

West Fargo Airport Authority Meeting
Date: August 27, 2020
West Fargo Airport Terminal-5:30pm

Members Present:

Wade Swenson, Matt Retka, Dan Loegering, Barrett Irving

Members Absent:

Brian Christl

Others Present:

Airport Manager Robbie Grande, Mandy George, City Commissioner, Mayor Bernie Dardis, Dave Gust, Ed Ferguson

1. **The meeting was called to order by Wade Swenson at 5:30pm**
2. The minutes from the July 30th, 2020 meeting were reviewed. Motion by Dan and Second by Barrett to approve as written. All in favor, none opposed, motion carried.
3. Airport Revenue and Funding: Recapped prior City Commission meeting discussion on the airport. The 2022 budget is currently under review and the City would like the airport to consider increasing its revenue. The Airport described previous rent and lease increases. Mayor Dardis summarized some concerns on the current city budget and funding issues unrelated to the airport. Mandy inquired as to the total amount of revenue generated by the airport. Mayor Dardis would like summary of revenues, recent increases, number of residents based at the airport, and number of total flights to the airport. Some discussion around the lagoons and 2.0 plan. Discussion on the educational benefits the airport brings to students enrolled in the West Fargo Aviation Program. Recapped that Kindred and other airports in the county do not get County funding.
4. ALP Update: Still delayed-should hear more within the next week.
5. The monthly Income Statement and Fund Balance report as of July 31st was reviewed. No issues identified. Motion by Dan and second by Barrett to approve the Income and Fund Balance Statements. None opposed, motion carried.
6. Report from Airport Manager:
 - Beacon went out again and was repaired. No LED replacement option is available yet.
 - Mowing as able in-between rain and wet spots
 - Good amount of traffic this month
 - Terminal Septic Tank was pumped
 - Tractor still at shop for repairs
 - Courtesy car had flat tire repaired

- No fly-in this year. Was mentioned we should get a head start on planning and insurance for next year's event
 - City had a question about the budget narrative and 2019/2020 file was shared
 - Fly ND is having a career expo on Oct 30th at the air museum. Airport Authority not inclined to contribute financially, but Robbie is planning to attend.
 - Straight Line Insurance claims have been processed. Dan motioned to approve final payment of \$30,562.50 pending final invoice from Straight Line. Barrett seconded. Non opposed - motion carried.
7. Security Camera Options: Authority was informed the company contracted for security Camera's is likely soon to be out of operation. Matt motioned to rescind & refund original bid and down payment. Barrett seconded. No opposed-motion carried.
8. Non Agenda Items:
- Discussed alternative options for EAA Young Eagle flights at Airport events.
 - Airport Authority would like to generate an emailing list of all people at the airport for future communications.
 - Dan reviewed NDCC rules on airports.
 - Discussed potential additional revenue from city owned hangar rentals.
 - Authority would like to know more about State building codes and options for T-hangars.
 - Hangar #15 needs to move vehicle the has been parked outside.

Motion to Adjourn by Barrett and Second by Dan. Meeting was adjourned at 7:40 pm.

Wade Swenson-Chairman

Matt Retka-Secretary
[Minutes prepared by Barrett Irving]