

WEST FARGO AIRPORT AUTHORITY MEETING

Date: Thursday May 29th, 2025

5:30 PM- West Fargo Airport Public Terminal

Members Present:

Brian Christl, Ivy West, Josh Gilleland (via phone) and Matt Retka

Members Absent:

Ryan Becker

Others Present:

Airport Manager- Robbie Grande

Commissioner-Rory Jorgensen

John Mayer

Todd Warner

Brian called the meeting to order at 5:31 pm.

1. The Minutes from the April 24th, 2025, meeting were reviewed. West motioned to approve the minutes; Retka seconded. None opposed, motion passed.

2. Non-Agenda

Todd Warner presented interest for board opening, but mentioned he's out of state for 4-months in the winter. He Rents a carousel spot, and wondering about tenant options to add a storage container or "dock box" for renters. West mentioned new leases have verbiage along those lines. West motioned to approve renter use of storage boxes of reasonable size. Retka amended motion with a maximum size of 4'x6'. All in favor, motioned passed.

Retka mentioned that City held an open house about development plans. Rory mentioned that City will acquire more land eventually and have more open houses about future development plans.

3. Skydive Fargo Agreement

Agreement is complete at signed. Retka to save to WFAA file.

4. Monthly Financial Report Review

\$300,000 purchase of hangar #17 cleared, as well as some smaller costs for minor improvements. Final bill to Moore paid, and Robbie will submit for grant reimbursement. Airport Fuel revenue and expense lines now included in the monthly report, which includes \$6,133 in fuel revenue so far. Jorgensen mentioned that fuel purchases have increased airport budget, and final budgets will be presented later this month. West motioned to approve the financial report, Retka seconded. All in favor, motion carried.

5. Capital Improvement Planning

a. Resurface Project

NDAC announced grant awards, and WFAA was awarded as requested \$317,800 for resurface project, and three other small reimbursements. Airport 2024 Pavement condition inspection report recently published. West Fargo Airport scores were very low, and justifies the needs for the resurface project. Robbie asked about keeping mill spoils, which may not be possible. Brian signed grant award. Still waiting to hear about schedule to start work.

b. Hangar #17 Lease Agreement

Gilleland sent a draft lease agreement to WFAA, not yet sent to attorney. WFAA to review and send to attorney in 1-week, June 5th. Hangar likely to hold 4-spots.

6. Insurance Updates for WFAA buildings:

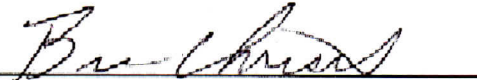
New insurance quotes have not been provided yet. Agenda item tabled until next meeting. Hangar 17 is currently covered.

7. Report from Airport Manager:

- On second mowing of the year. WFAA allowing haying again, and Robbie provided a map showing areas of proposed bailing.
- Weed-trimmer needed new fuel tank and lines
- Aviation class tour cancelled.
- WFDP pit training last 3-days went well. A few runways lights to fix, and Robbie to order a few more.
- Looking for options to acquire a roller for grass and new drag for gravel.
- Gravel road holding up well after recent rains.
- Robbie will be away tomorrow for medical appointment

8. Next Meeting scheduled for normal time on June 26th.

West motioned to adjourn the meeting. Brian adjourned the meeting at 6:14 pm.



Brian Christl-Chairman



Matt Retka-Secretary