

West Fargo Airport Authority Meeting

Date: August 29th, 2024

West Fargo Airport – 5:30 PM

Members Present:

Brian Christl, Josh Gilleland, Ryan Becker and Matt Retka

Members Absent:

Ivy West

Others Present:

Airport Manager- Robbie Grande

Commissioner Rory Jorgensen

Members from Skydive Fargo Club (3)

1. **Brian called the meeting to order at 5:34pm.**
2. The Minutes from the July 25th, 2024 meeting were reviewed.
Josh motioned to approve the minutes as written. Second by Ryan. All in favor, none opposed, motion passed.
3. **SkyDive Fargo Agreement**
Airport Authority is implementing an Addendum to the club's operating agreement. SkyDive Fargo provided initial draft of golf cart use and route proposal prior to last meeting. Airport authority added stipulation for infractions, including FAR rules, in the interest of airport safety. The addendum was reviewed, and discussion ensued to separate Part 3 suspension of privileges between use of golf cart from other infractions. Cloud clearances and dropping objects, including prior pumpkin example, were discussed. Both Skydive Fargo and the airport authority would like to see better communication between club members and the airport manager, and all agreed safety is of outmost priority. Skydive Fargo will review the addendum and provide comments back to the Airport Authority prior to September's Airport Authority meeting.
4. The current monthly Budget and Income report through end of July were reviewed. This included review of all July expenses (\$5,867.03) and preliminary expenses in August. NDAC grant funds will be applied to August Income. 7040 accounts at \$409,844. 7050 at \$622,258. Commissioner Jorgensen provided an update that City Commission approved the preliminary budget for the airport as requested, same as last year at \$185,945. This will likely be finalized during end of September City meeting. Airport has been able to save funds over the last few years in anticipation of capital improvement projects, including upcoming runway overlay. Josh motioned to approve. Motion seconded by Ryan. All in favor, motion carried.
5. **Capital Improvement Planning**
 - BottomLine work on access road was completed last week. Bottom Lines invoice came in right on \$199,250 bid amount, and was submitted for payment with City Hall.
 - Moore Engineering stated they would start design work for runway re-surfacing later this fall.

- Discussed potential for Airport Authority to purchase hangar #17. Owner reached out to the airport manager asking \$300,000. Hangar #17 is 60'x90', heated, and only a few years old. Discussion proceeded on ROI with rental spots. Robbie to contact insurance agent about hangarkeepers and vendor regarding potential carousel install. Airport Authority plans to tour the hangar during next month's meeting.

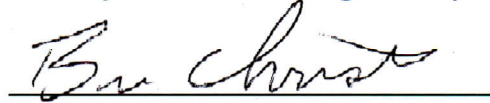
6. Report from Airport Manager

- Mead & Hunt will be conducting pavement index inspection on September 18th
- Courtesy car has bad tires. Robbie received a quote for new tires and brakes. Airport Authority unanimously approved \$450 quote for a set of new tires. Robbie will look at other options to install/repair brakes himself.
- Blackhawk landed this week at the airport for a passport stamp.
- No fly-in at the airport this year in conjunction with West Fest. Robbie asked about promotion for next year. Commissioner Jorgensen mentioned West Fargo Events coordinates all such events now.

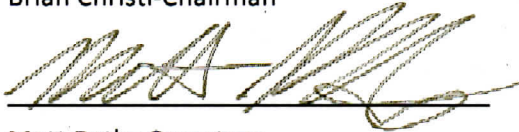
7. Non-Agenda Items

- None. Next meeting scheduled for regular time on Thursday September 26th.

Brian adjourned the meeting at 6:43 pm.



Brian Christl-Chairman



Matt Retka-Secretary