

WEST FARGO AIRPORT AUTHORITY MEETING

Date: Thursday June 26th, 2025

5:30 PM- West Fargo Airport Public Terminal

Members Present:

Brian Christl, Ryan Becker, Josh Gilleland (via phone) and Matt Retka

Members Absent:

Ivy West

Others Present:

Airport Manager- Robbie Grande

John Mayer

Brian called the meeting to order at 5:34 pm.

1. The Minutes from the May 29th, 2025, meeting were reviewed. Becker motioned to approve the minutes; Retka seconded. None opposed, motion passed.

2. Non-Agenda

Retka unsure if WFAA executed skydive agreement has been provided to the club yet.

3. Monthly Financial Report Review

The financial reports through the end of May were reviewed. YTD fuel income is \$12,420 and \$15,070 in expenses, but have bulk fuel remaining to sell. Insurance and lawyer fees posted. Capital reserve fund 7040 balance is \$166,714 and Operating Fund 7050 is \$694,599. Becker motioned to approve the financial report, Retka seconded. None opposed, all in favor, motion carried.

4. Capital Improvement Planning

a. Resurface Project

Moore Engineering provide WFAA proposal for construction oversight for an additional \$22,500. Retka motioned to approve the proposal, Becker seconded. All in favor, motion passed.

Moore provided updates that work to be initiated sometime after July 4th, but no firm schedule yet. The contract was in the mail. WFAA to follow up with 2-3 weeks' notice to tenants.

b. Hangar #17 Lease Agreement

Section 6 insurance requirements were discussed. WFAA unsure on what to include for minimum liability and property damage coverage. Standard is likely 100k bodily injury and 1 Million total damages. Section 3.3 to only include heat, not all utilities. Robbie has 4 planes lined up to go in at any time. Gilleland reviewed and Retka/Gilleland will

finalize. Retka motioned to approve lease with 100k/1M Insurance requirements, respectively. Becker seconded. All in favor-motion passed.

5. Insurance Updates for WFAA buildings:

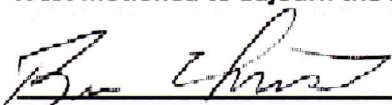
The requested insurance increase coverage by 50% of initial proposed values includes values of: #1W=481,550 (up from 258k) Terminal \$112,750 (93k), #13=\$194,850 (88k), #5W=\$328,400 (154k), #17= \$375,000 (350k), for approx. \$1,200 total annual premium increase. Becker motioned to approve new insurance schedule for additional \$1,200, Gilleland seconded. All in favor-motion passed

6. Report from Airport Manager:

- Last day of WFPD training at the airport was the 17th.
- Keeping up with mowing between rains. Planning to hay tall areas soon
- Weeds sprayed around buildings and some along runway.
- Hangar #13 door replaced with new code lock, and new batteries on all
- Borrowed 3-point "land-plain" to grade the gravel from the City. It's narrower than the tractor. A 96" would be \$3,398 to purchase. Robble thinks it would be a good investment to maintain road. Becker motioned to approve purchase, Josh seconded. All in favor.
- Someone offered \$200 for the old DR drag we have, that needs some work. Retka motioned to sell old equipment for \$200, Becker seconded. None opposed
- Has service call into Oday regarding hose reel, which has been locking up periodically. John recommended installing a pipe to orientate the nozzle down.
- Cancelled fire inspection with Nardini, and will contract with Summit in the future, likely in July sometime
- Another load of av gas arrived today
- New hangar #17 tenants to start by July 1.

7. Next Meeting scheduled one week early on July 24th.

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



Brian Christl-Chairman



Matt Retka-Secretary