

WEST FARGO AIRPORT AUTHORITY MEETING

Date: Thursday April 24th, 2025

5:30 PM- West Fargo Airport Public Terminal

Members Present:

Brian Christl, Ivy West, Josh Gilleland and Matt Retka

Members Absent:

Ryan Becker

Others Present:

Airport Manager- Robbie Grande

Merle Bingham

John Mayer

Katie Schmidt, Attorney

Tina Richards, Sky Dive Fargo President

Brian called the meeting to order at 5:332 pm.

1. The Minutes from the April 3rd, 2025, meeting were reviewed. West motioned to approve the minutes; Gilleland seconded. None opposed; motion passed.
2. Skydive Fargo Agreement Updates [Meeting agenda re-arranged to accommodate Skydive President and West Fargo Attorney at the meeting]

Richards expressed concerns about proposed guidelines and lease agreement, skydivers main two issues are helmet requirement and designated landing area, which she stated sounded unagreeable. Richards said 330' landing area is not a United States Parachute Association (USPA) requirement. Retka explained guidelines for landing area used. Robbie cited SIM drop-zone requirements with 330 obstruction clearance for solo student and A-license holders. Discussion ensued about landing zone area. Redlines were made to the designated landing zone, and Retka will finalize edits. Discussion on helmets was next, and Richards expressed discontent about airport over-regulating the club. WFAA agreed to edit rules to remove helmet clause. Gilleland motioned to amend landing area map and helmet requirement. West seconded. All in favor, motion passed.

3. Non-agenda Items

Once concern from Merle in attendance about the low spot on the apron next to hangar 4W that ponds water. Robbie to ask engineer about a fix with the re-surface project.

4. Monthly Financial Report Review

The current monthly budget and income statement through the end of March was reviewed. March expenses included costs for fuel pump fixes from O'Day and red lawn mower. Fuel sales

and expenditure should be included as new line items in next month's financial report. Gilleland motioned to approve the financial report, West seconded. All in favor, motion carried.

5. Capital Improvement Planning

Hangar #17 purchase agreement was signed by owner and will close next week when the current owner is in town. Check will be picked up from City Hall. Robbie distributed draft of new proposed lease agreement terms. West asked about propane/heat details. Doors to bathroom shall be locked. Discussion unused about marking spots or clearance zone for access and limiting renters based on airplane size. WFAA inclined to fill spaces with piston single engines. Unsure about liability for hangar rash and insurance requirements. Current insurance quoted at \$400/year. Gilleland will draft lease agreement ahead of next meeting. Talked about getting renters in June 1st, which could coincide with asphalt resurface project.

Robbie hasn't heard back from Moore or the contractor about new start date for pavement re-surface project and NDAC grant awards. WFAA would like to request contractor to stockpile mill tailings on site.

6. Insurance Updates for WFAA buildings:

Robbie had quotes from NDIRF. Proposed property insurance increase would be \$3,500 per year. Retka recommended insuring at a lesser amount than proposed but higher than current. Gilleland asked Robbie to obtain quotes for approximately 50% of proposed increases.

7. Report from Airport Manager:

- Made many equipment repairs, including hydraulic leak and sharpened blades on red mower.
- Removed snow attachments from blue tractor.
- Returned loader to Butler.
- WFPD Pit training last couple of days went well. Additional training scheduled May 27-29, as posted in the terminal.
- Hopeful fuel system is fixed for good now.

8. Next Meeting scheduled for normal time on May 29th.

Brian adjourned the meeting at 6:53 pm.



Brian Christl-Chairman



Matt Retka-Secretary