maxfield, the future of the aviation industry looks strong, despite the backlog in aircraft delivery. Mr. Maxfield confirmed that the future looks very strong and there will be an uptick in used aircraft sales and increased delivery.
- Dir. Henderson added that he appreciates the investment and vision that Vantage is putting into Duluth, and asked Mr. Maxfield about challenges that Duluth may have compared to other FBOs around the country and what is unique about Duluth. Mr. Maxfield said that what makes Duluth unique is the customers and income lines come from a variety of sources and partnerships. Dir. Henderson inquired about how general aviation and the business side complement each other on the customer service side and Mr. Maxfield shared that minimum standards are important to uphold to ensure that the general aviation customers receive the same level of service as the



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- commercial aviation customers. Dir. Henderson thanked Mr. Maxfield for the strong support of the recent Airshow and Mr. Maxfield shared that Vantage Air hopes to continue supporting it for many years.
- Mr. Werner then introduced Mr. Eric Monson, Owner of Lake Superior Helicopter and Ascent Aviation. Mr. Monson shared the history of LSH and Ascent and the growth they have experienced since its creation in 2009. Mr. Monson shared that he likes to keep things simple to create success, and goal this year is 12,100 helicopter tours and 80 flight training graduates in 2026-2027 in the professional pilot program that they partner with at Lake Superior College. Mr. Monson shared that they have year-round operations, between the helicopter tours and pilot training program. Mr. Monson shared that their helicopter tours have remained fairly stable and have taken a single digit percentage decrease this year, but nationally, helicopter tourism has decreased by 25% in 2025. The pilot program is an intense two year-program versus four-year program at other schools. Many pilots who graduate from the program go on to work in air evac positions for well-known organizations such as North Memorial and Lifelink. The program also has a strong number of students who are veterans. Mr. Monson shared that the local impacts of both engagement with the local community as well as economic contributions in the Duluth area are very important. Mr. Monson shared that their organization is experiencing 27% growth in 2025 and may exceed that number. He shared that pilot student numbers are continuing to grow and that the goal is to target 100 students consistently in the program and to consolidate into a one purpose-built facility. Mr. Monson shared a graphic that showed the flight hours growth at DLH and have more than doubled in the past two years (from 4,000 to approximately 8,300). The annual operations for Lake Superior Helicopters/Ascent Aviation have gone from 20,000 to more than 50,000 operations. Mr. Monson shared that in order to continue to operate safely, the construction of the new air traffic control tower is crucial, and they are also considering building space and consolidation as the company grows. Mr. Monson also discussed the emerging market of powered-life vehicles (VOL/eVTOL) and how their company fully expects to be immersed in this part of the industry. Mr. Monson shared that the strategic plan considerations for the company include several key factors: prioritizing aviation education/training in DLH's long-term tenant mix, considering and supporting creative infrastructure solutions to grow GA at DLH, and positioning DLH as a regional training and VTOL hub. Mr. Monson closed to recap that tourism in Duluth with the helicopter tours remains fairly stable, as he mentioned previously. Mr. Monson closed with an image from the recent open house which featured several helicopters from different agencies including a State Trooper, LifeLink, North Memorial Air Care, and opened the meeting to questions.
 - Dir. Johnson commented that she and her daughter had a wonderful time at the recent Open House at Sky Harbor.
 - Dir. Hoff applauded Mr. Monson on the tremendous success of his company and also expressed his support of the company being integral with the Duluth area airports, especially as the VTOL market grows. Dir. Hoff also included his appreciation in the DAA partnering with Mr. Monson's operations and the challenges of integrating rotor craft and fixed wing aircraft.



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- Mr. Maxfield asked Mr. Monson about air tourism on the helicopter side decreasing nationally by about 25% for the year and asked him what he would attribute to the decrease. Mr. Monson shared that industry colleagues have surmised that the disposable income on the budget-minded consumers has become a bit strained. Mr. Monson reminded everyone that LSH has very budget-friendly short helicopter rides at Sky Harbor.

- Dir. Henderson thanked everyone for their reviews and moved to item II of the agenda.

II. *APPROVAL OF PREVIOUS MEETING MINUTES & OTHER CONSENT AGENDA ITEMS AS INDICATED BY *:

A. Approval of July 15, 2025, Meeting Minutes

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

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
- July 11, 2025
 - July 18, 2025
 - July 25, 2025
 - July 31, 2025
 - 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



A. Mr. Barry Sinex addressed the board and shared that he would like to express a general aviation concern that he and other pilots in the area have. He thanked Mr. Maxfield for the strong presentation but expressed concern that the mention of general aviation was very minimal compared to the commercial aviation aspect. He said that the general aviation (single and twin-engine aircraft) community feels very disenfranchised and that the FBO's sentiment is that general aviation is the smallest portion of its business but the most problematic. Mr. Sinex shared his background and experience of being part of the airport community and industry for the past 43 years, including industrywide software that he developed and several aircraft at area airports. He also shared that he is here specifically for initiating a request for a review and rewrite of the minimum standards. Mr. Sinex shared that the FAA states that minimum standards must not disenfranchise an operation coming in to bring competition; they encourage competitiveness. Mr. Sinex is going through the process to get the minimum standards rewritten. He would like to bring a specialized general aviation FBO to DLH, but it's going to cost about \$15 million to do so, which is not consistent with the FAA guidelines. Mr. Sinex also brought documents to distribute to the board members to outline his concerns and ideas. Sinex also asked for an opportunity at the next board meeting to present the reasons for a new rewrite or, at the very least, an evaluation in a public fashion.

- Dir. Henderson thanked Mr. Sinex for being at the meeting and sharing his concerns. Dir. Henderson asked Mr. Maxfield to discuss the concession fee and if it's standard, and how to balance the general aviation and commercial. Mr. Sinex stated that his main concern is rewriting the minimum standards, and not the FBO or competing with it. Mr. Sinex appreciates the work that Mr. Maxfield has put into building his business but wants to address the disenfranchised feeling that he shared and the minimum standards. Mr. Maxfield stated that the concession fees are customary across all of the FBOs and that Mr. Sinex is the only person who has complained about them. Mr. Maxfield shared that they charge as little as possible, and that the minimum standards serve to protect the consumer as much as they do the operator, investor, and the airport itself. Everyone must be held to the same standards. Dir. Henderson, Mr. Maxfield, and Mr. Sinex then discussed the purpose of the minimum standards and the importance of keeping flying for the general aviation customers as inexpensive as possible and maintaining the minimum standards and aspects of market entry of other potential FBOs.

VI. OLD BUSINESS

None.

VII. NEW BUSINESS

A. Resolution to Approve Employee Incentive Award for Aimee Bone in the Amount of \$500.

- Mr. Werner shared that Ms. Bone was very helpful with her support in the recent process of selecting a new Director of Operations and her professionalism was also appreciated by the candidates.
- Dir. Henderson entertained questions or a motion.
 - Motion: Dir. Hoff
 - Second: Dir. O'Brien
 - Abstain: None.
 - Result: This resolution was adopted unanimously.



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- B. Resolution to Approve First Amendment to the Vending Concession Agreement-Sky Harbor Airport Between Duluth Airport Authority and Bernick's.
- Ms. Kayser shared that the amendment is a simple addition to the agreement that was approved in May 2025. It serves to incorporate the RFP that was published publicly through the City of Duluth purchasing as well as Bernick's proposed entity agreement. These items are in one document to ensure that all requirements are met during the duration of the agreement.
 - Dir. Henderson entertained questions or a motion.
 - Motion: Dir. Crawford
 - Second: Dir. Hansen
 - Abstain: None.
 - Result: This resolution was adopted unanimously.
- C. Resolution to Approve First Amendment to the Vending Concession Agreement-Duluth International Airport Between Duluth Airport Authority and Bernick's.
- Ms. Kayser shared that this is the same as the previous item but is for the Duluth International Airport, whereas the first was for Sky Harbor Airport.
 - Dir. Henderson entertained questions or a motion.
 - Motion: Dir. Crawford
 - Second: Dir. Hoff
 - Abstain: None.
 - Result: This resolution was adopted unanimously.
- 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.
- Mr. Welch shared that this serves to begin the planning process to design to replace the runway shoulders and lighting system on Runway 9-27. The approval of the work order will enable the team to conduct the preliminary inspection of the circuits and shoulders, boring, and all of the steps inform the decisions for the design.
 - Dir. Hoff asked the cost of the project and Mr. Welch replied the cost is \$99,900.
 - Dir. Henderson entertained questions or a motion.
 - Motion: Dir. Hoff
 - Second: Dir. O'Brien
 - Abstain: None.
 - Result: This resolution was adopted unanimously.
- 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.
- Ms. Baker shared this is an agreement for UMD to advertise in the terminal for two years, at a cost of \$4,000 annually, which is a \$750 increase from the previous agreement. UMD will continue to sponsor the land side of the exit corridor doors as well as the air side of the exit corridor. Ms. Baker shared a rendering of the new location in the new air side location.
 - Dir. O'Brien asked Ms. Baker if there is a standard that is used for the calculation of the rates. Ms. Baker shared that she uses a two-pronged approach which includes impressions and the size of the space to be occupied.
 - Dir. Henderson entertained questions or a motion.
 - Motion: Dir. Hansen



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- Second: Dir. Crawford
- Abstain: None.
- Result: This resolution was adopted unanimously.

- F. *June 2025 Financial Reports
- G. *August 2025 Accounts Receivable
- H. *July 2025 Airline Statistics, Landline Statistic

VIII. DIRECTOR'S REPORTS

- A. Mr. Werner noted that the September meeting is anticipated to be a lengthy meeting similar to today's as the DAA will be sharing its plans to phase the tower project with the board.
 - Dir. Hoff shared that he was grateful for the informative presentations given by Mr. Maxfield and Mr. Monson.

ADJOURN: The meeting was adjourned at 10:14 a.m.

Respectfully submitted,

Aimee Bone
Administrative Coordinator

Tom
Werner

Digitally signed by
Tom Werner
Date: 2025.09.15
13:00:40 -05'00'

Approved: _____
DAA Executive Director